Atrium Health Azure MFA Enrollment / First time Remote User login.

To Register for the new Multifactor method using the following steps. You will need to use a web browser, mobile phone and the Authenticator app.

If you have not logged in to office 365 before, You will need to use your temporarily issued password at the sign in screen.

Note: **if you do not have an email with Atrium Health, please use *username@cmha.org* as your username to log in to the MFA portal / Office 365.**

1. In a WEB BROWSER: Go to https://aka.ms/mysecurityinfo.
2. In the WEB BROWSER: Sign in, then click **Add Method.**
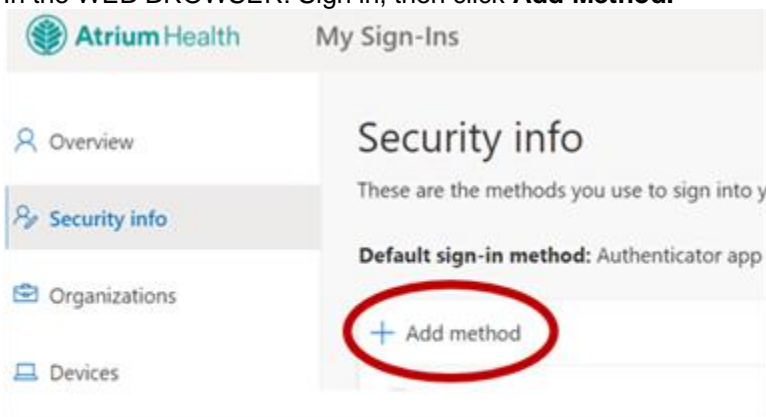
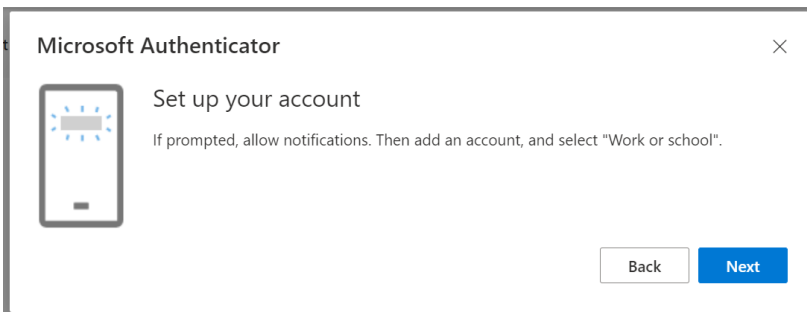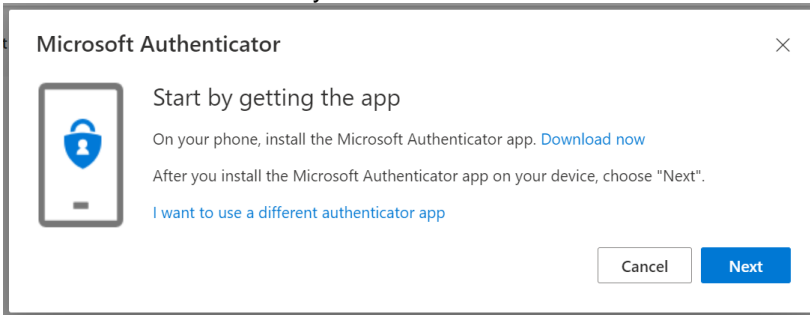3. WEB BROWSER: From the drop down list, choose **Authenticator app** and click **Add.**

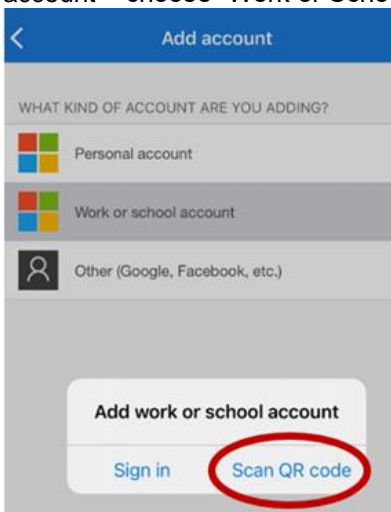**AUTHENTICATOR APP METHOD**

1. WEB BROWSER: Follow the instructions to install and configure the new Multifactor Authentication method on your device.

Microsoft Authenticator ✕

Start by getting the app

On your phone, install the Microsoft Authenticator app. Download now

After you install the Microsoft Authenticator app on your device, choose "Next".

I want to use a different authenticator app

Cancel   **Next**

Microsoft Authenticator ✕

Set up your account

If prompted, allow notifications. Then add an account, and select "Work or school".

Back   **Next**

2. MOBILE PHONE: Install the Microsoft Authenticator app.
3. MOBILE PHONE: Once the app is installed, open the app. You will be prompted to add an account – choose "Work or School".

Add account

WHAT KIND OF ACCOUNT ARE YOU ADDING?

Personal account

Work or school account

Other (Google, Facebook, etc.)
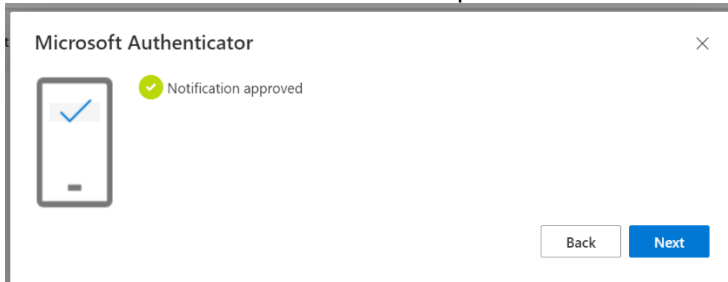
Add work or school account

Sign in   Scan QR code

If you already have the authenticator app installed, select the + button in the top right part of the screen.

4. MOBILE PHONE & WEB BROWSER: The mobile app will then ask you to scan the QR code on from the browser window.
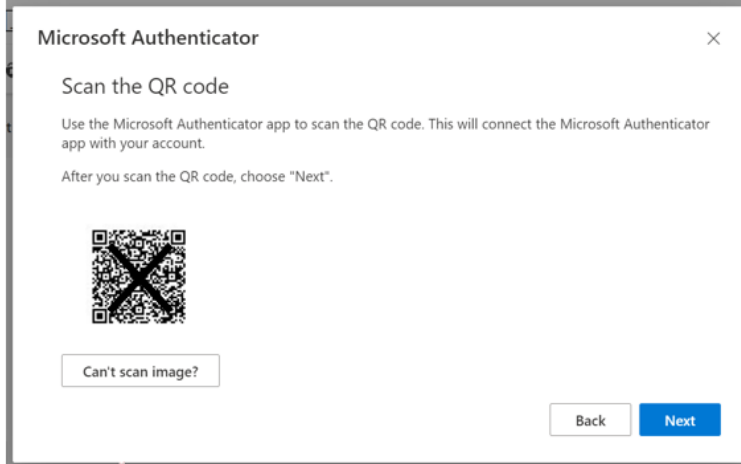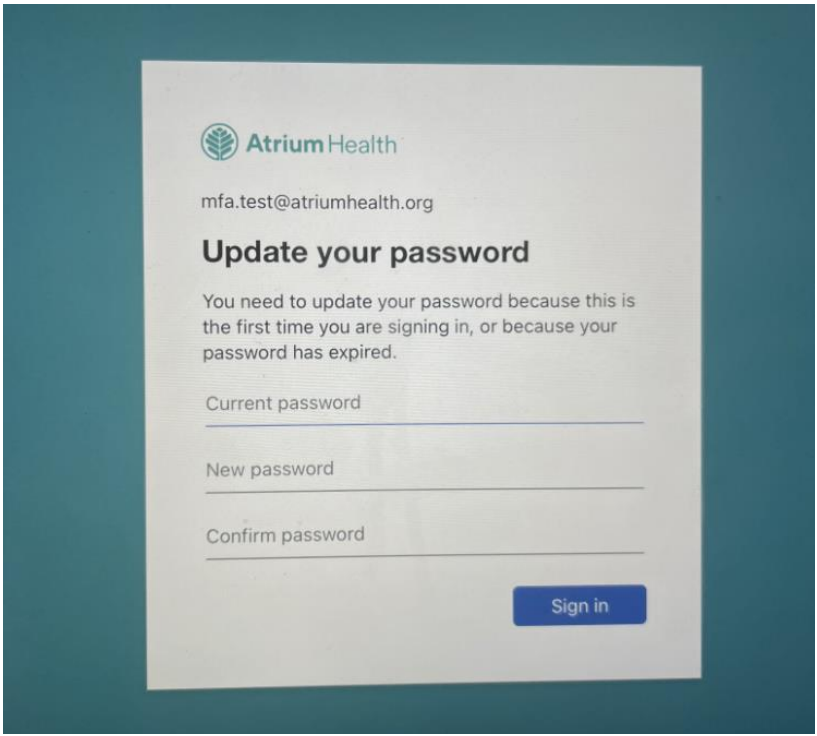

5. WEB BROWSER: Select Done to complete Authenticator configuration.

6. WEB BROWSER: You will receive a green notification in the portal if setup was successful.

7. *If this is your first time logging in, you will next get prompted to update your password.*

8. You have successfully Enrolled your account for Multifactor / Remote Login.