

How to Enrol for MFA – Text to Phone



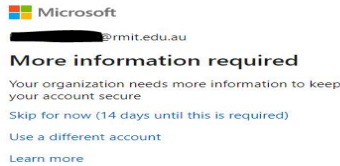
This visual guide will help you enrol your mobile phone for Multi-Factor Authentication. You will need internet access on a web browser and a mobile phone. Follow the steps below for registration and the icons will guide you on when to switch between your computer and mobile device.

Step 1



Once ITS enrolls you for MFA registration, upon first login to **Office 365** apps, you will be asked to provide additional information. You may defer this for 14 days by clicking **“Skip for now”**

Step 2



Once you receive this prompt and are ready to register for MFA, Click **Next** to continue.

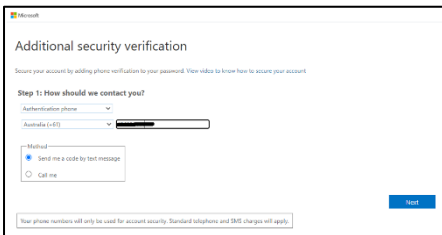
Step 3



You will be redirected to an **Additional Security Verification** screen.

Under “How should we contact you?” choose **‘Authentication Phone.’**

Step 3



Provide your phone no. on which you want to receive the code as text message

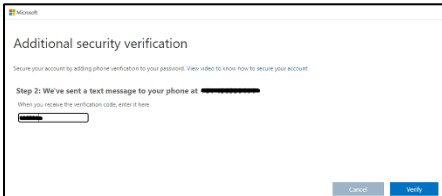
Choose the **‘Send me a code by text message’** radio button under Method and click **Next**.

Step 5



You will receive a code to your mobile phone number.

Step 5

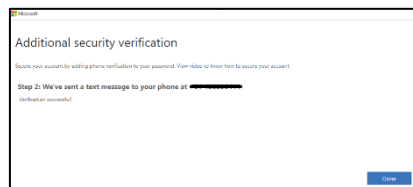


Enter the code received on the **Additional security verification** screen on your computer and click **Verify**.

Step 6



Click on **Done** to complete registration.



For more information on MFA, visit <https://www.rmit.edu.au/students/support-services/it-support-systems/multi-factor-authentication>



Need help?

Please contact IT Connect.