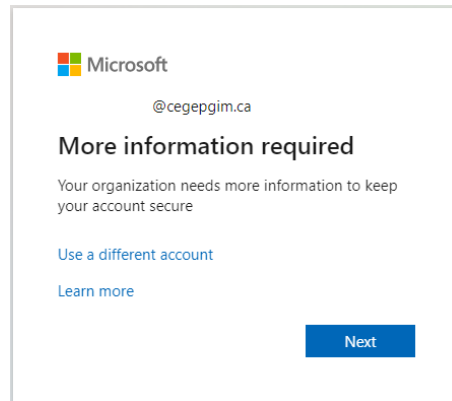
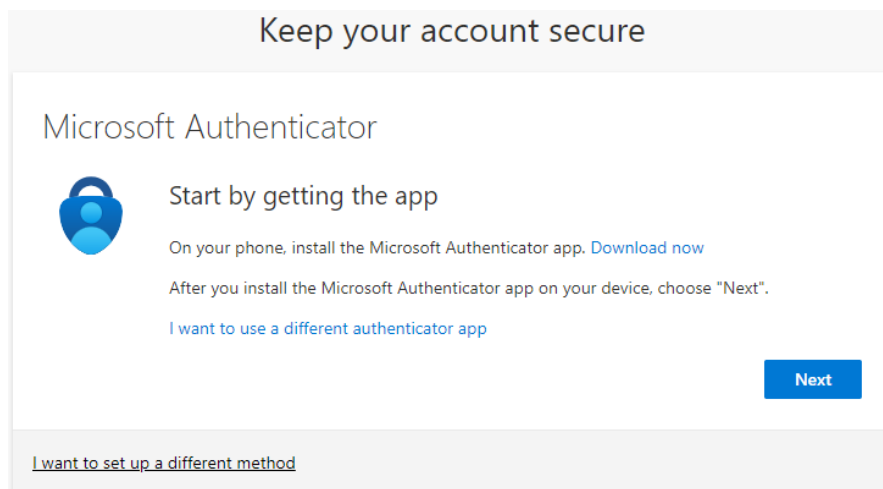


Multi-factor Authenticator (MFA)

1. From the page <https://aka.ms/mfasetup>, log in to your CEGEP account.
2. Click on next if the following window appears:



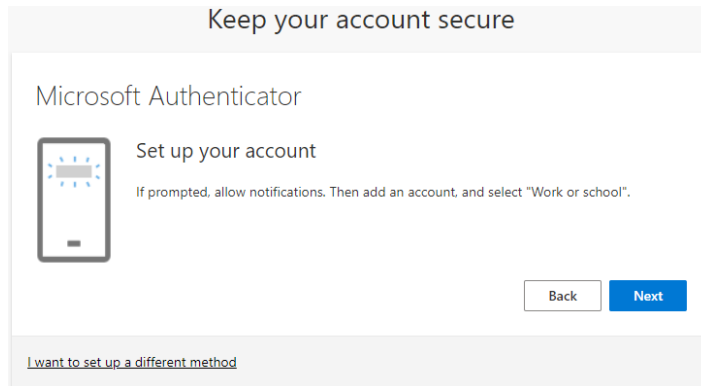
3. Select one of the two verification methods. We recommend using the Mobile app **Microsoft Authenticator** relative to the authentication (text message). With the app, you will only have to enter a 2-digit validation code instead of 6 via text message.



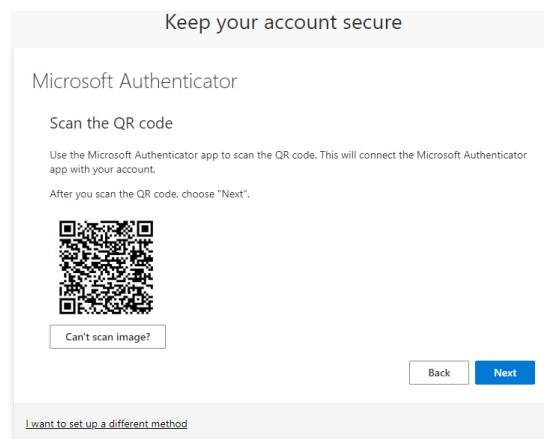
Mobile app method (Microsoft Authenticator):

1. Click on « Download now » and scan the QR code with your mobile device or go directly to download it from the application store of your mobile device.
2. Install the application **Microsoft Authenticator** on your phone [iOS \(Apple\)](#) or [Android](#).
The application icon is represented by:
3. Click on the next button.





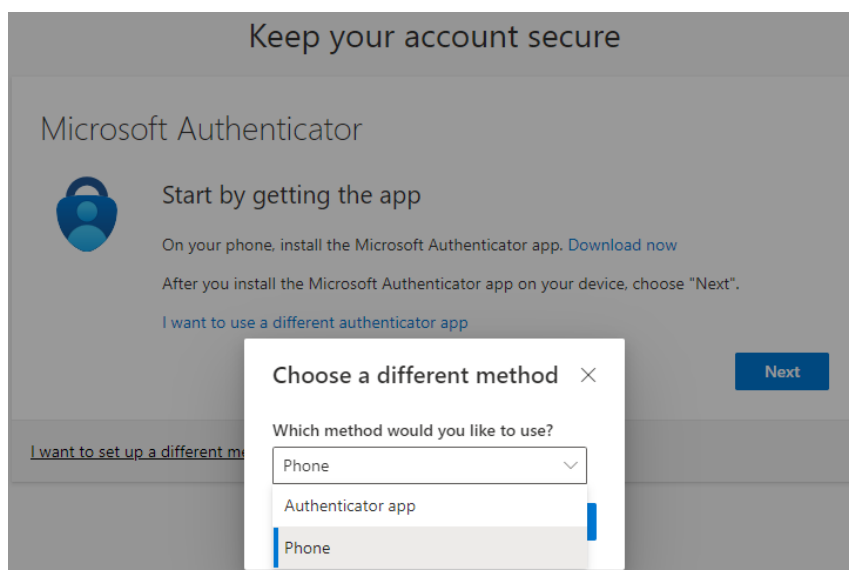
4. In the Microsoft Authenticator application, select **Add a work or school account**.
5. Click on the next button.



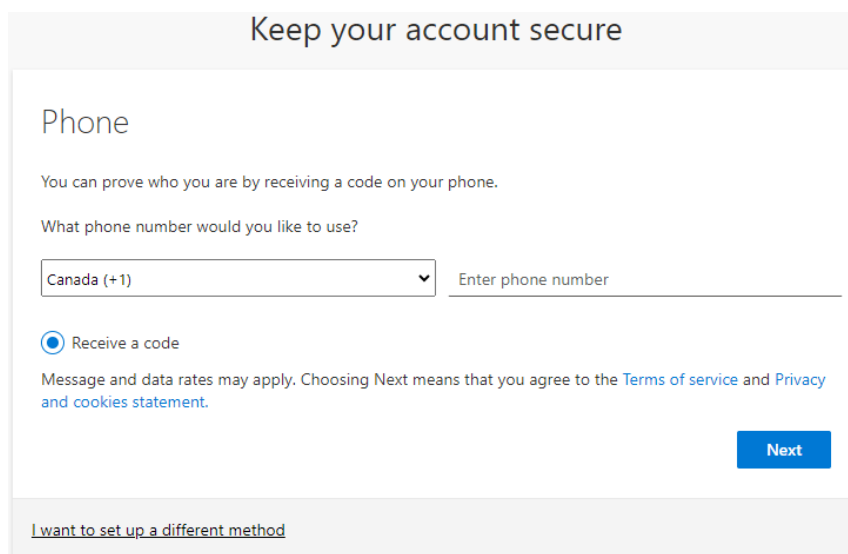
6. Use the Microsoft Authenticator application to scan the QR code.
7. Authorize Microsoft Authenticator to send you notifications.
8. Click on Next.
9. In Microsoft Authenticator, enter the 2-digit number shown to login in.
10. The message "*Notification approved*" will be displayed confirming successful setup.
11. Click on Next.

Authentication phone method (text message):

Click on “I want to configure another method.”



1. Select: Telephone and click on continue

A screenshot of the "Phone" setup screen. The heading is "Keep your account secure". The title of the screen is "Phone". The text says "You can prove who you are by receiving a code on your phone." and "What phone number would you like to use?". There is a dropdown menu for the country, currently set to "Canada (+1)", and a text input field for the phone number. Below this, there is a radio button selected for "Receive a code". A disclaimer states: "Message and data rates may apply. Choosing Next means that you agree to the Terms of service and Privacy and cookies statement." A "Next" button is at the bottom right. A link "I want to set up a different method" is at the bottom left.

2. Select the country, enter your cellphone number, and click on next.
3. Enter the verification code received by text message.
4. Tap verify and done.