

Adding MFA for Microsoft 365 to a second device

You are not limited to only one device for Multi Factor Authentication (MFA) when logging in to Microsoft 365. You can have MFA set up on a second device for easier access. When you log in to Microsoft 365, you will receive notifications from the Microsoft Authenticator app to all your devices where MFA is set up, but you only need to verify on one device.

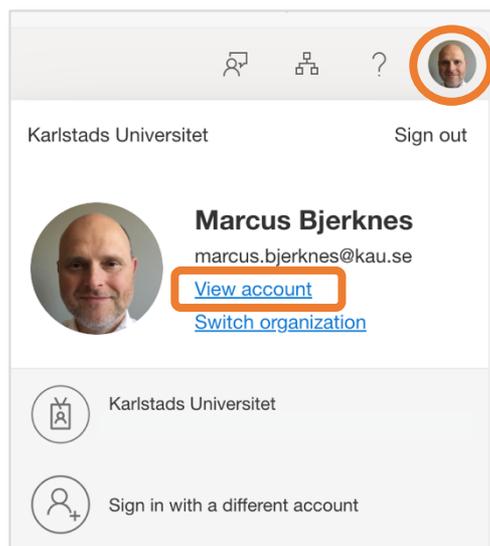
First make sure you have installed the Microsoft Authenticator app on your device before you proceed.



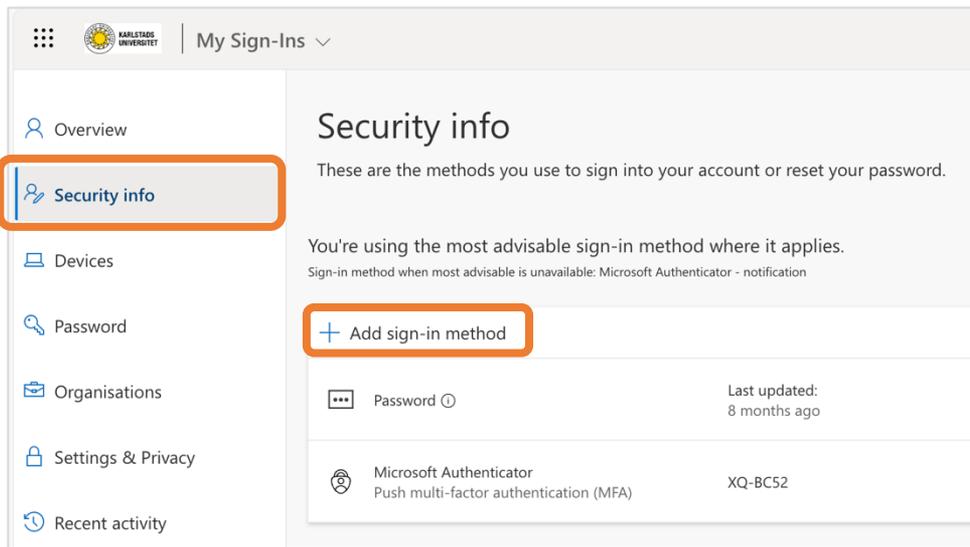
1. Open a web browser on your computer and sign in to Microsoft 365.

<https://office.com>

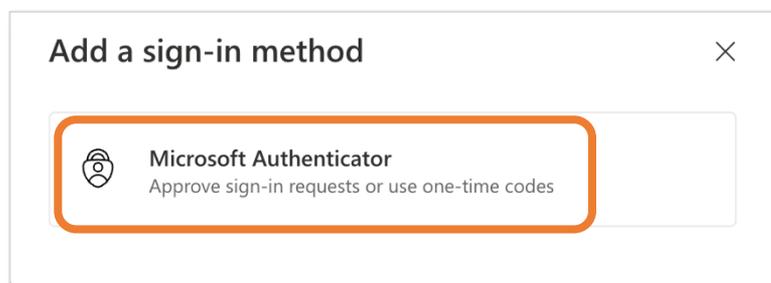
2. Click on your **profile icon** on the top right, then click **View account**.



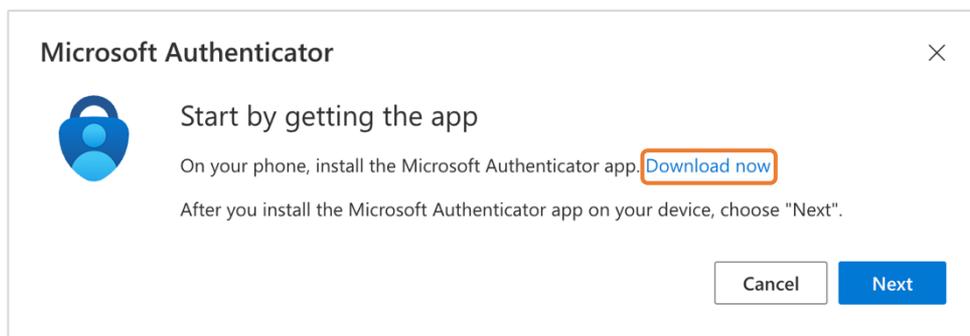
3. Click on **Security info**, then click **Add sign-in method**.



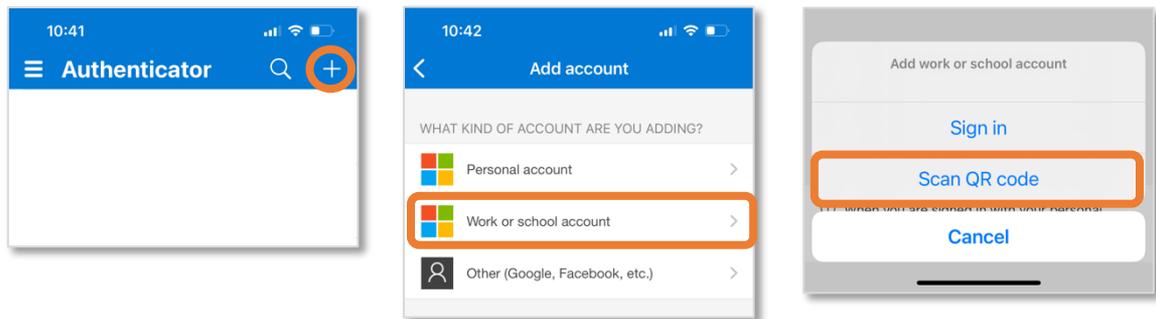
4. Click on **Microsoft Authenticator**.



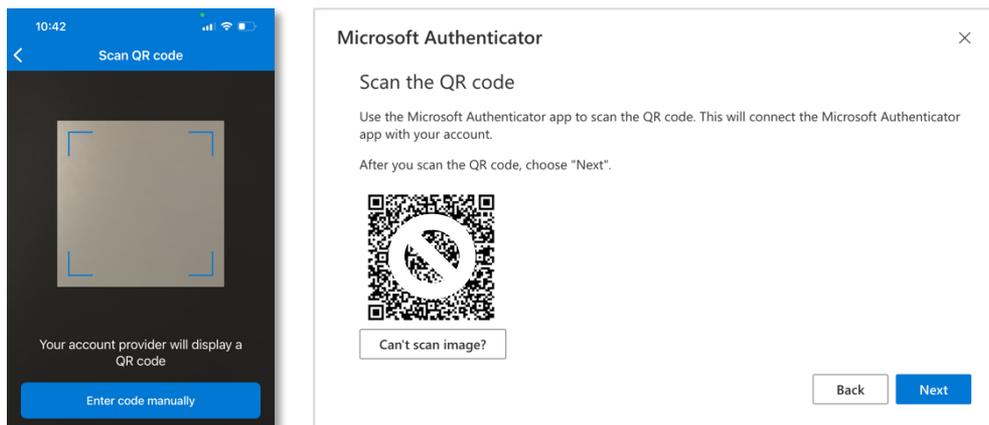
5. Click **Next** if you already have installed the Microsoft Authenticator app on your device. If not, click **Download now** to get the app.



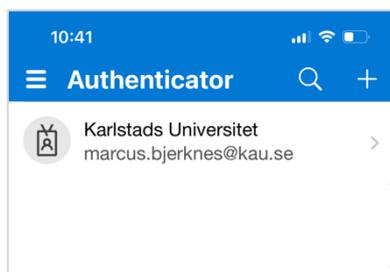
- Open the Microsoft Authenticator app and tap on the **PLUS** sign at the top right to add a new account. Tap **Work or school account** and then tap **Scan QR code**.



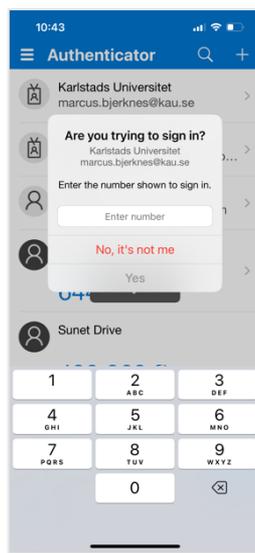
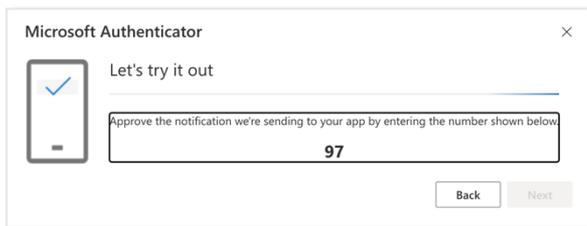
- Scan the QR code displayed in the web browser window with your device to connect the Microsoft Authenticator app with your account.



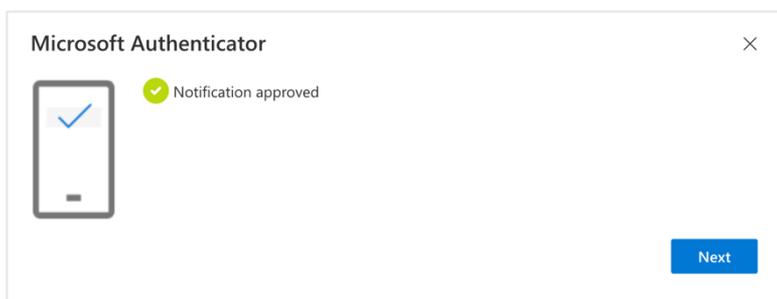
- Your account is added to the Microsoft Authenticator app. On your computer, click **Next**.



9. A notification is sent to the Microsoft Authenticator app. Tap the notification to open the app. Enter the two-digit code displayed in the browser to approve the notification, then tap **YES** to verify.



10. In the **Notification approved** window, click **Next**.



11. Your device is registered successfully and is added to the list of available MFA sign-in methods.

