

Microsoft Authenticator App setup on an iPhone (computer required)



1. **On your computer** visit this site to begin your password reset setup <https://aka.ms/ssprsetup> **AND LOGIN WITH YOUR USERNAME BUT ADD @BOXHILL.EDU.AU TO THE END OF IT.** and password and select **Next**



Sign in

user.name@boxhill.edu.au

No account? [Create one!](#)

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

Next

2. Select **Next**

More information required

Your organization needs more information to keep your account secure

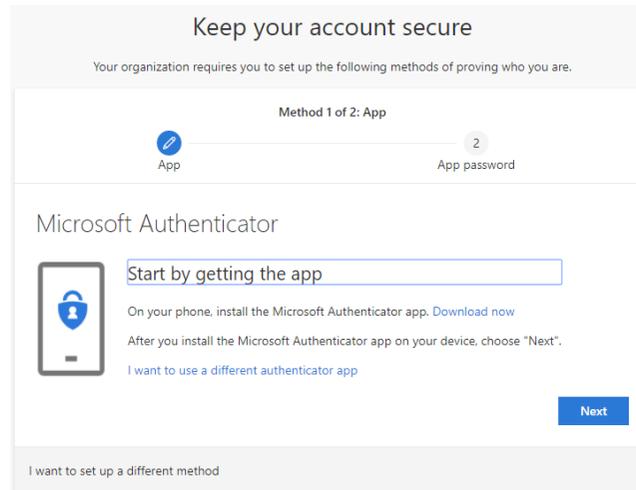
[Use a different account](#)

[Learn more](#)

Next

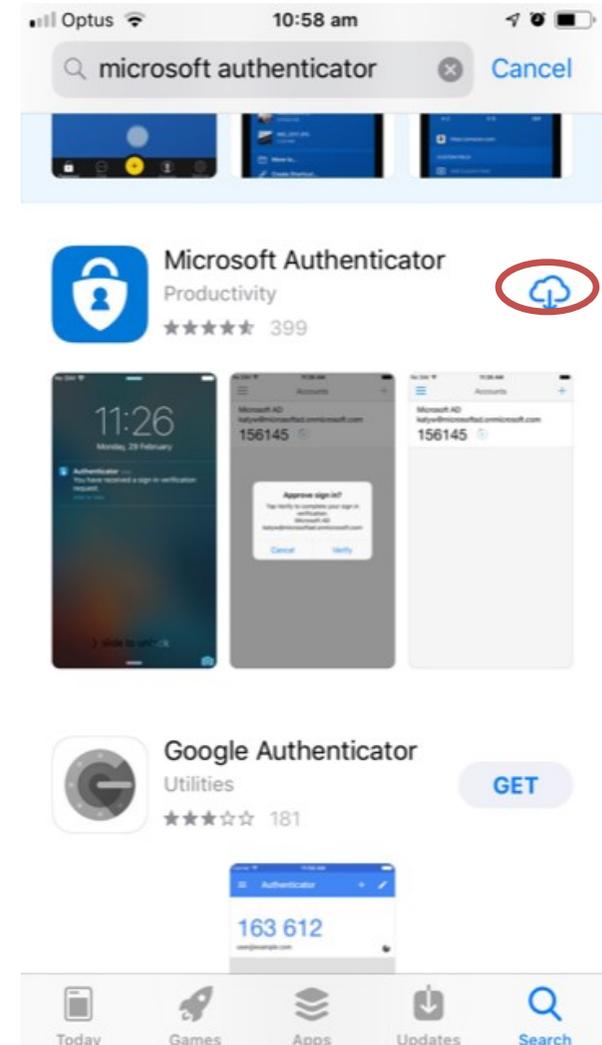
STUDENT_USER_EXAMPLES:
SXXXXXXX@student.bhtafe.edu.au
BHIXXXXXXX@student.bhtafe.edu.au
CAEXXXXXXX@learner.cae.edu.au
STAFF_USER_EXAMPLE: username@boxhill.edu.au

3. Follow the on screen instructions and install the Microsoft Authenticator Application on your iPhone (Refer to step 4).



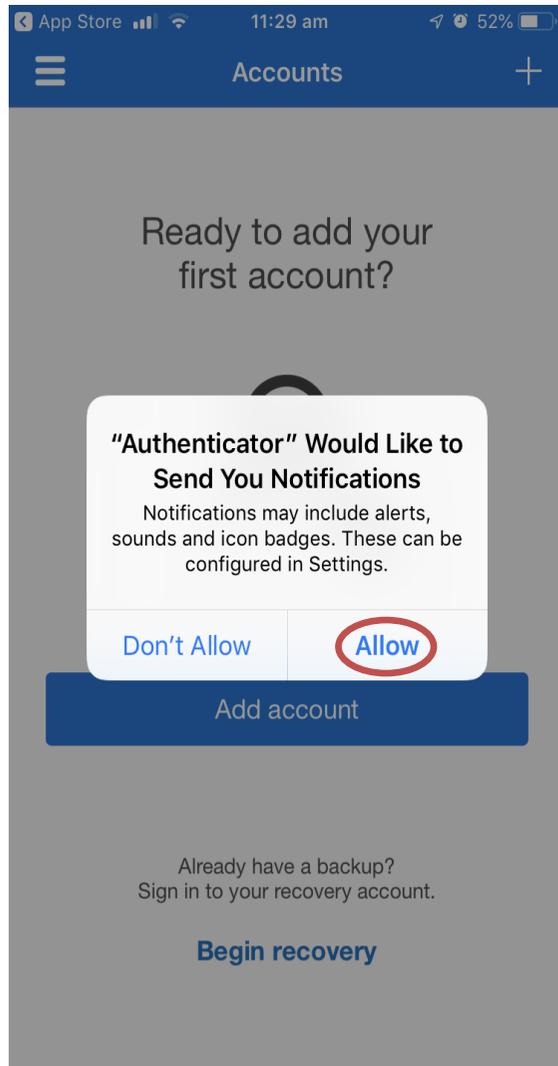
4. **How to install Microsoft Authenticator on your iPhone:**

Download and open Microsoft Authenticator on your mobile device in the App store:

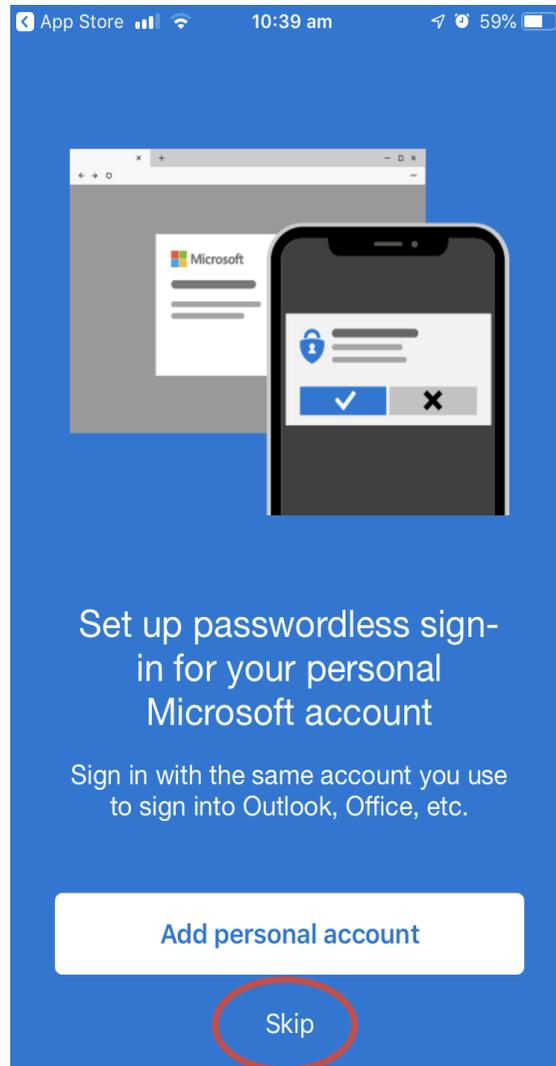


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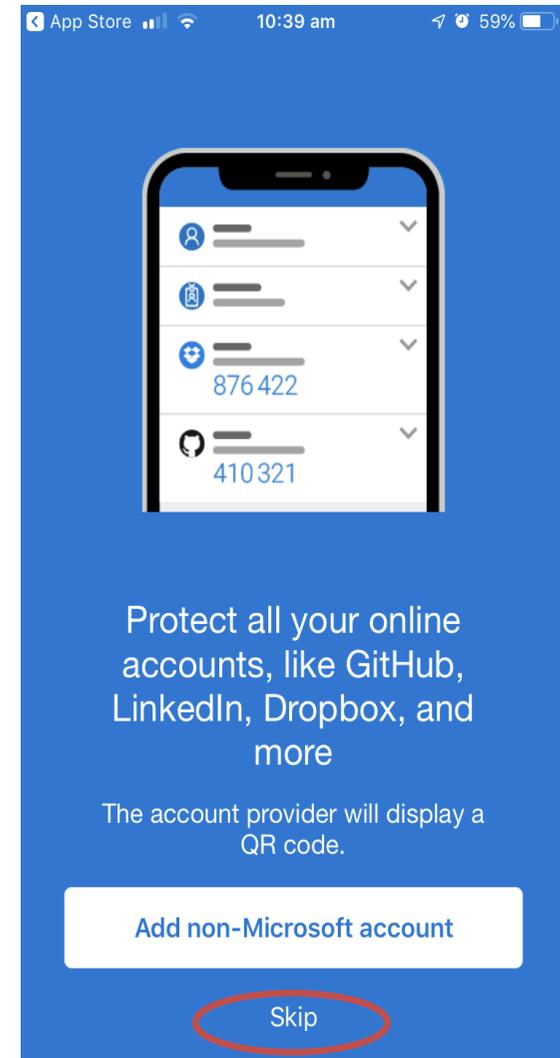
5. Select **Allow**



6. Select **Skip**

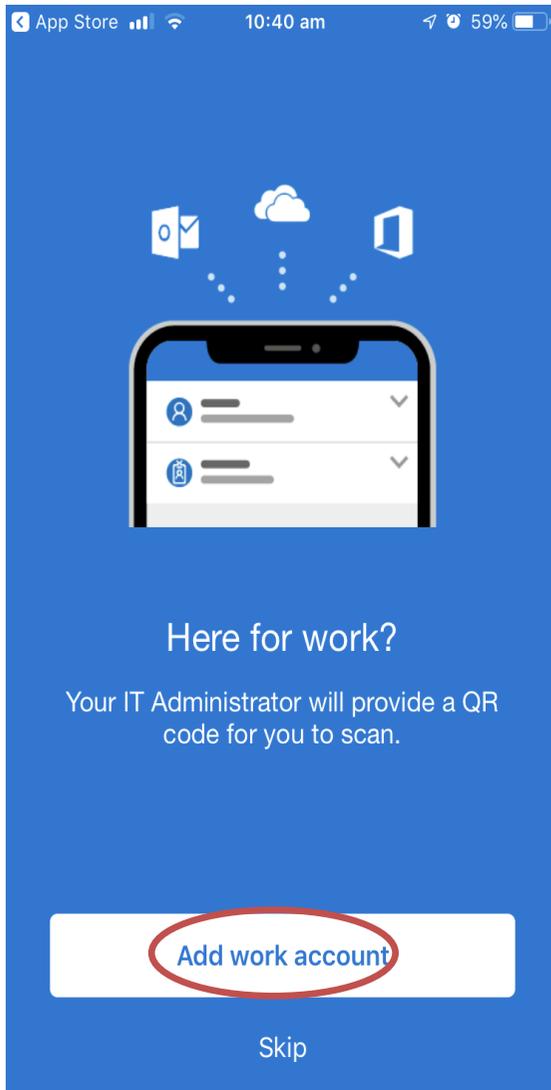


7. Select **Skip**

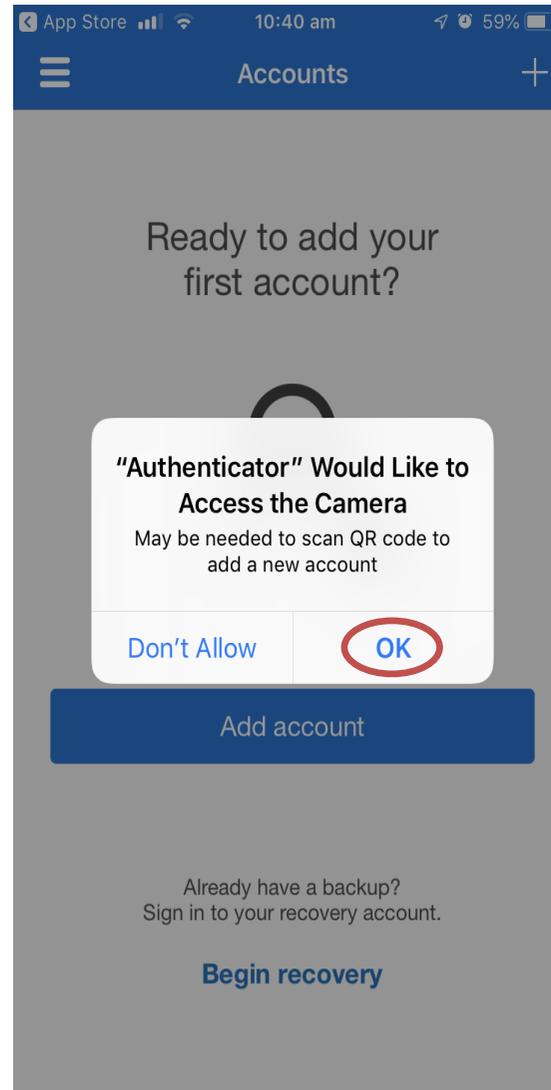


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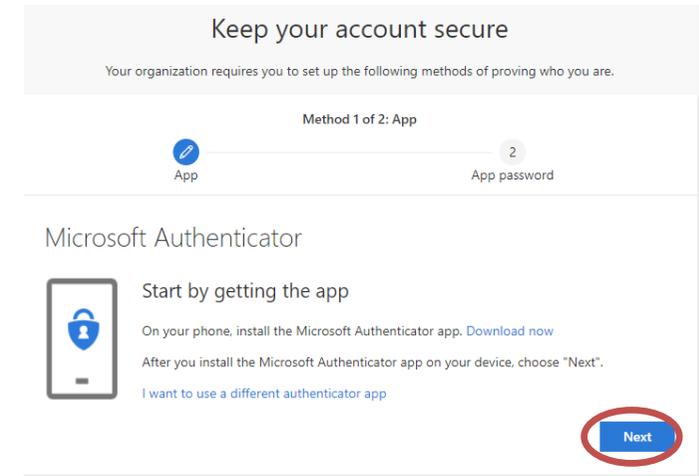
8. Select **Add work account**



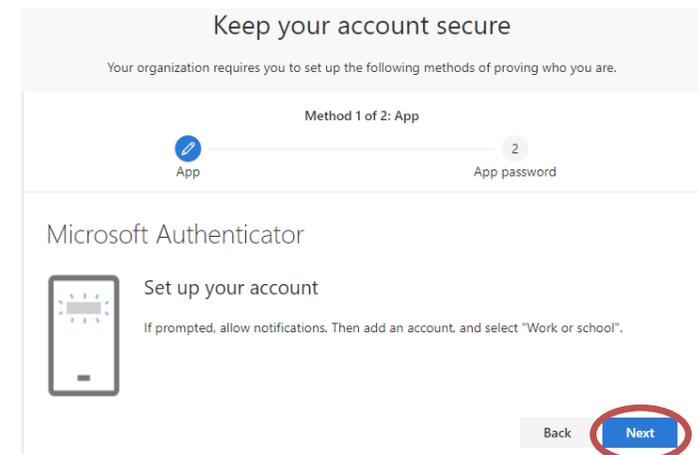
9. Select **OK**



10. Now come back to your **computer** and select **Next**

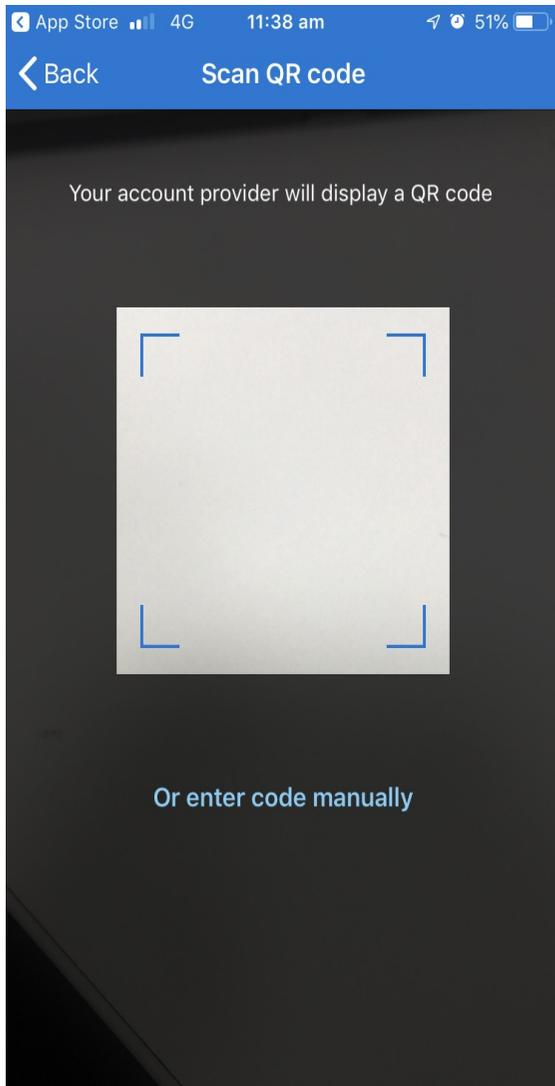


11. Select **Next** again

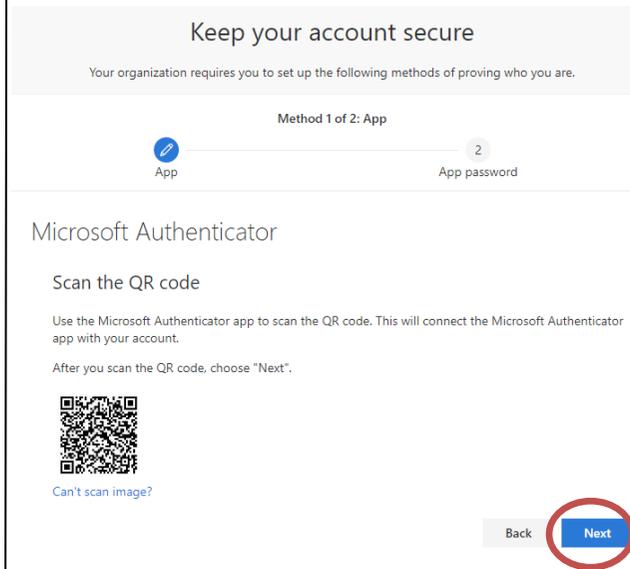


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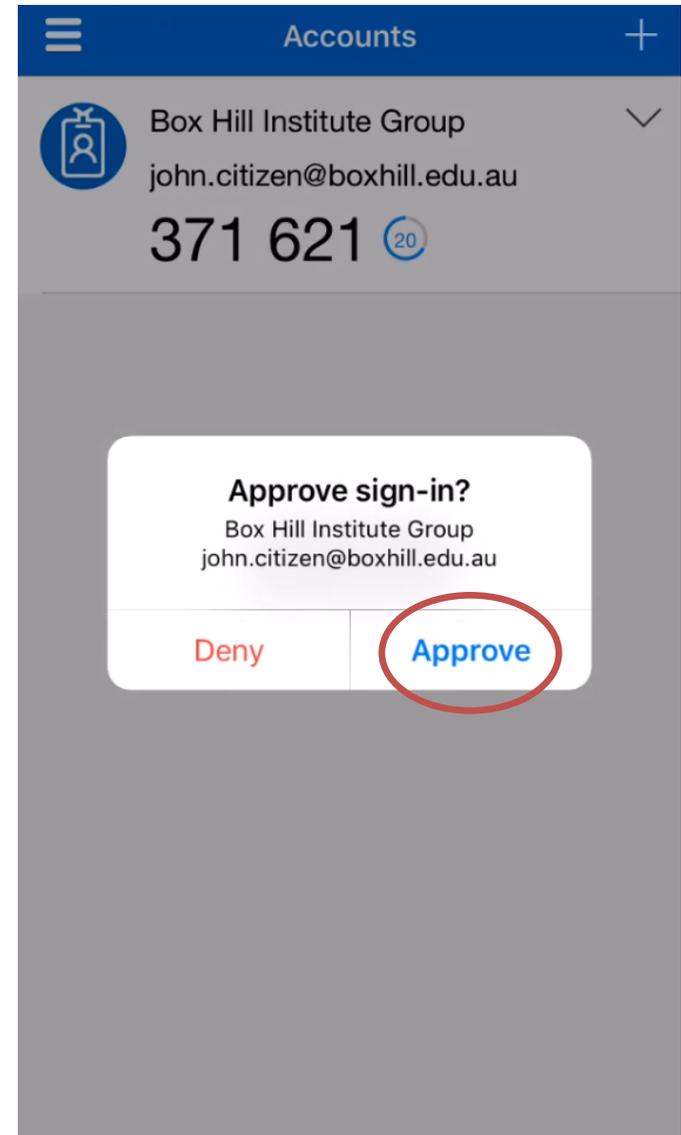
12. Your iPhone should look like the picture below, use this square to scan the QR code now showing on your computer.



13. Scan the QR code on your computer screen with your iPhone and select **Next** (Do not scan the QR code in these instructions)

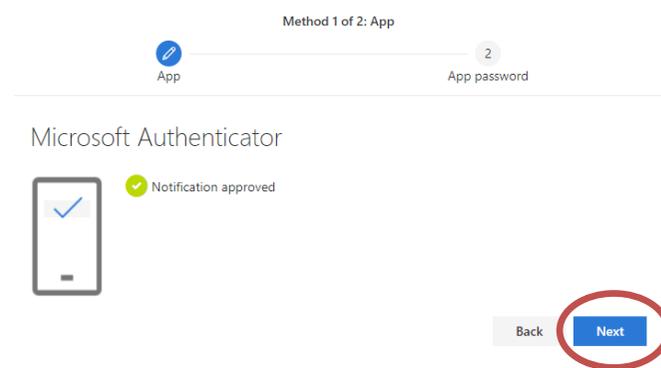


14. Select **Approve** on your iPhone

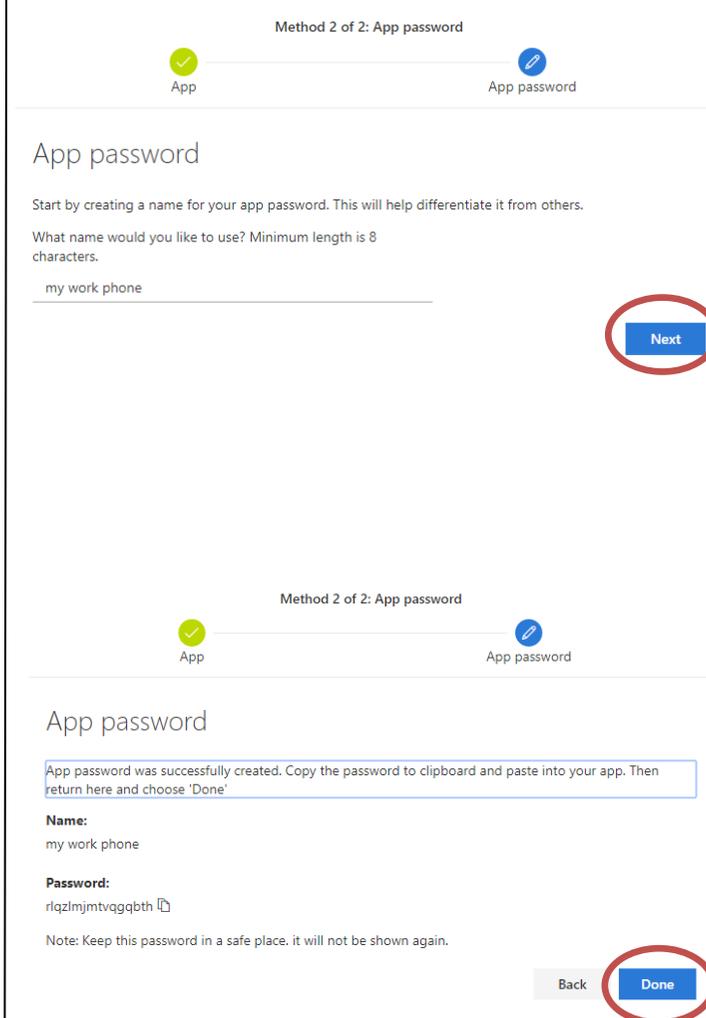


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15. Back on your computer select **Next** when it shows the notification is approved button



16. Create a name for your app password of your own choosing and select **Next**



You have now setup your Microsoft Authenticator app on your iPhone and can use this to reset your password, connect to Remote Desktop, and connect to VPN.

For help and advice contact Technology Solutions

Mon - Fri: 8:00 AM - 6:00 PM (excluding public holidays)

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