

Registration MFA with Microsoft

Go to the registration link: <https://aka.ms/MFASetup>

Enter Username@fhgr.ch (Username = FHGR account name) in the input field and then click on «Next»



Sign in

[Can't access your account?](#)

Next

On the redirected FHGR page, you must enter your password and click on «Login».

Sign in

Sign in

You can decide for yourself whether you want to remain logged in or not and confirm with «Yes» or «No». (The «Yes» is for future connections).



username@fhgr.ch

Stay signed in?

Do this to reduce the number of times you are asked to sign in.

Don't show this again

No

Yes

A new Microsoft window is now displayed, in which the additional security check methods can be set with «Next».



username@fhgr.ch

More information required

Your organization needs more information to keep your account secure

[Use a different account](#)

[Learn more](#)

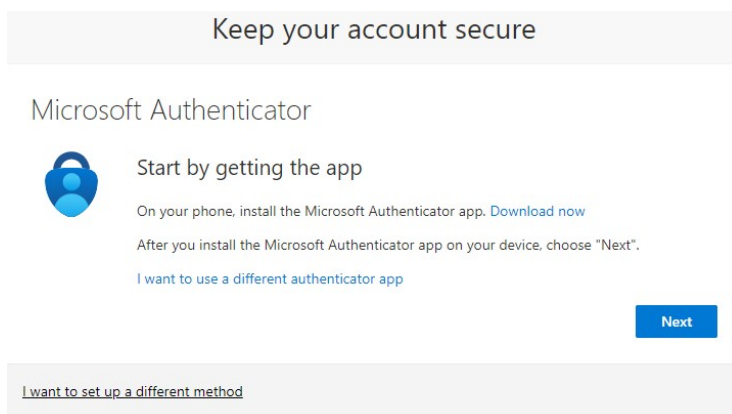
Next

The following is a recommendation to use the Microsoft Authenticator app. You must decide whether you want to use the app or not.

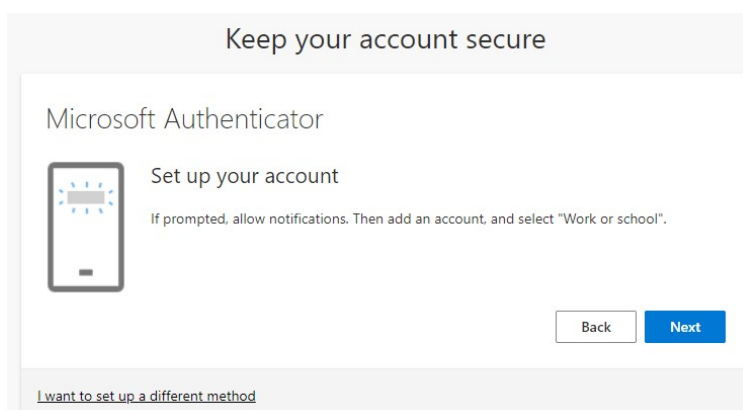
*(If you don't want to use the registration with the Microsoft authentication app, select the link "I want to set up a different method".)

Microsoft Authenticator App

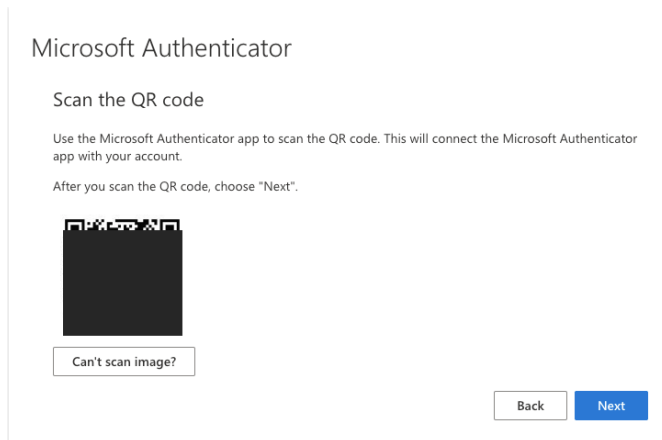
If you decide to use the app, download the app from the App Store or Play Store on your smartphone. After installation, click on «Next».



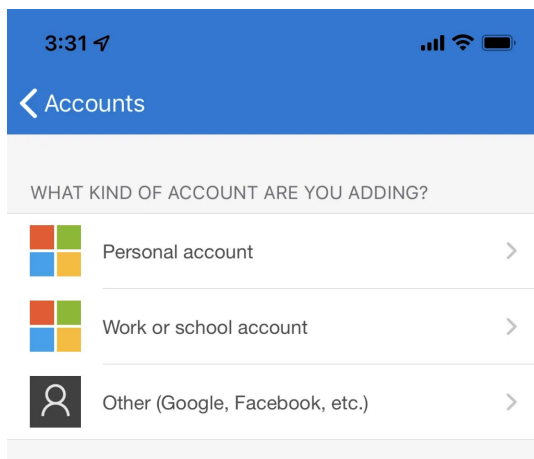
Then click on «Next» in the following message



Keep this QR code up on your screen



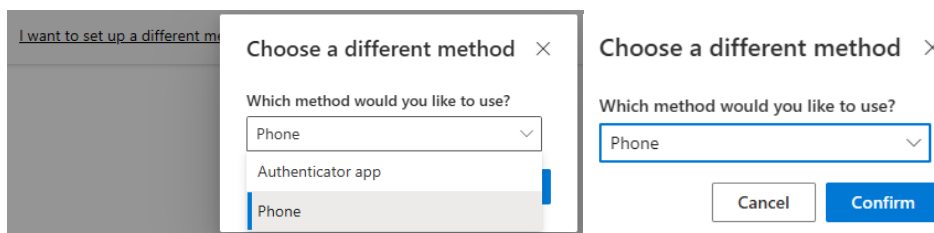
Click on the «+» in the Microsoft Authenticator app and click on «Work or school account».



The app will prompt you to scan the QR code on your computer screen using your phone's camera. If you are unable to scan the QR code, select the option «Can't scan image» which allows you to enter the code manually on your phone. The code can be found just below the QR code on your computer screen.

Once successfully scanned, your account will show up.

*** I want to set up a different method**



Select phone as the selection and confirm this.

Keep your account secure

Phone

You can prove who you are by answering a call on your phone or receiving a code on your phone.

What phone number would you like to use?

Enter phone number

Receive a code
 Call me

Message and data rates may apply. Choosing Next means that you agree to the [Terms of service](#) and [Privacy and cookies statement](#).

Next

[I want to set up a different method](#)

Now enter the country code and your phone number.

Phone

You can prove who you are by answering a call on your phone or receiving a code on your phone.

What phone number would you like to use?

Receive a code
 Call me

Message and data rates may apply. Choosing Next means that you agree to the [Terms of service](#) and [Privacy and cookies statement](#).

Next

[I want to set up a different method](#)

Then you can choose between a code or call and click « Next ».

If you selected the code variant above, you will receive an SMS from Microsoft with the code on your phone.

Heute, 10:20

Use verification code 737 for Microsoft authentication.

+ SMS-Nachricht

Phone

We just sent a 6 digit code to +41 079 Enter the code below.

Resend code

Back Next

[I want to set up a different method](#)

now enter this code in the field and click «Next».

Phone

Verification complete. Your phone has been registered.

Next

To complete the registration click next again.

Success!

Great job! You have successfully set up your security info. Choose "Done" to continue signing in.

Default sign-in method:



Done

Successful registration will now be displayed and you can click Done to log in to the Microsoft site.



username@fhgr.ch

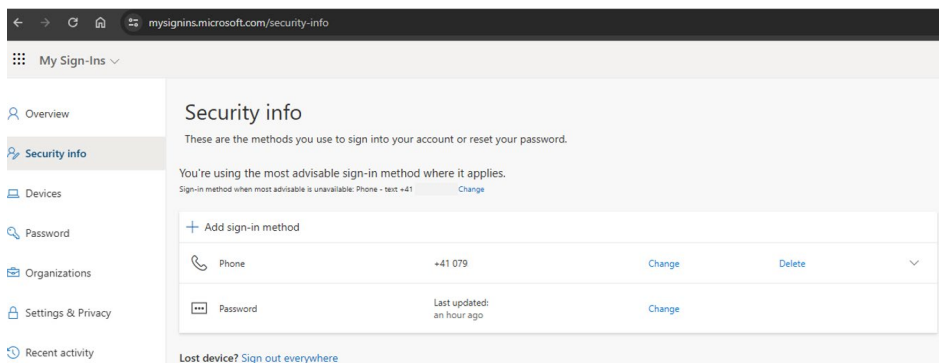
Stay signed in?

Do this to reduce the number of times you are asked to sign in.

Don't show this again

No Yes

Here you can select yes or no



You are now logged in to Microsoft and can see your registered variant. Here you can also select other registration options and register.

The registration is now complete and the login on the Microsoft portal is successful.

* I want to set up a different method

Phone

You can prove who you are by answering a call on your phone or receiving a code on your phone.

What phone number would you like to use?

Switzerland (+41) 079

Receive a code

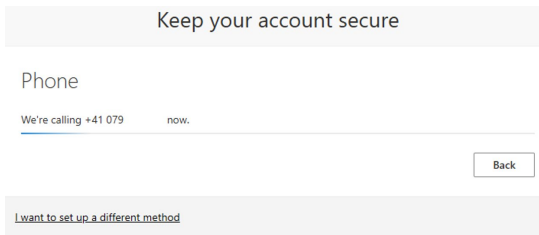
Call me

Message and data rates may apply. Choosing Next means that you agree to the [Terms of service](#) and [Privacy and cookies statement](#).

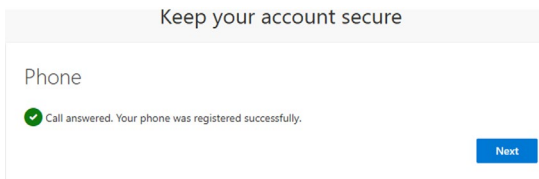
Next

[I want to set up a different method](#)

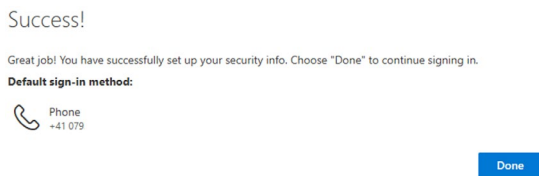
If you selected the call option, Microsoft will call you at the number you entered.



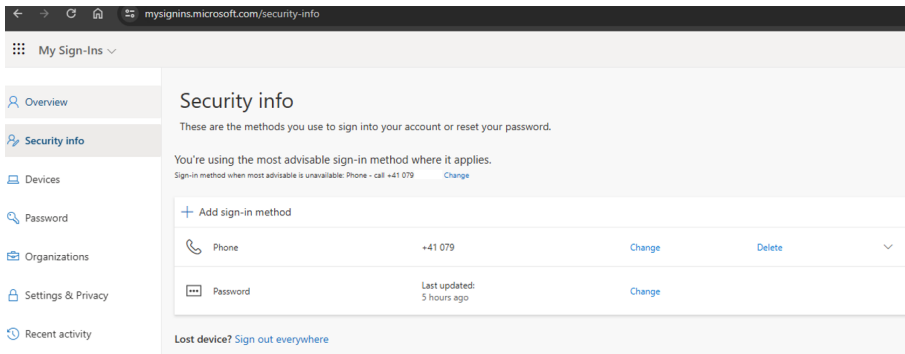
this is where the call is made



If you have answered and confirmed the call, this message will appear



with down you close the process and are logged in to Microsoft.



The Microsoft login page will be displayed again.