

Set up Microsoft Authenticator with a Web Browser Extension

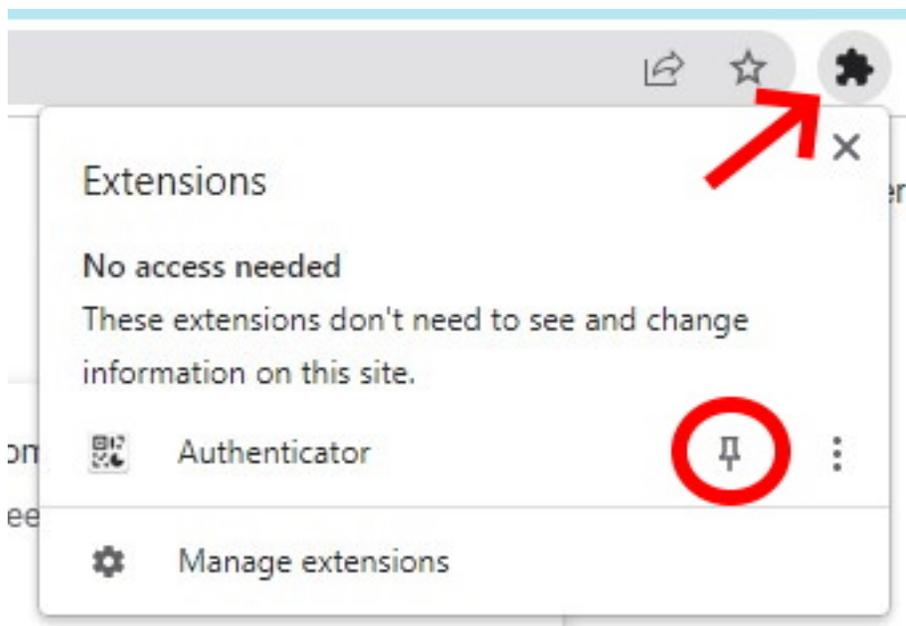
Authenticator is a web browser extension that can be used to generate the 6-digit verification code needed to complete multi-factor authentication (MFA). It is a solution for individuals who don't currently have a cellphone to use with MFA. Follow these steps to set up and configure the extension with your GCC network account.

Install the Authenticator extension

The **Authenticator** extension works in Chrome, Edge and Firefox. Follow the steps below to add the extension to your browser:

- In **Chrome**, go to [this link](#), click **Add to Chrome**, and then click **Add extension** when you see the pop-up.
- In **Edge**, go to [this link](#), click **Get**, and then click **Add extension** when you see the pop-up.
- In **Firefox**, go to [this link](#), click **Add to Firefox**, and then click **Add** when you see the pop-up.

Note to Chrome users: After the extension installation is complete, you may get a "Chrome Issues" window. You can ignore this screen and close the tab. Also, go to the upper right corner of your browser, click on the Extension button (puzzle piece icon) and then click on the pushpin icon next to "Authenticator" to add the extension to your browser toolbar.



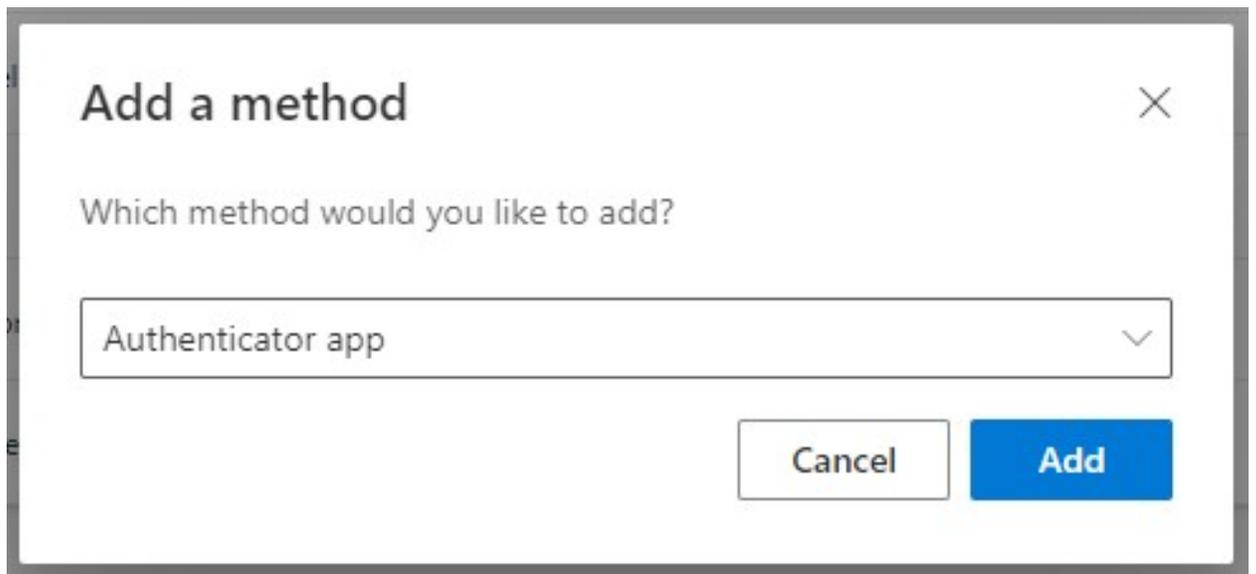
Configure the Authenticator extension

1. Open a new browser tab and go to <https://aka.ms/mfasetup>

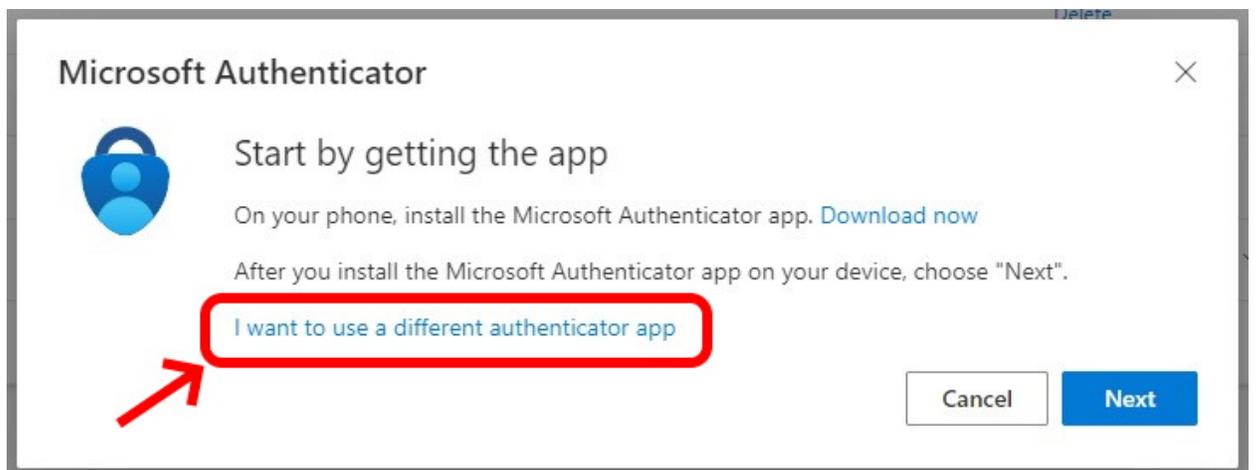
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Please Note: You will need to complete the MFA verification when you sign-in to this site. If you are unable to complete the verification (e.g. because you lost your cellphone), you will need to contact the IT Help Desk and request to have your MFA reset

2. Click **Add sign-in method**, select **Authenticator app** from the drop-down and click **Add**.

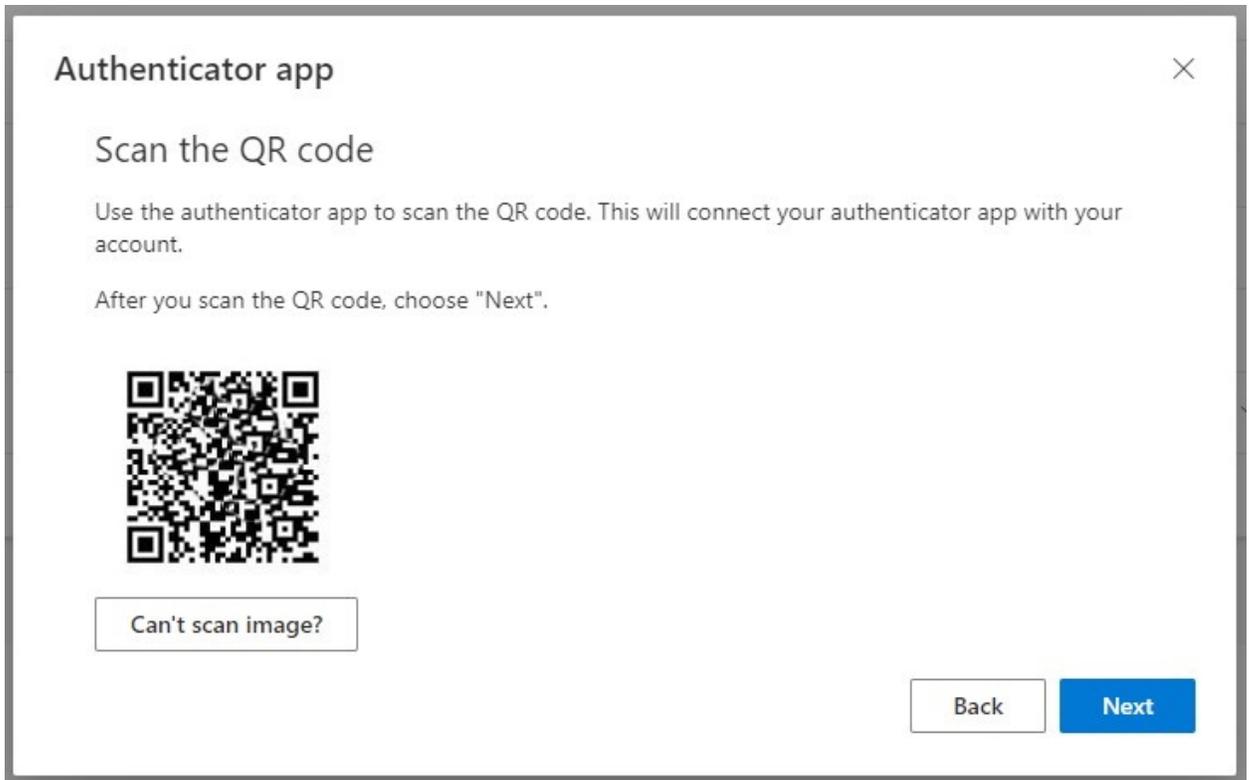


3. From the window that appears, click the "**I want to use a different authenticator app**" link. Click **Next**.

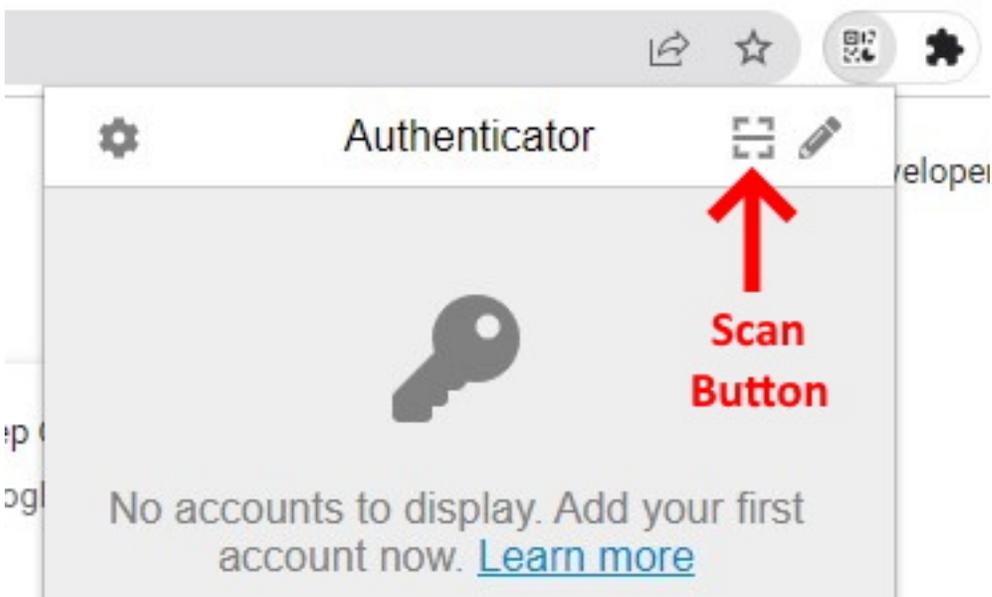


4. The **Scan the QR code** window will appear. **Keep this window open** and proceed to the next step.

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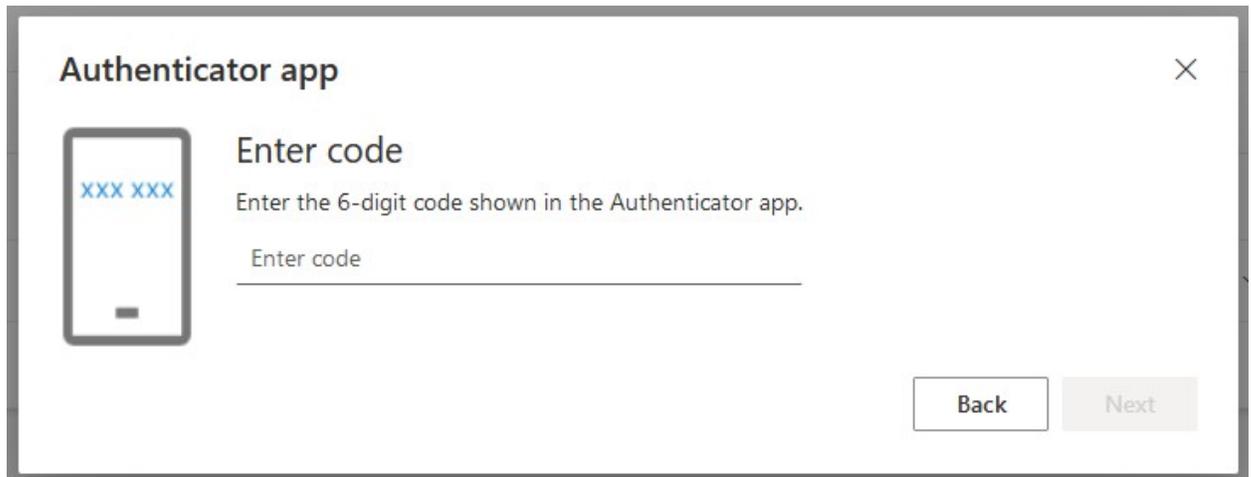
5. Click the **Authenticator** button on the toolbar and then click the **scan** button (which is the square with a horizontal line through it).



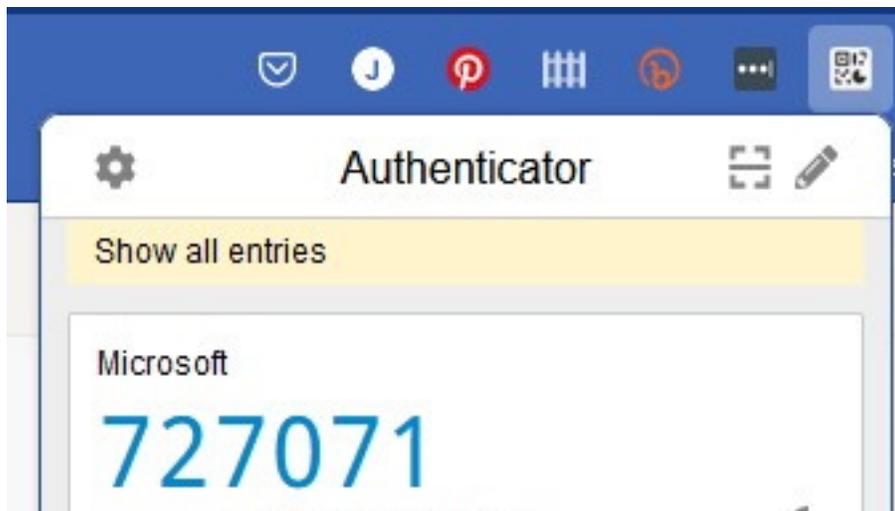
6. Click **Allow** if your browser gives you a pop-up asking if you want to give Authenticator permission to access data for all websites.

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7. Click and drag your cursor over the QR code. You will get a message that your account was added. Click **OK**.
8. Click **Next** on the **Scan the QR code** screen. You will be prompted to confirm the 6-digit code that your Authenticator extension generates.



9. To generate the code, click the **Authenticator** button again from the toolbar. This time you should see a 6-digit code listed. Click on the number to copy it to the clipboard.



10. Press **Control + V** on your keyboard (or **Command + V** on a Mac) to paste the code in to the **Enter code** box. Click **Next** to complete the configuration.

Use the Authenticator extension

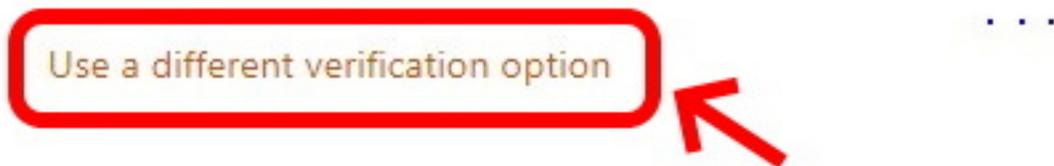
1. To use the Authenticator extension, sign-in to a GCC site as you normally would (e.g. MyGCC, Brightspace).

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2. After entering your GCC username and password, you should see this MFA verification screen. Click **Use a different verification option**.

For security reasons, we require additional information to verify your account

Open your Microsoft Authenticator app and approve the request to sign in.

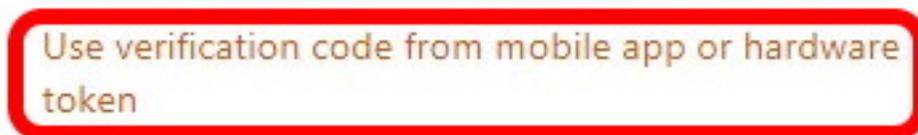


3. On the next screen that appears, click **Use verification code from mobile app or hardware token**.

For security reasons, we require additional information to verify your account

How do you want us to verify your account?

Send notification to my mobile app



4. Click the **Authenticator** button again from the toolbar. Click on the 6-digit number to copy it to the clipboard.
5. Press **Control + V** on your keyboard (or **Command + V** on a Mac) to paste the code into the **Verification code** box. Click **Sign in**.

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For security reasons, we require additional information to verify your account

Enter the verification code from your mobile app or hardware token.

Verification code

Sign in

[Use a different verification option](#)