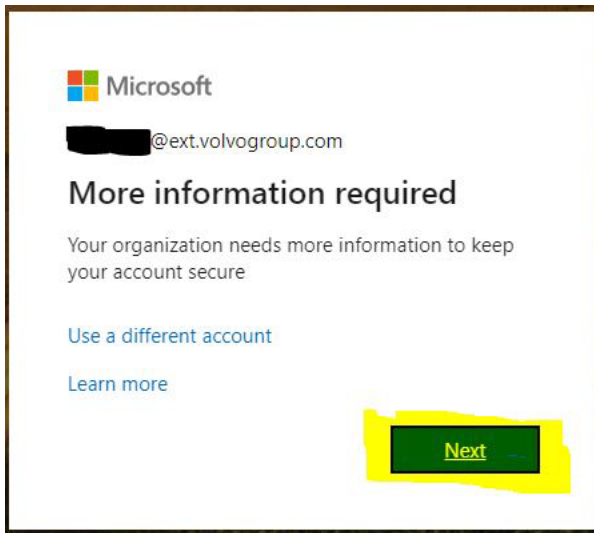


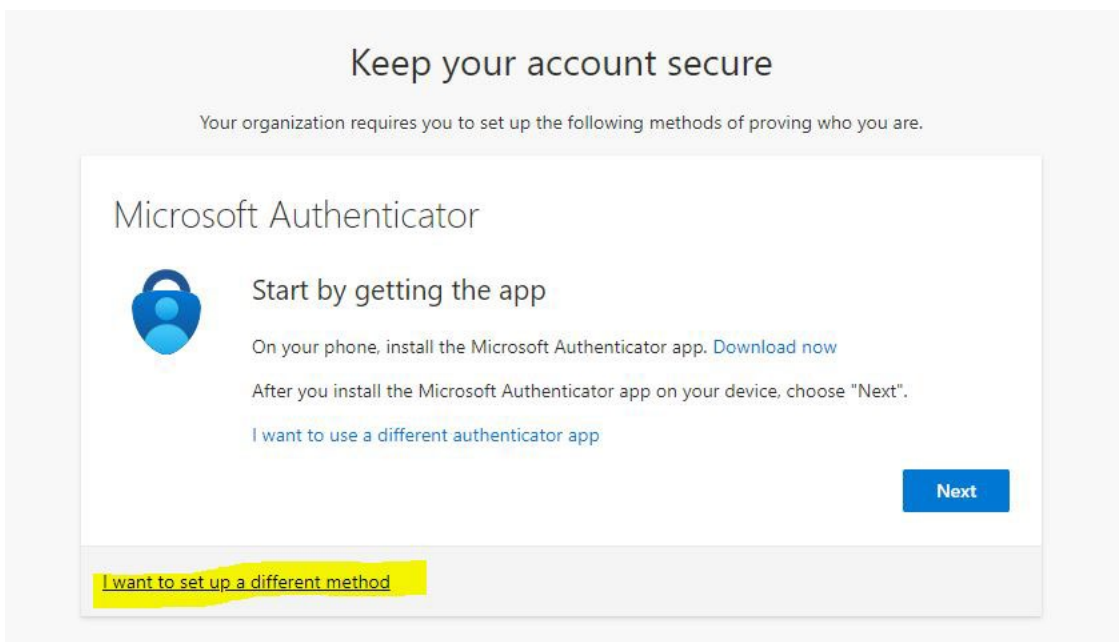
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Microsoft: “More Information Required” Setup Instructions

1. If you have no MFA methods attached to your account, you will be presented with this message – click next to begin adding MFA methods to your user id.



2. On the next screen Please click “I want to set up a different method” highlighted in the image below





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3. You will be presented with “Choose a different method” drop down box – select phone.

Choose a different method ×

Which method would you like to use?

Choose a method ▼

Authenticator app

Phone

4. Select Confirm

Choose a different method ×

Which method would you like to use?

Phone ▼

Cancel **Confirm**

5. Enter your cell number (or shop number if you choose the Call Me option of SMS text) I will show how to add SMS text so select “Receive a code” then click next.

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?

United States (+1) ▼ 336 [REDACTED]

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](#)



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6. Enter the code send that was sent to the phone and click next.

Keep your account secure

Your organization requires you to set up the following methods of proving who you are.

Phone

We just sent a 6 digit code to +1 336[redacted]. Enter the code below.

[Resend code](#)

[Back](#) [Next](#)

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

7. You should get a Verification complete screen – click next.

Keep your account secure

Your organization requires you to set up the following methods of proving who you are.

Phone

✓ Verification complete. Your phone has been registered.

[Next](#)

8. Success! Click Done



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Microsoft: "More Information Required" Setup Instructions


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 info. Choose "Done" to continue signing in.

Default sign-in method:

 Phone
+1 336 [REDACTED]

[Done](#)