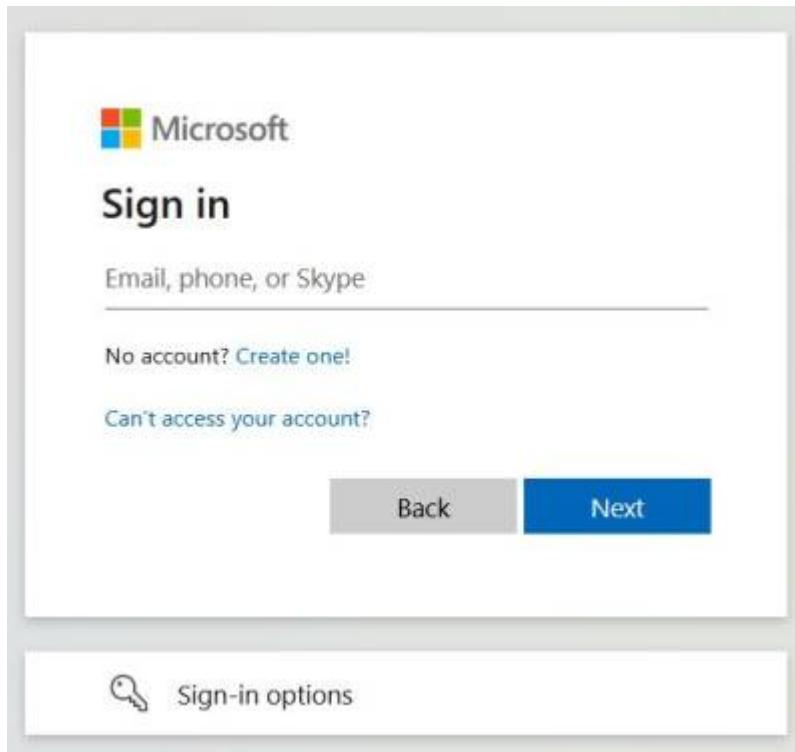


In any browser, log into the Microsoft portal:

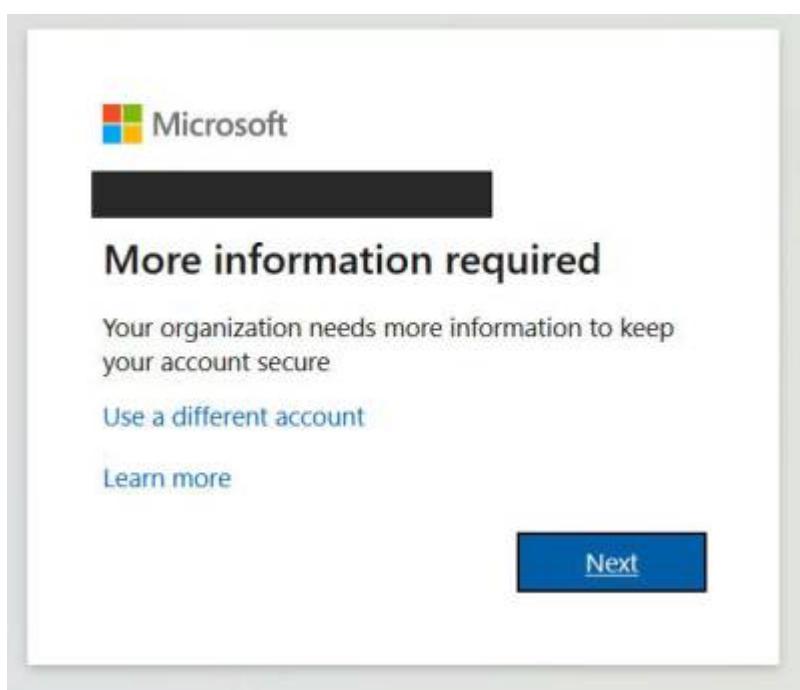
<https://portal.office.com>



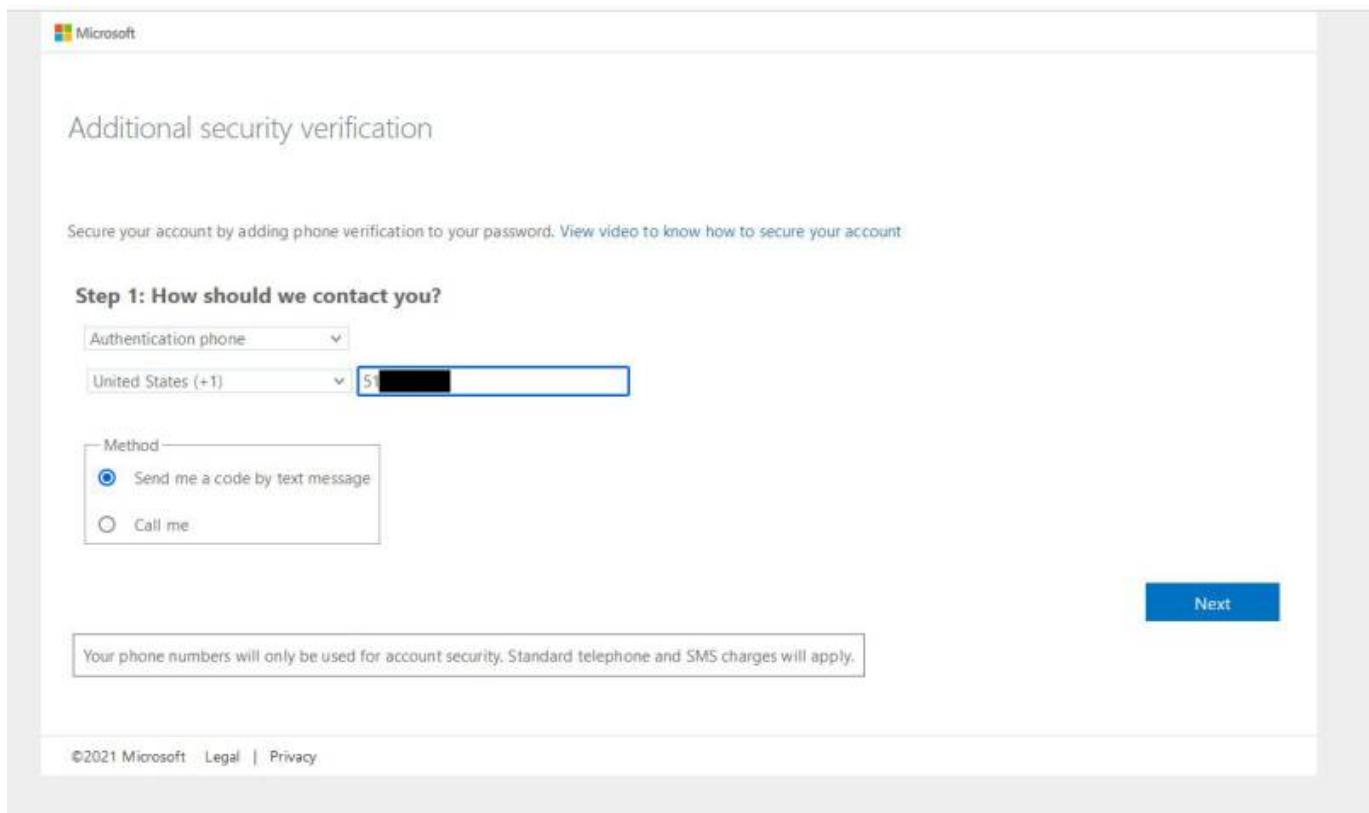
Use your current email address and then click the **Next** button.



Enter your current password for your Microsoft 365 account and click the **Sign in** button.
If asked, make sure you choose **Work or School** account and NOT Personal.
Once MFA is turned on for your Microsoft 365 account, you will be presented with the following:



Click the **Next** button to continue.



Make sure you choose the settings as shown in the above screen shot:

1. Authentication Phone
2. Your current mobile phone number
3. Send me a code by text message

Enter in your current mobile number and then click the **Next** button to continue.
Once you receive the text message, fill in the code on the following form:

Microsoft

Additional security verification

Secure your account by adding phone verification to your password. View video to know how to secure your account.

Step 2: We've sent a text message to your phone at +1 51 [REDACTED]

When you receive the verification code, enter it here:

[REDACTED] 6 [REDACTED]

Cancel **Verify**

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Click the **Verify** button to continue.

Microsoft

Additional security verification

Secure your account by adding phone verification to your password. View video to know how to secure your account.

Step 3: Keep using your existing applications

In some apps, like Outlook, Apple Mail, and Microsoft Office, you can't use a phone to secure your account. To use these apps, you'll need to create a new "app password" to use in place of your work or school account password. [Learn more](#)

Get started with this app password:

[REDACTED] 

Done

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You don't need to keep the app password that it generates. If all is successful, click the **Done** button to complete the login for your Microsoft 365 account.

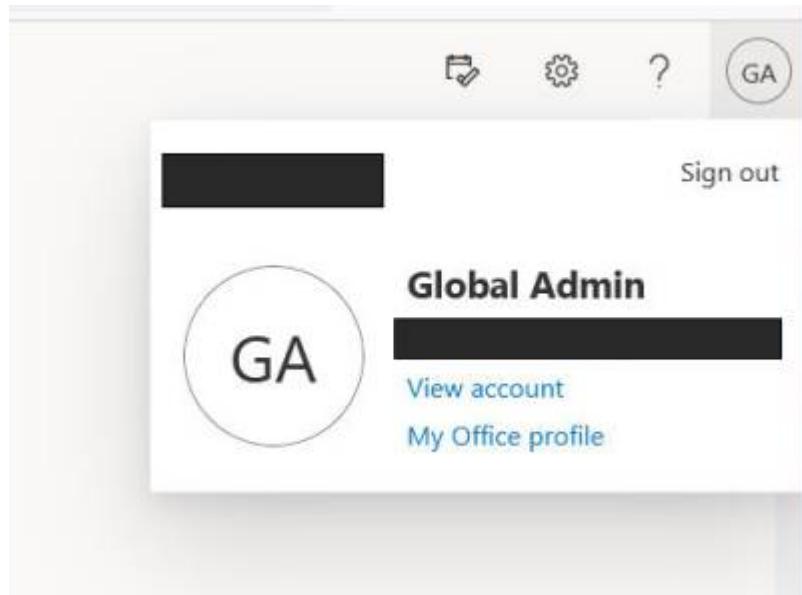
Once successfully logged into your Microsoft 365 account, click on your initials in the top right hand corner:

Last update:

2024/04/24

microsoft:add-lastpass-mfa http://wiki.computersdotcalm.com/doku.php?id=microsoft:add-lastpass-mfa&rev=1713978689

17:11



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