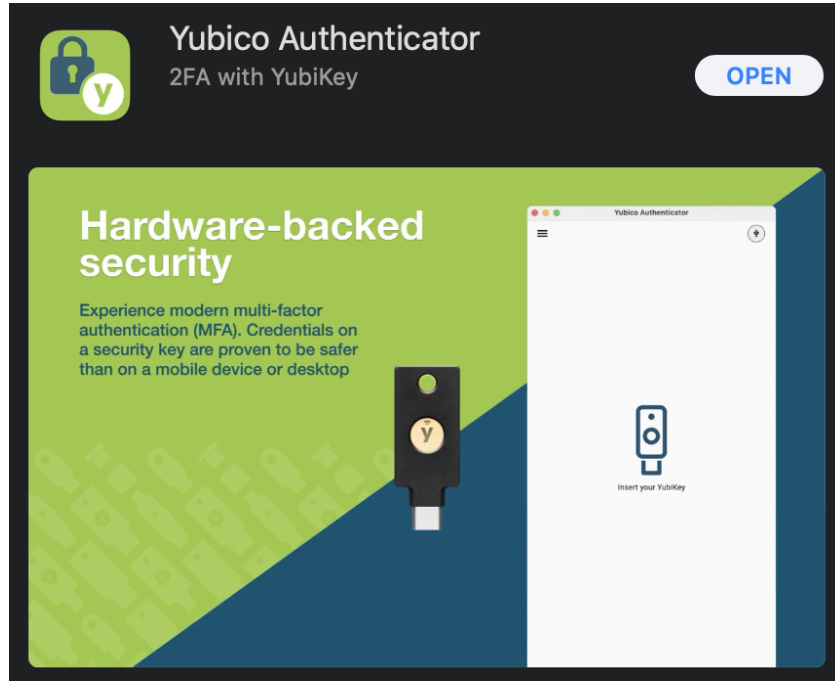


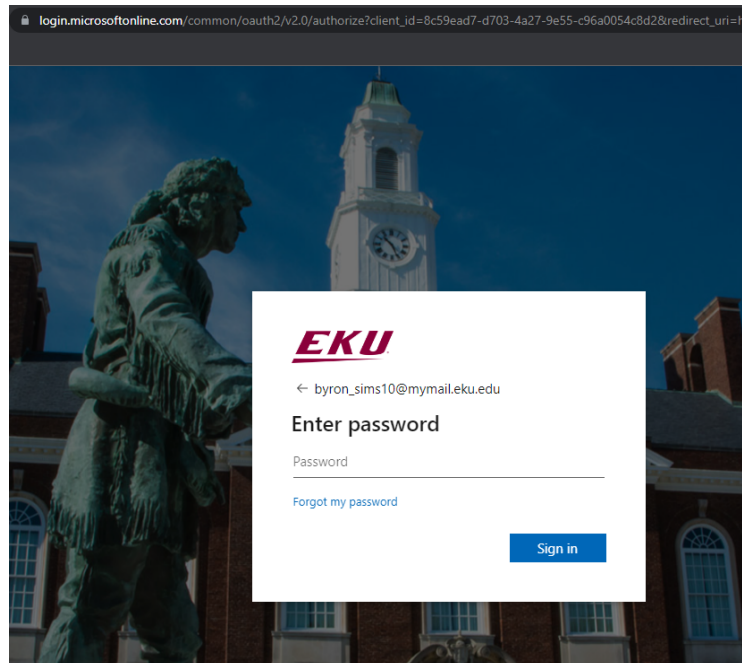
1. Download Yubico Authenticator on the client machine from the Apple App store.



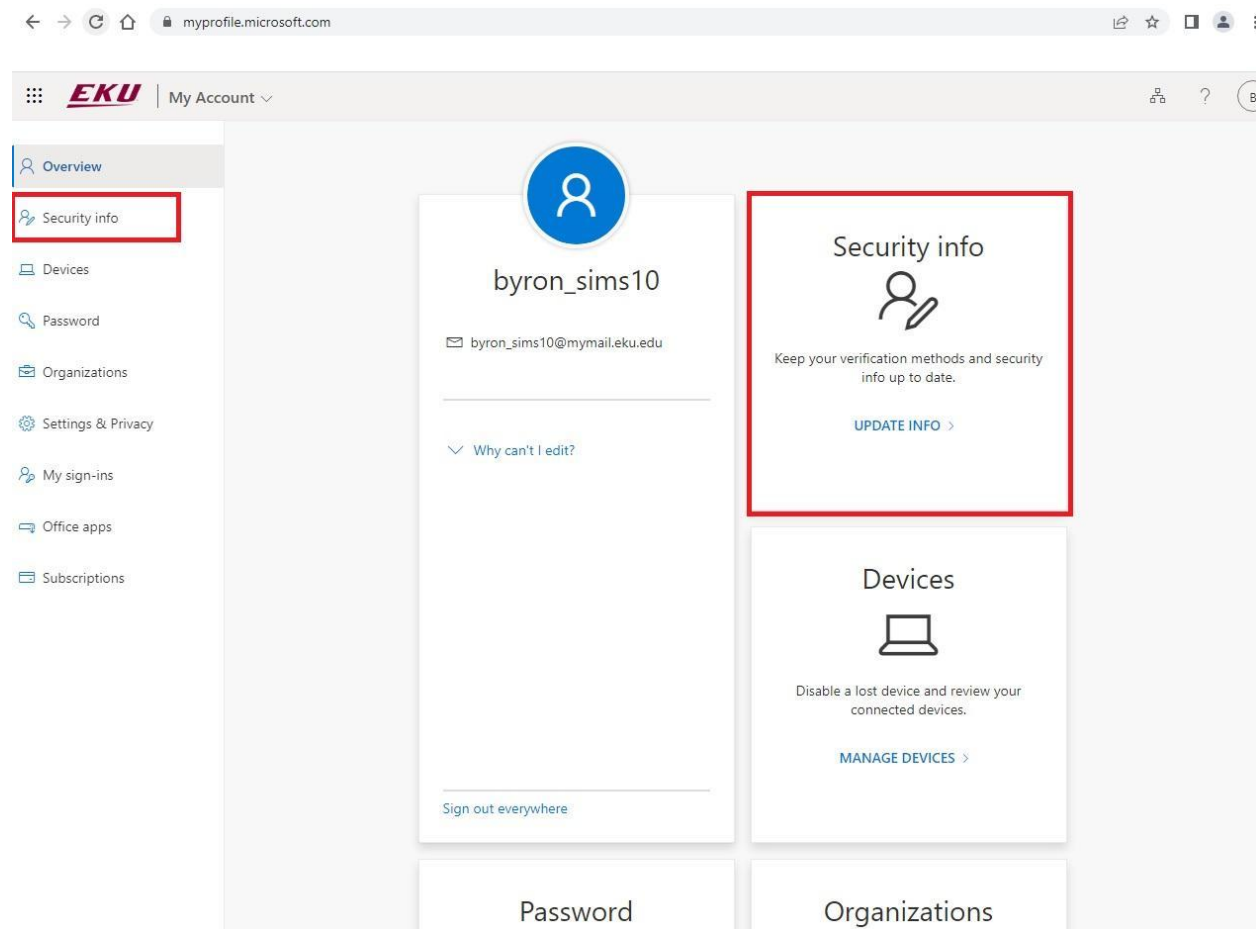
2. Log into <https://myprofile.microsoft.com> with your EKU email address.

NOTE: May need to go here for the first time

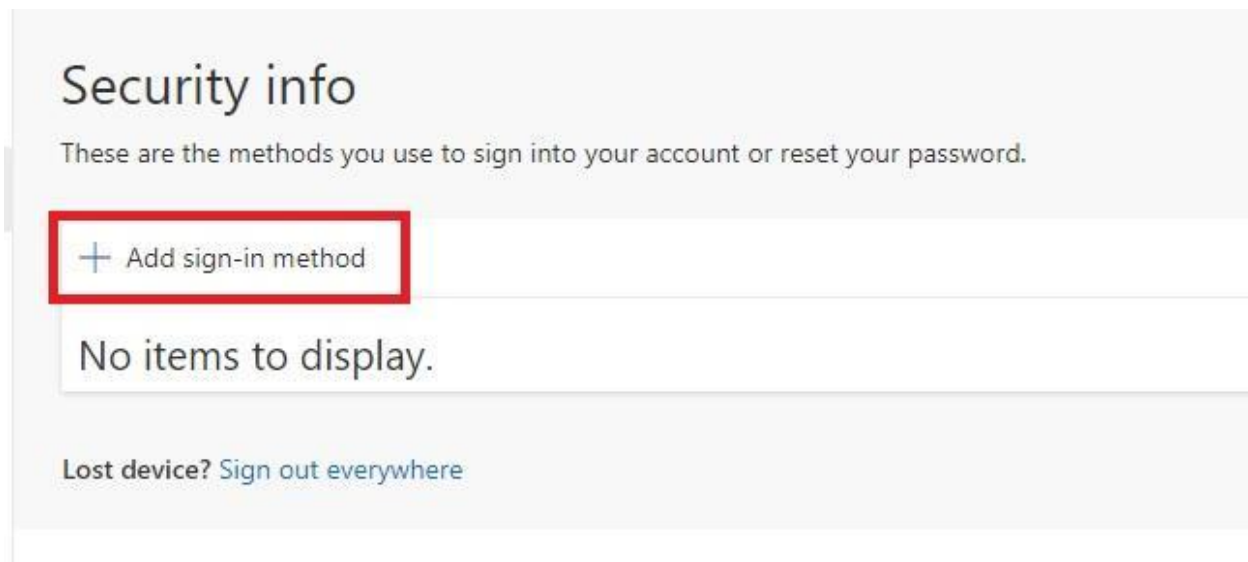
<https://account.activedirectory.windowsazure.com/Proofup.aspx>



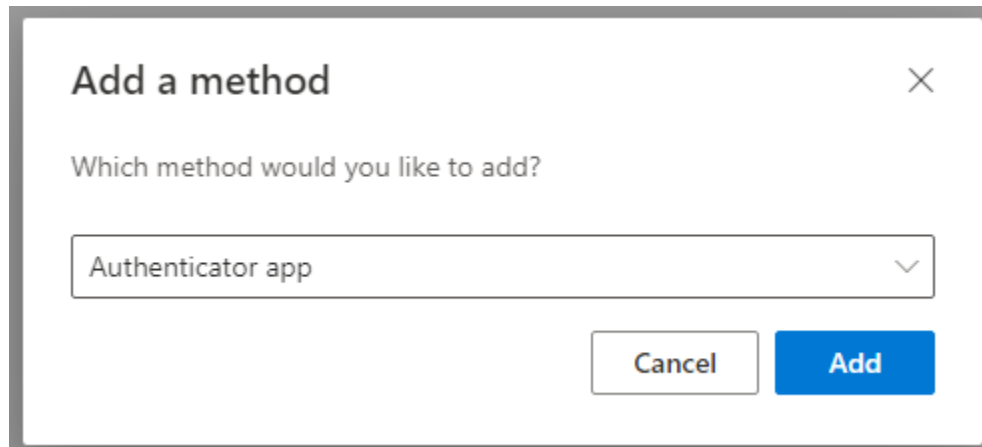
3. Click on Security info, either on the left menu or the center boxes.



4. Click "Add sign-in method"

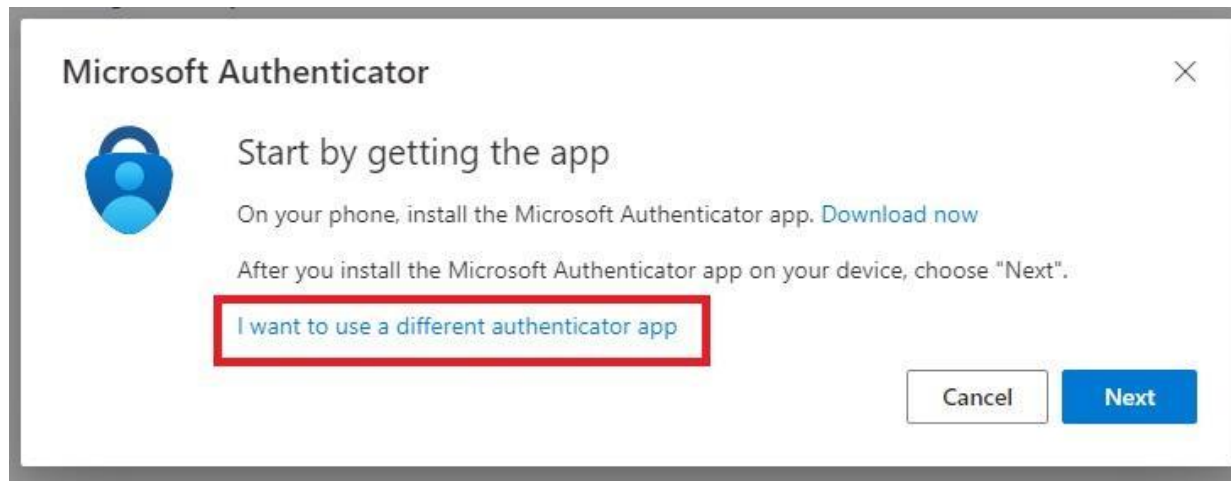


5. From the dropdown, choose "Authenticator app" and click Add.



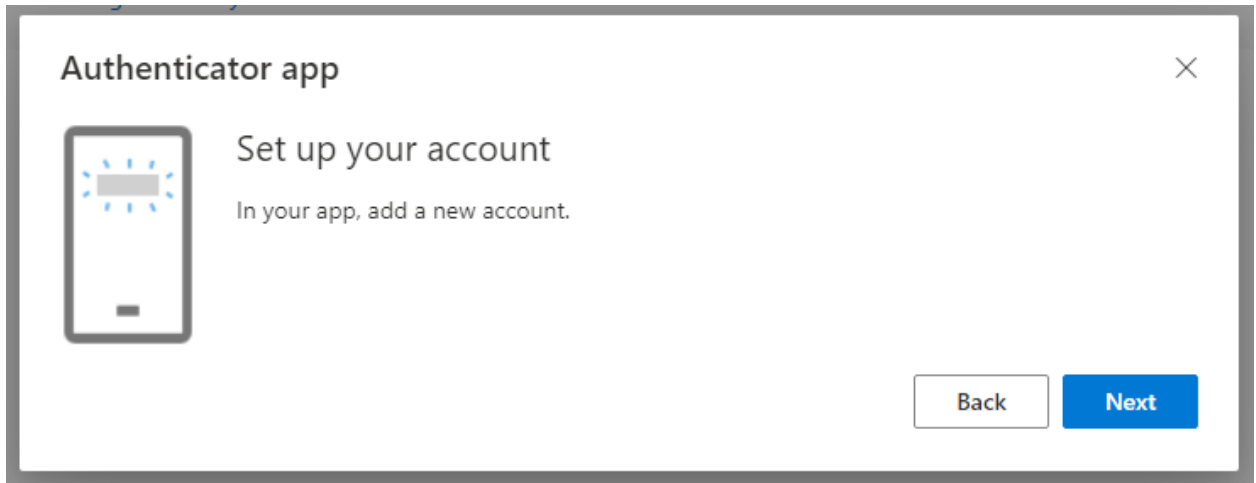
The screenshot shows a dialog box titled "Add a method" with a close button (X) in the top right corner. Below the title is the question "Which method would you like to add?". A dropdown menu is open, showing "Authenticator app" as the selected option. At the bottom right, there are two buttons: "Cancel" and "Add".

6. Click "I want to use a different authenticator app".

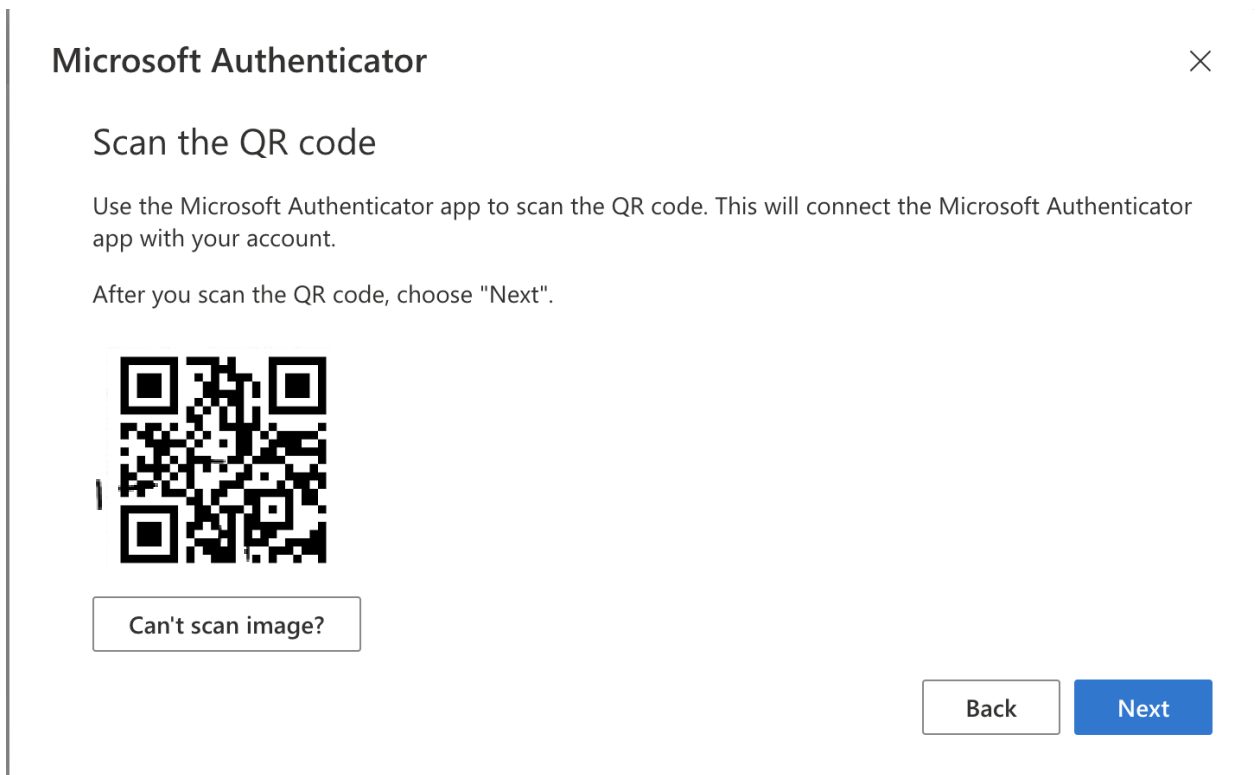


The screenshot shows the Microsoft Authenticator setup screen. The title is "Microsoft Authenticator" with a close button (X) in the top right corner. On the left is the Microsoft Authenticator logo. The main heading is "Start by getting the app". Below this, it says "On your phone, install the Microsoft Authenticator app. [Download now](#)". The next line says "After you install the Microsoft Authenticator app on your device, choose 'Next'.". A red box highlights the link "I want to use a different authenticator app". At the bottom right, there are two buttons: "Cancel" and "Next".

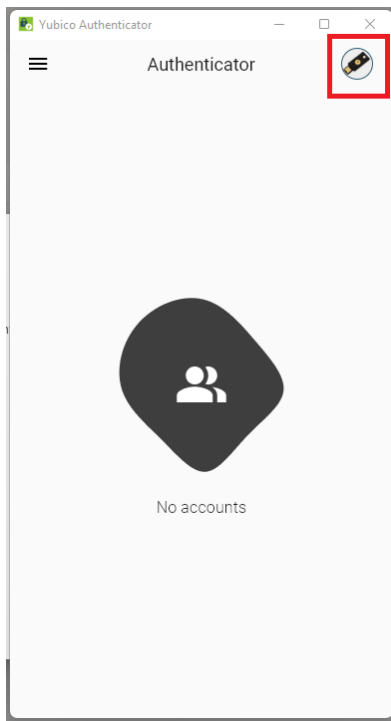
7. Click Next



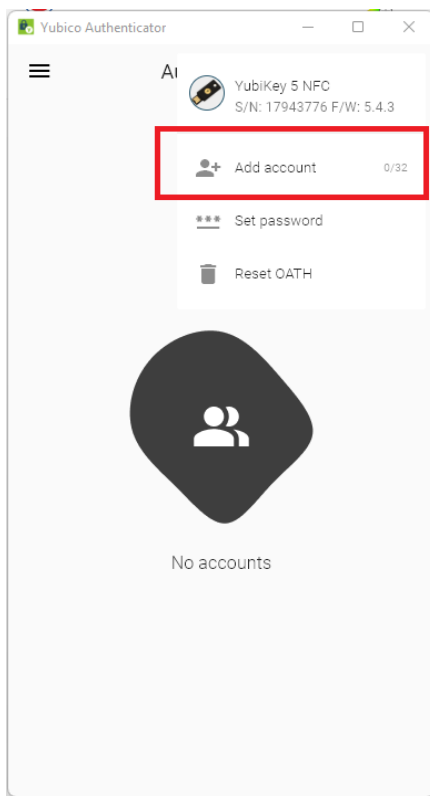
8. When you see the QR code, insert the YubiKey into the USB port of your computer and run the Yubico Authenticator application.



9. In the top right corner of the Yubico Authenticator app, click the picture of the YubiKey.



10. Click "Add account",



11. Click "Scan QR code".

The screenshot shows the 'Add account' screen in the Yubico Authenticator application. The window title is 'Yubico Authenticator'. The screen has a close button (X) and a 'Save' button in the top right corner. The form includes the following fields and options:

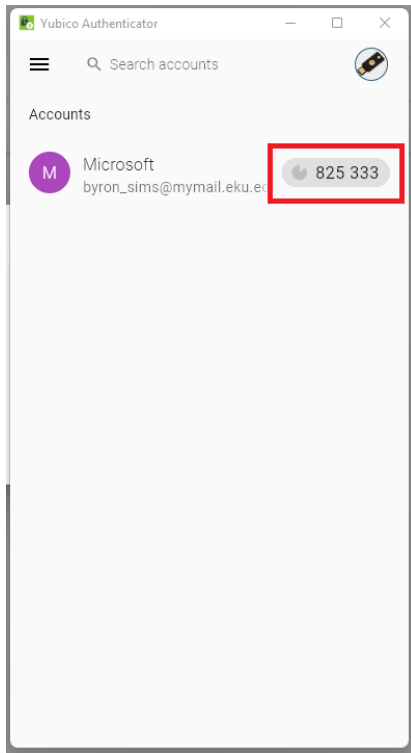
- 'Issuer (optional)' text input field with a QR code icon on the left and a character count of '0/62'.
- 'Account name' text input field with a person icon on the left and a character count of '0/64'.
- 'Secret key' text input field with a key icon on the left and an eye icon on the right for toggling visibility.
- 'Scan QR code' button with a QR code icon, highlighted by a red rectangular box.
- 'Require touch' button.
- 'Time based' dropdown menu.
- 'SHA-1' dropdown menu.
- '30 sec' dropdown menu.
- '6 digits' dropdown menu.

12. That should fill in the account information. Click Save.

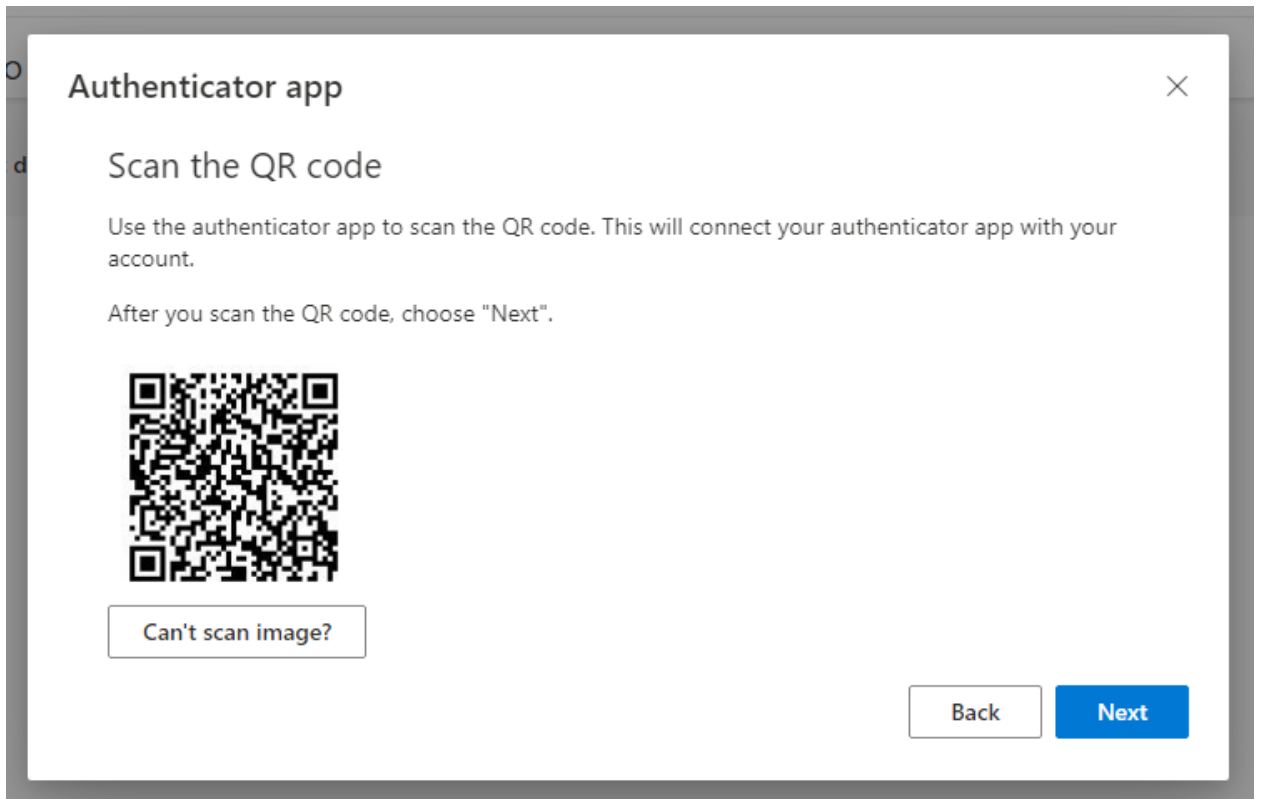
The screenshot shows the 'Add account' screen in the Yubico Authenticator application after the account information has been filled in. The window title is 'Yubico Authenticator'. The screen has a close button (X) and a 'Save' button in the top right corner, which is highlighted by a red rectangular box. The form includes the following fields and options:

- 'Issuer (optional)' text input field with a QR code icon on the left and the text 'Microsoft' entered, with a character count of '9/36'.
- 'Account name' text input field with a person icon on the left and the text 'test_account@mymail.eku.edu' entered, with a character count of '27/54'.
- 'Secret key' text input field with a key icon on the left and an eye icon on the right for toggling visibility.
- 'Scanned QR code' button with a QR code icon.
- 'Require touch' button.
- 'Time based' dropdown menu.
- 'SHA-1' dropdown menu.
- '30 sec' dropdown menu.
- '6 digits' dropdown menu.

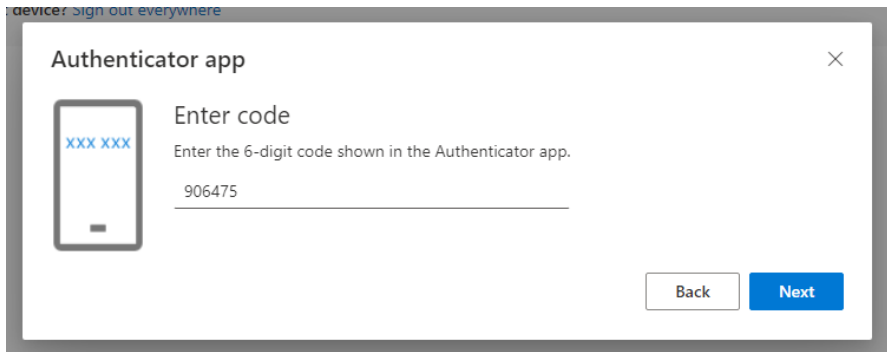
13. Double click on the numbers.



14. Click Next on your browser window



15. Paste the code from the Yubico Authenticator app onto the Enter code line and click Next.



16. The Authenticator app should be listed under your sign-in methods on the Microsoft Security Info screen.

