• Enrollment **requires a mobile device such as a smartphone or tablet**. The instructions show screenshots using an **Android device**. Note that images might not be an exact match as devices will vary based on the version of the operating system

If you are following these instructions on a Christiana Care campus and your mobile device (smart phone or tablet) is connected to CCHS-Prod Mobile wireless, <u>please</u> <u>connect to the Guest Network or turn off the wireless connection while enrolling</u>. Otherwise, the setup of Authenticator will be a different experience from what is documented in the job aid.

Mobile App Installation:

- Install Microsoft Authenticator on a smartphone or tablet device
- In the Play Store search for and install Microsoft Authenticator OR use the QR Code provided below.







• Once installed, tap I Agree on the Your privacy matters screen



Setting up Authenticator for MFA with your Christiana Care account:

• Tap Add work or school account.



 Enter your Christina Care email address. This is <u>not</u> your 801 or 901 login ID/username. Tap Next 8011011111@christianacare.org

Microsoft			
Signin			
1 80:1 10:00 11:00 Can't access your acco Enter your Christiana Care email address)christiar unt? Back	e.org Next	
ିର୍ଦ୍ଦ୍ର Sign-in option	s		

• Enter your Christiana Care password. Tap Sign in



After entering your password, the sign-in will require an MFA response. Accept • the 'push notification' OR manually enter the code from your VIP application or hardware token.



Tap Allow Notifications



Verify

• Tap Finish



Congratulations! Your MFA Enrollment is complete. Authenticator will display Christiana Care and your full email address.



Authenticator will not be used until you are migrated to the new MFA solution. Migrations will occur by department and the migration date will be communicated via email.

You can test your enrollment to ensure Authenticator is configured properly. Please select the following link: <u>Validating Your Enrollment</u>