Quick Start:

Installing an Authenticator App

To access your Microsoft 365 account at the University of Canterbury, you will need to **install an Authenticator app**.

You will need:

- Your Apple or Android mobile device
- iPhone users: your Apple ID and password
- A good internet connection
- Your work email address and password.

To get started:

Go to the Google Play or Apple App store.

Download the app:

1. Type '**Authenticator application**' in the search bar or your app store.

2. Choose your authenticator application, such as Microsoft Authenticator.

3. Click **Install**.

4. Enter your **app store password** to download the app.

5. Check the authentication app has downloaded to your phone by looking for the icon.

You are now ready to set up your Multi-Factor Authentication for your Microsoft 365 account.

If you need more help:

Contact the ITS Service Desk or phone **03 369 5000** or **0508 824 843**.