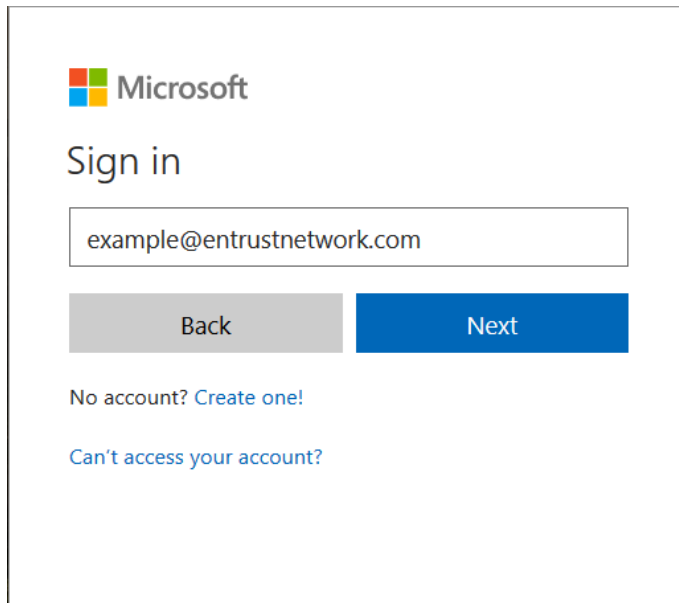


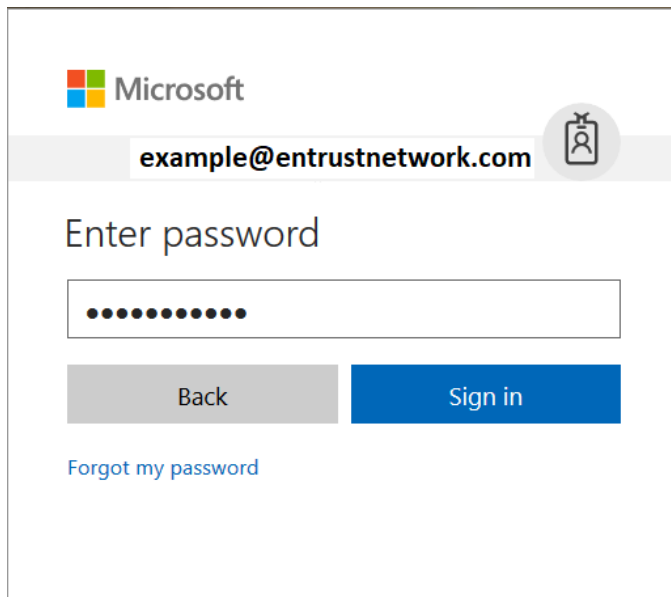
How to reconfigure the MFA

1. Login to your webmail (<https://login.microsoftonline.com>).



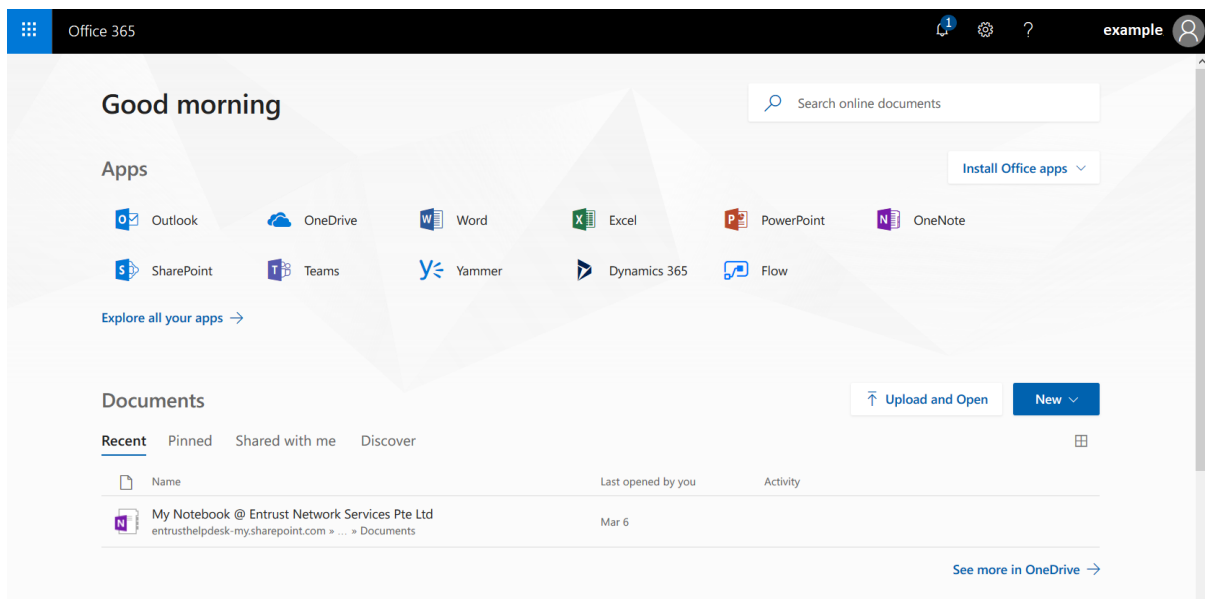
The screenshot shows the Microsoft sign-in page. At the top left is the Microsoft logo. Below it, the text "Sign in" is displayed. A text input field contains the email address "example@entrustnetwork.com". Below the input field are two buttons: a grey "Back" button and a blue "Next" button. At the bottom, there are two links: "No account? Create one!" and "Can't access your account?".

2. Sign in to your email account

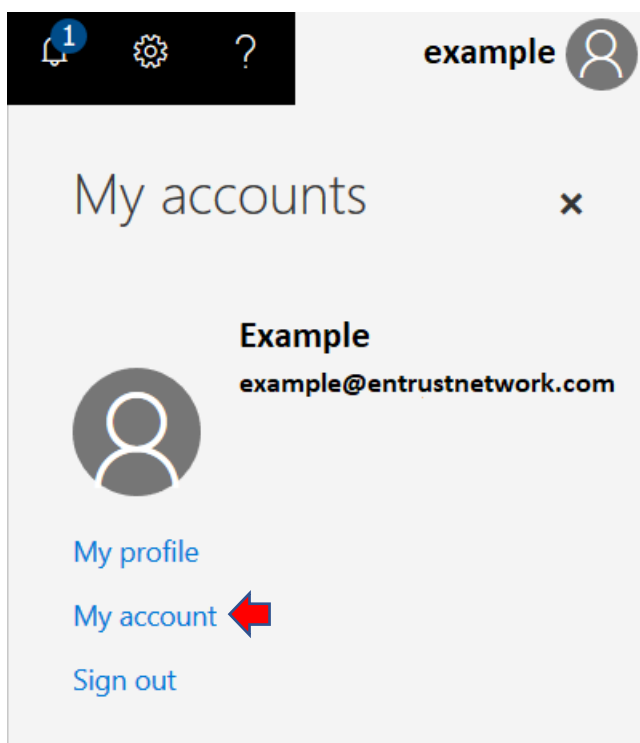


The screenshot shows the Microsoft password entry page. At the top left is the Microsoft logo. Below it, the email address "example@entrustnetwork.com" is displayed next to a user icon. Below this, the text "Enter password" is shown. A password input field contains ten black dots. Below the input field are two buttons: a grey "Back" button and a blue "Sign in" button. At the bottom, there is a link: "Forgot my password".

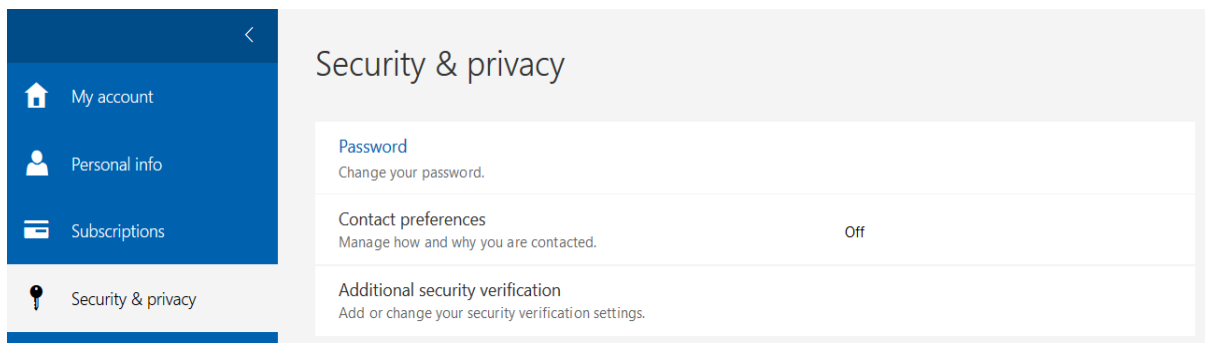
3. Click the Top right account icon.



4. Click the “My Account”



5. Click the security & policy, click the Additional security verification > Update your phone number used for account security



6. On the verification option, select Notify me through app

Additional security verification App Passwords

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](#)

Authentication phone Singapore (+65) 91231712

Office phone Select your country or region Extension

Alternate authentication phone Select your country or region

Authenticator app [Configure](#) Mobile app has been configured.

Save cancel

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

Tick the **Authentication Phone** and **Authenticator App**

7. Use your phone to “Scan” the scan code.

Configure mobile app

Complete the following steps to configure your mobile app.

1. Install the Microsoft authenticator app for Windows Phone, Android or iOS.
2. In the app, add an account and choose “Work or school account”.
3. Scan the image below.



[Configure app without notifications](#)

If you are unable to scan the image, enter the following information in your app.

Code: 739 674 507

Url: <https://cys01pfpad12.phonefactor.net/pad/894131152>

If the app displays a six-digit code, choose “Next”.

[Next](#) [cancel](#)



Microsoft Authenticator

Microsoft Corporation Business

★★★★☆ 9,424



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[Install](#)