

How to

Install and configure the MFA app
to the Microsoft cloud

Contents

1	Goal of this document	3
2	How to download and configure the MFA-App	3

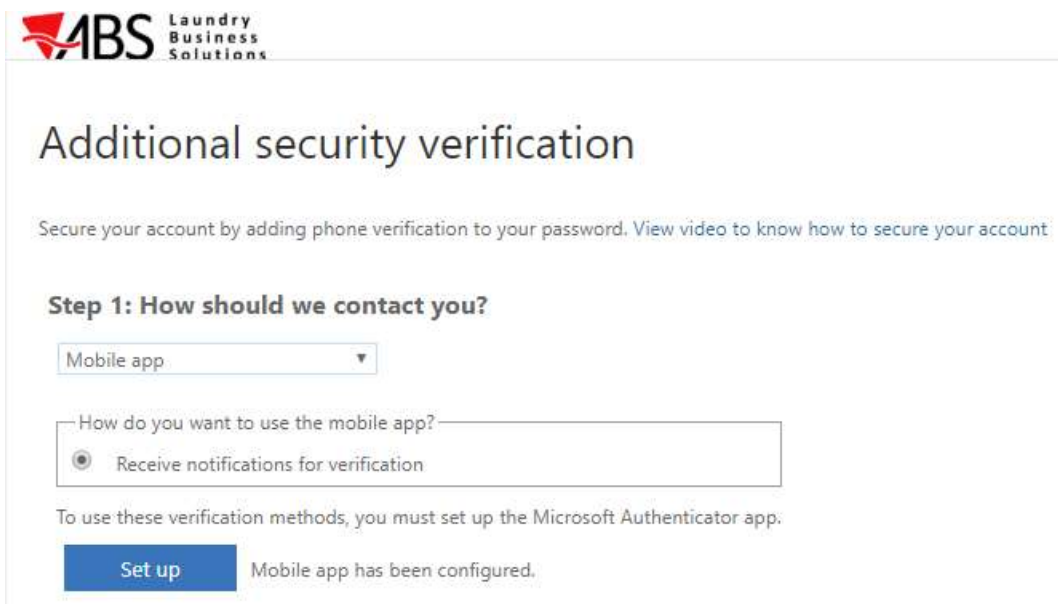
1 Goal of this document

The goal of this document is to install and configure the Microsoft Multi Factor Authentication app to add a security layer on our Office 365 environment.

When you connect to Amsterdam or Bucharest with the FortiClient software, you will need to use this MFA method as well.

2 How to download and configure the MFA-App

- When needed, go the Play Store to search and install the 'Microsoft Authenticator' app
- Go to the website: <https://aka.ms/mfasetup> and login with your username (E-Mail Address)
- Click on 'Next'
- At the following screen:



ABS Laundry Business Solutions

Additional security verification

Secure your account by adding phone verification to your password. [View video to know how to secure your account](#)

Step 1: How should we contact you?

Mobile app ▼

How do you want to use the mobile app?

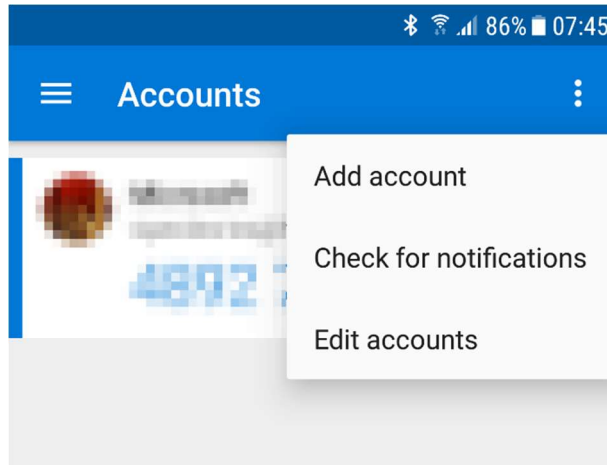
Receive notifications for verification

To use these verification methods, you must set up the Microsoft Authenticator app.

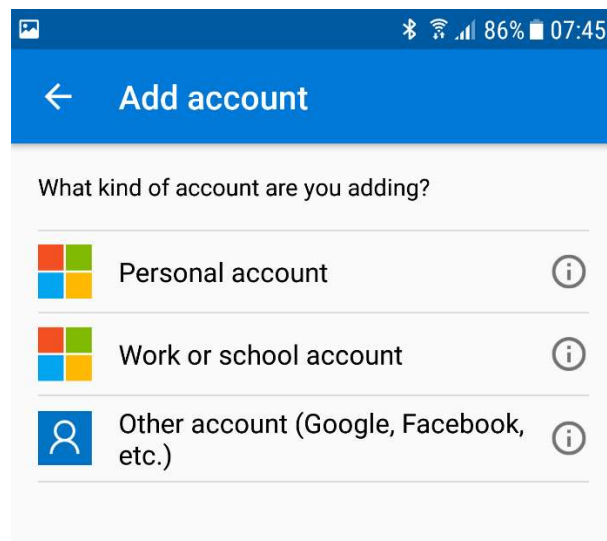
Set up Mobile app has been configured.

- Select 'Mobile App' from the dropdown menu
 - Select 'Receive notifications for verification'
- Click on 'Set up'

- Open the (Microsoft) 'Authenticator' on your phone
- In the Microsoft Authenticator-App, tap on the 3 vertical dots in the upper right corner
- Tap on 'Add account'



- Tap on 'Work or School account'



- Scan the QR Code that is shown in your web browser
- Click on 'Next'
- After enrolling, your device will be tested. Approve the message when needed.
- If that went successful you'll see 'Inter Data ABS SRL' with your username in the list

- At the following screen:

Additional security verification

Secure your account by adding phone verification to your password. [View video to know how to secure your account](#)

Step 3: In case you lose access to the mobile app

Netherlands (+31)

Your phone numbers will only be used for account security. Standard telephone and SMS charges will apply.

- Please enter your mobile phone number so you will be able to restore your app in the future, in case you ever lose access to your MFA app. Your number will not be used for any other purposes
- Click on 'Done'

- You will be presented with a summary of your (cloud) MFA settings

Additional security verification

When you sign in with your password, you are also required to respond from a registered device. This makes it harder for a hacker to sign in with just a stolen password. [View video to know how to secure your account](#)

what's your preferred option?

We'll use this verification option by default.

Notify me through app

how would you like to respond?

Set up one or more of these options. [Learn more](#)

<input checked="" type="checkbox"/>	Authentication phone	Netherlands (+31)	
<input type="checkbox"/>	Office phone	Select your country or region	Extension
<input type="checkbox"/>	Alternate authentication phone	Netherlands (+31)	

Authenticator app or Token [Set up Authenticator app](#)

Authenticator app - [Delete](#)

restore multi-factor authentication on previously trusted devices

[Restore](#)

[Save](#) [cancel](#)

Your phone numbers will only be used for account security. Standard telephone and SMS charges will apply.

- You can always return here (<https://aka.ms/mfasetup>) to make any changes to your preferences.
When finished, you can safely close your browser