2FA Mobile App registration on Android

Requirements: Please prepare your PC/Mac and Mobile Device

Step 1	
After activated your CNA account, please go to https://aka.ms/mfasetup to set up 2FA authentication method. Enter staff email address (xxx@vtc.edu.hk) → Click "**Next**"	Microsoft Sign in Email, phone, or Skype No account? Create one! Can't access your account? Sign-in options Back Next
Step 2	
Enter password → Click "**Sign in**"	Microsoft ← Enter password Password Forgot my password Sign in
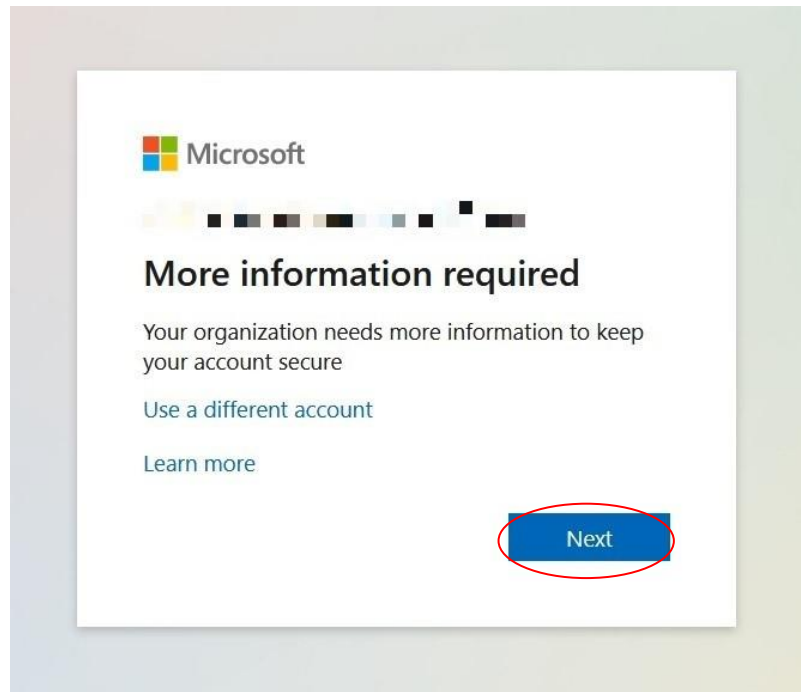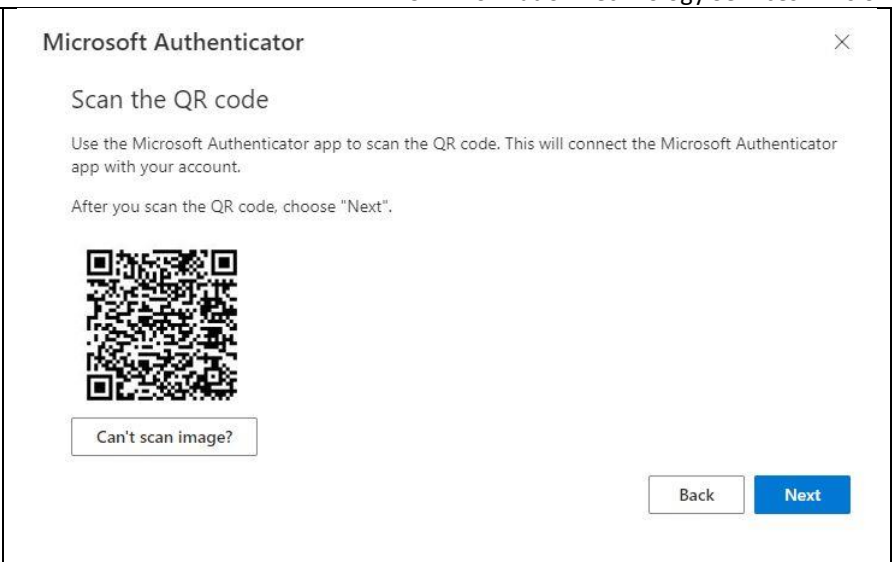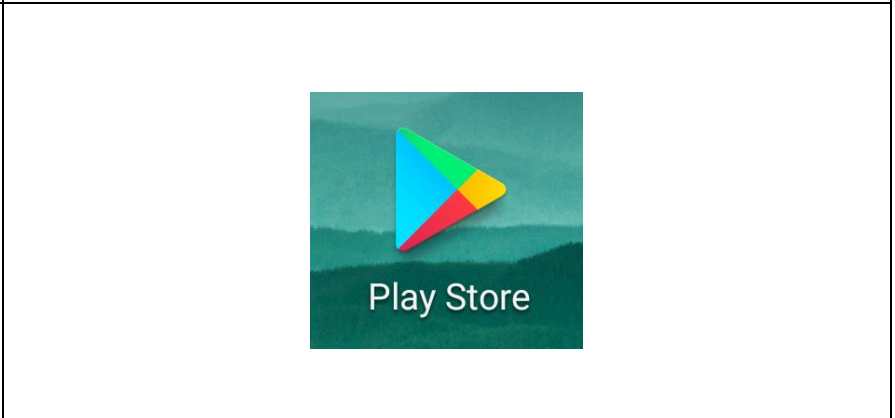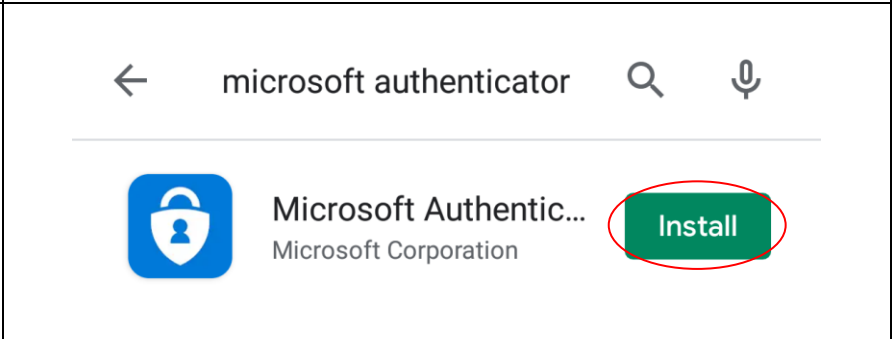
Step 3 Click "**Next**"	
Step 4 After login, it will show 2FA registration method with Microsoft Authenticator. Click "**Next**" Click "**Next**"	

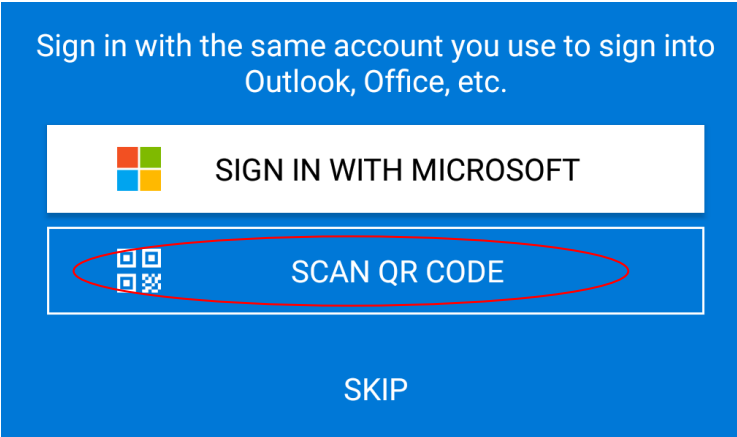| It will show a QR code.	Microsoft Authenticator ✕ Scan the QR code Use the Microsoft Authenticator app to scan the QR code. This will connect the Microsoft Authenticator app with your account. After you scan the QR code, choose "Next". Can't scan image? Back Next
Step 5 Use your mobile device to download the Microsoft Authenticator for Android from the Play Store. Tap "**Play Store**" icon <mark>Remark: Microsoft Authenticator for Android requires Android 6.0 or above version.</mark>	 Play Store
Step 6 Input "**microsoft authenticator**" in the search bar → Tap "**Install**" under the search result.	← microsoft authenticator 🔍 🎤 Microsoft Authentic... Microsoft Corporation Install
Step 7 Tap "**Microsoft Authenticator**" at mobile device.	 Authenticator

Step 8 Tap "**OK**" to allow the application collect usage data.	**Data Privacy** We gather non-personally identifiable usage data to help us improve the app. You can turn this off in settings. Learn more in the FAQs available under the Help menu. OK
Step 9 Tap "**SCAN QR CODE**"	Sign in with the same account you use to sign into Outlook, Office, etc. SIGN IN WITH MICROSOFT SCAN QR CODE SKIP
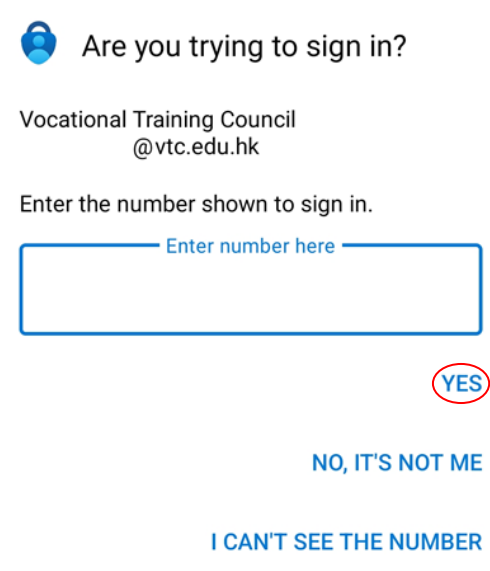
Step 10
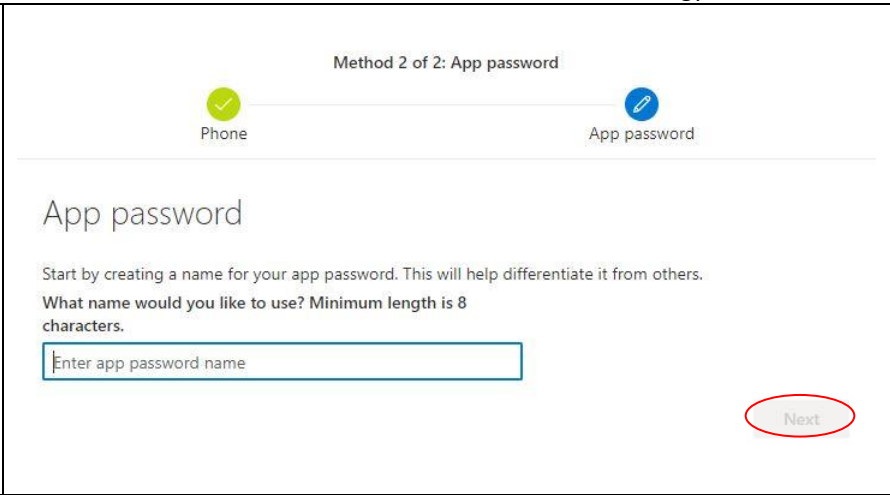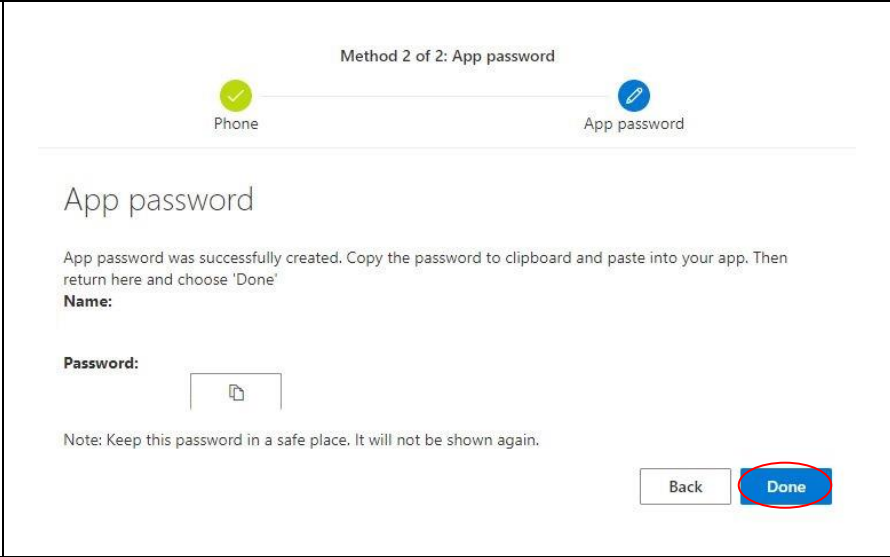
Tap "**ALLOW**" to let Microsoft Authenticator to use the camera to scan QR code.

Scan the QR code in Step 4.

Back to browser and then Click "**Next**".
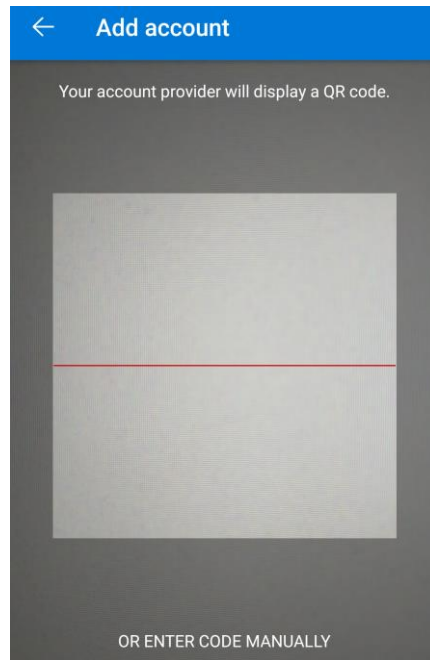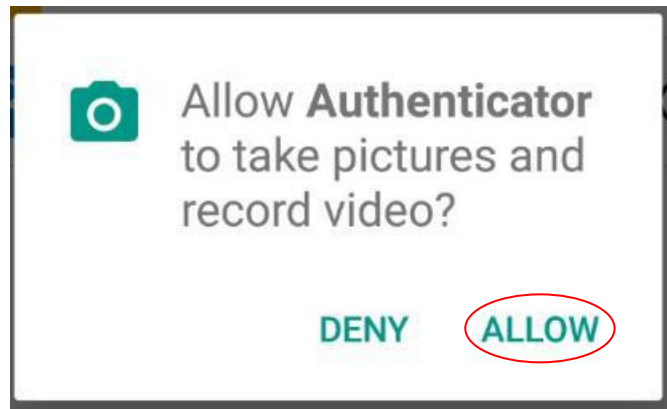
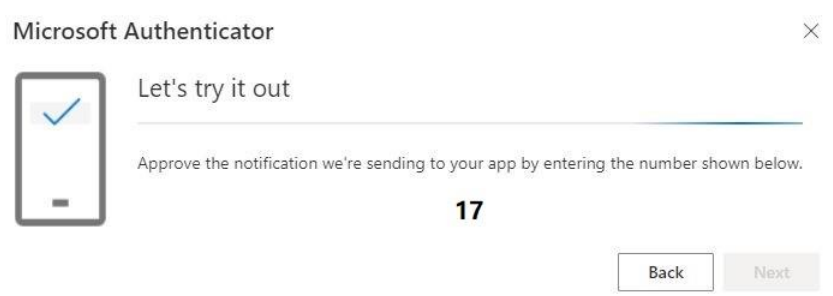|	
Step 11 It will show a number.	Microsoft Authenticator ✕ Let's try it out Approve the notification we're sending to your app by entering the number shown below. **17** Back	Next
Step 12 Back to Authenticator apps in your mobile device, type the number showed in Step 11 and then tap "**YES**".	Are you trying to sign in? Vocational Training Council @vtc.edu.hk Enter the number shown to sign in. Enter number here YES NO, IT'S NOT ME I CAN'T SEE THE NUMBER
Step 13 Back to browser, it will show the Authenticator apps was registered successfully. Click "**Next**"	Microsoft Authenticator ✕ ✓ Notification approved Back	Next

Step 14 To create App password, it is required to enter a name. After enter the name, click "**Next**".	Method 2 of 2: App password Phone App password App password Start by creating a name for your app password. This will help differentiate it from others. **What name would you like to use? Minimum length is 8 characters.** Enter app password name Next
Step 15 Copy and save app password in order to login native Apps → Click "**Done**" ==Remark：App passwords are auto-generated, and should be created and entered once per app. The password will not be displayed again after you clicked "Done".== Guideline for Manage and create App passwords	Method 2 of 2: App password Phone App password App password App password was successfully created. Copy the password to clipboard and paste into your app. Then return here and choose 'Done' **Name:** **Password:** Note: Keep this password in a safe place. It will not be shown again. Back Done
Step 16 You have set up your 2FA method with mobile apps successfully.	Method 2 of 2: Done App App password Success! Great job! You have successfully set up your security info. Choose "Done" to continue signing in. **Default sign-in method:** ••• App password test1234 Microsoft Authenticator Done