

Register for Azure Multi-Factor Authentication

The purpose of this document is to walk through the steps to register for Azure Multi-Factor Authentication (MFA). This new method of authentication is a prerequisite to our ongoing expansion of cloud based resources.

Step 1: To begin go to <u>https://aka.ms/mfasetup</u> from your workstation browser. <u>Please ensure you are</u> <u>connected to the Hanger network at a Hanger location or via the VPN.</u>

sign in	
Email or phone	
Can't access your account?	
	Next

Some users are already registered for Azure MFA and will be prompted to Approve the sign in request depending on your current default approval method (phone call or Mobile Authenticator App). Once you approve the sign in, you will be taken to the <u>Security info</u> page for your account. At this point, your registration is complete and you do not need to continue with the remaining steps.

If you are not already registered for Microsoft Azure, you will be prompted to sign in with your Hanger email address. Enter your Hanger email address and click Next. You will need to complete the remaining steps.

Micr	osoft	
	@hanger.com	
More	nformation requi	red
Your organ your accor	ization needs more informati int secure	ion to keep
Use a diffe	rent account	
Learn mor	e.	
		<u>Next</u>

Step 2: The registration wizard will begin and instruct to download the Microsoft Authenticator app. This is the preferred method for multi-factor authentication. Should you decide not to use the Microsoft Authenticator app, there is an option to <u>set up a different method</u> at the bottom of the prompt.



Hanger Inc.		?
	Keep your account secure Your organization requires you to set up the following methods of proving who you are.	
	Microsoft Authenticator Start by getting the app On your phone. Install the Microsoft Authenticator app. Download now After you install the Microsoft Authenticator app on your device, choose "Next". I want to use a different authenticator app	
	Lwant to set up a different method	

Step 3: Once the Authenticator app has been installed on your mobile phone, click Next to proceed.

Hanger Inc.		?
	Keep your account secure Your organization requires you to set up the following methods of proving who you are.	
	Microsoft Authenticator Set up your account If prompted, allow notifications. Then add an account, and select "Work or school". Back Next	
	I want to set up a different method	

Step 4: From the Authenticator App on your mobile phone, **if this is the first account being added** after install, you will select "Scan a QR code" on the main screen. Scan the QR code displayed in your browser window. When the app indicates the scan was successful and the account is added, click Next in the browser window.

If you have one or more accounts listed, click the '+' icon (iPhone) or ':' icon (Android) at the top right corner to add a new account. Then select Work or school account and then select Scan a QR code. Scan the QR code displayed in your browser window. When the app indicates the scan was successful and the account is added, click Next in the browser window

4 ∞ X M O R % # I	Hanger Inc.	ć
Skip	Keep your account secure Your organization requires you to set up the following methods of proving who you are.	
	Microsoft Authenticator Scan the QR code	
Peace of mind for your digital life Secure your accounts with multi-factor authentication.	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".	
Sign in with Microsoft		
Scan a QR code R code will be shared by your account provider (e.g. Microsoft Couple Encebook) or promitization	Can't scan imager Back Next	
Restore from backup	I want to set up a different method	



Step 5: You will receive a notification from the Authenticator app to approve the request. Approve the request on your mobile device.

Hanger Inc.	
	Keep your account secure
	Microsoft Authenticator Let's try it out Approve the notification we're sending to your app. Back

Step 6: Once confirmed, click Next.

Hanger Inc.		?
	Keep your account secure Your organization requires you to set up the following methods of proving who you are.	
	Microsoft Authenticator	
	I want to set up a different method	

Step 7: On Success, click Done.

Hanger Inc.		?
	Keep your account secure	osoft Authenticator app was successfully of stered
	Success! Great job INu have successfully set up your security info. Choose "Done" to continue signing in. Default sign-in method:	
	Done	•

At this point MFA registration is complete, you may now add additional methods as a backup and change the default sign-in method if you desire to do so.

My Sign-Ins		? 🖲
A Overview	Security info These are the methods you use to sign into your account or reset your password. Default sign-in method: Microsoft Authenticator - notification Change	
Organizations Devices	+ Add method Add method Microsoft Authenticator SM-G975U	Delete
A Privacy	Lost device? Sign out everywhere	



Alternate Sign-In Method Setup

If you prefer to use the phone call method to approve your sign requests, follow the steps below.

Click I want to set up a different method.

Hanger Inc.		?
	Keep your account secure Your organization requires you to set up the following methods of proving who you are.	
	Microsoft Authenticator Start by getting the app On your phone install the Microsoft Authenticator app. Download now After you install the Microsoft Authenticator app on your device, choose "Next". I want to use a different authenticator app Next	
	I want to set up a different method	

Select Phone from the drop-down list and click Confirm.

Hanger Inc.		?
	Keep your account secure	
	And your we choose a different method is use?	

Enter your mobile number and click Next.

Hanger Inc. Keep your account secure Vour organization requires you to set up the following methods of proving who you are. Phone You can prove who you are by answering a call on your phone. What phone number would you like to use? United States (+1) © Call me	Hanger Inc. Excep your account secure Urac organization requires you to set up the following methods of proving who you are. Phone You can prove who you are by answering a call on your phone. What phone number would you like to use? Instead states (+1) © Call me Message and data rates may apply. Choosing Next means that you agree to the Terms of service and Privacy and cooles statement. Message and data rates may apply. Choosing Next means that you agree to the Terms of service and Privacy		
Keep your account secure Vour organization requires you to set up the following methods of proving who you are. Phone Vous can prove who you are by answering a call on your phone. What phone number would you like to use? United States (+1) © Call me	Keep your account secure Ure organization requires you to set up the following methods of proving who you are. Phone Ure organe number would you like to us? Intered states (+1) Intered states (+1)	Hanger Inc.	
Vour organization requires you to set up the following methods of proving who you are. Phone You can prove who you are by answering a call on your phone. What phone number would you like to use? United States (+1) © Call me	The regarding of the requires you to set up the following methods of proving who you are. Phone You can prove who you are by answering a call on your phone. What phone number would you like to use? United states (+1) Control Call me Message and data rates may apply. Choosing Next means that you agree to the Terms of service and Privacy and coolies statement. Person		Keen your account secure
Phone You can prove who you are by answering a call on your phone. What phone number would you like to use? United States (+1) Call me Call me	Phone You can prove who you are by answering a call on your phone. What phone number would you like to use? United States (+1) Control Call me Message and data rates may apply. Choosing Next means that you agree to the Terms of service and Privacy and cookies statement.		Your organization requires you to set up the following methods of proving who you are.
	Message and data rates may apply. Choosing Next means that you agree to the Terms of service and Privacy and cookies statement.		Phone You can prove who you are by answering a call on your phone. What phone number would you like to use? United States (+1) © call me



Answer the call and press the # key in response.

Hanger Inc.		?
	Keep your account secure	
	Your organization requires you to set up the following methods of proving who you are.	
	Phone We're caling +1 now. Back	
	I want to set up a different method	

On response received registration will be complete. Click Next.

Keep your account secure	
Your organization requires you to set up the following methods of proving who you are.	
Phone	
Call answered. Your phone was registered successfully.	
Next	

Click Done.

Hanger Inc.	
	Keep your account secure Your organization requires you to set up the following methods of proving who you are.
	SUCCESS! Great job! You have successfully set up your security into. Choose "Done" to continue signing in.
	Default sign-in method:
	Dow

Support Information

Should you have any questions, please contact the Hanger Resource Center at 1-800-682-9157.