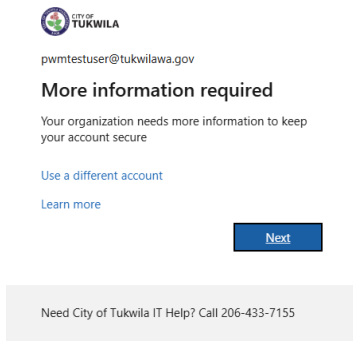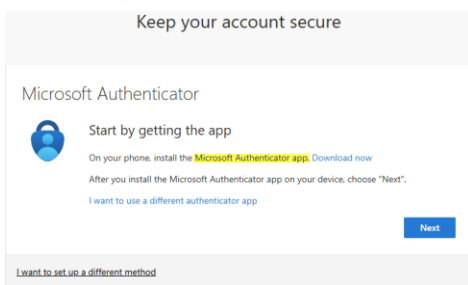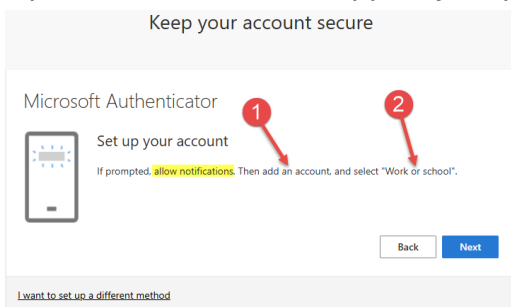Office.com MFA setup:

1. Login to office.com with your email address and password
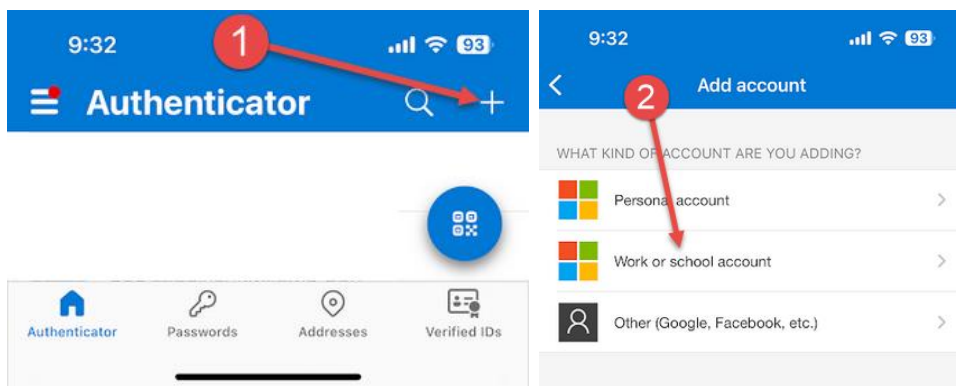2. This is screen you will get after logging in. Click Next

3. Make sure you have the Microsoft Authenticator app installed on your phone. Once installed, click Next
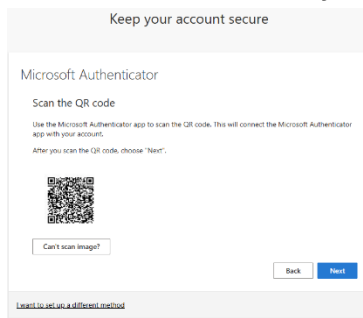

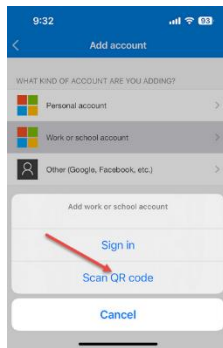4. Open the Authenticator app on your phone and add an account

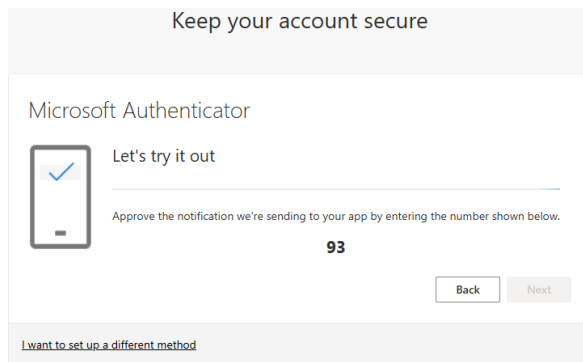This is what it looks like on your phone
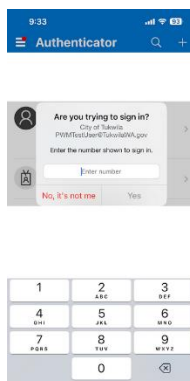
5. Scan the QR code with your phone and click Next

This is the view from your phone

6. You will now be prompted in the Authenticator app asking if you are trying to login. Enter the number on the screen and click Yes on your phone

Phone view

7. Once you entered the correct number, you are done. Click Next and you will be logged in.