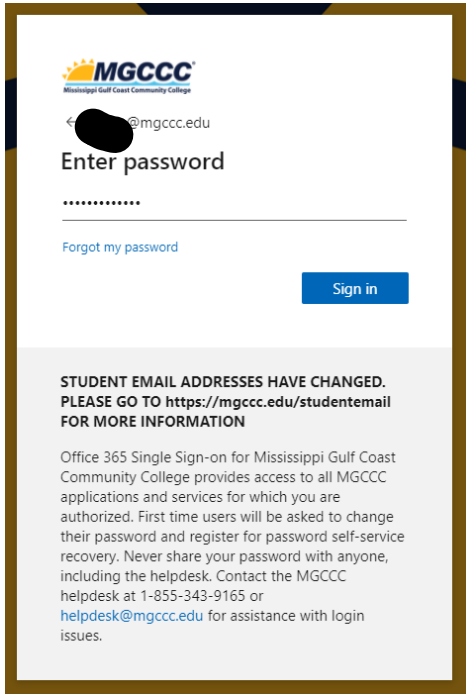


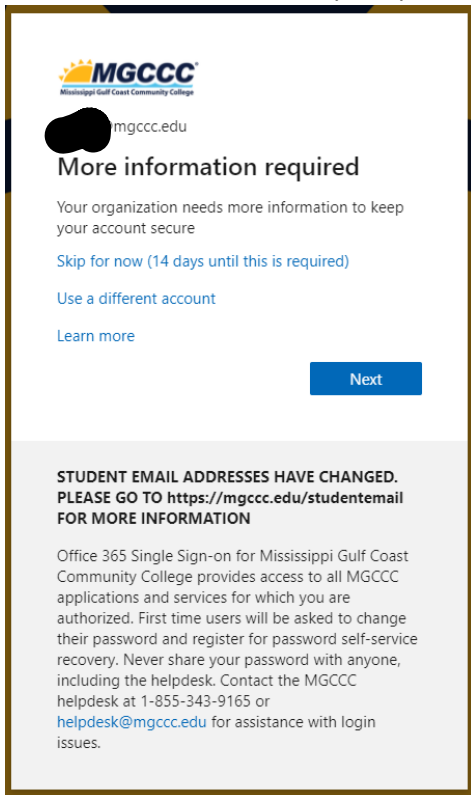
Phone Call Setup for 2FA

1. Sign into your account at <https://portal.office.com/>



The screenshot shows the MGCCC login interface. At the top left is the MGCCC logo (Mississippi Gulf Coast Community College). Below it, the email address is partially obscured by a black circle, followed by "@mgccc.edu". The main heading is "Enter password". Below this is a password input field with a series of dots. A link "Forgot my password" is located below the input field. A blue "Sign in" button is positioned to the right. At the bottom, there is a grey box with the following text: "STUDENT EMAIL ADDRESSES HAVE CHANGED. PLEASE GO TO <https://mgccc.edu/studentemail> FOR MORE INFORMATION". Below this is a paragraph of text: "Office 365 Single Sign-on for Mississippi Gulf Coast Community College provides access to all MGCCC applications and services for which you are authorized. First time users will be asked to change their password and register for password self-service recovery. Never share your password with anyone, including the helpdesk. Contact the MGCCC helpdesk at 1-855-343-9165 or helpdesk@mgccc.edu for assistance with login issues."

2. When two-factor authentication is enabled for your MGCCC account, you will be prompted like below. Click on Next when prompted.




The screenshot shows the MGCCC login interface with a "More information required" prompt. At the top left is the MGCCC logo. Below it, the email address is partially obscured by a black circle, followed by "mgccc.edu". The main heading is "More information required". Below this is the text: "Your organization needs more information to keep your account secure". There are three links: "Skip for now (14 days until this is required)", "Use a different account", and "Learn more". A blue "Next" button is positioned to the right. At the bottom, there is a grey box with the following text: "STUDENT EMAIL ADDRESSES HAVE CHANGED. PLEASE GO TO <https://mgccc.edu/studentemail> FOR MORE INFORMATION". Below this is a paragraph of text: "Office 365 Single Sign-on for Mississippi Gulf Coast Community College provides access to all MGCCC applications and services for which you are authorized. First time users will be asked to change their password and register for password self-service recovery. Never share your password with anyone, including the helpdesk. Contact the MGCCC helpdesk at 1-855-343-9165 or helpdesk@mgccc.edu for assistance with login issues."

Keep your account secure

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

Microsoft Authenticator



Start by getting the app

On your phone, install the Microsoft Authenticator app. [Download now](#)

After you install the Microsoft Authenticator app on your device, choose "Next".

[I want to use a different authenticator app](#)

[Next](#)

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

Choose a different method ✕

Which method would you like to use?

Phone ▾

Cancel

Confirm

Phone Call Setup for 2FA

5. Enter your phone number when prompted, select Call me, and click next.

The screenshot shows a web interface titled "Keep your account secure" with the subtitle "Your organization requires you to set up the following methods of proving who you are." The main heading is "Phone". Below this, it says "You can prove who you are by answering a call on your phone or texting a code to your phone." The question is "What phone number would you like to use?". There is a dropdown menu for the country, currently set to "United States (+1)". To the right of the dropdown is a text input field containing a redacted phone number. Below the input field are two radio buttons: "Text me a code" (unselected) and "Call me" (selected). A note below the radio buttons states: "Message and data rates may apply. Choosing Next means that you agree to the [Terms of service](#) and [Privacy and cookies statement](#)." At the bottom right is a blue "Next" button. At the bottom left is a link: "[I want to set up a different method](#)".

6. You will now receive a phone call on the number that you provided.
7. When prompted, press the # key to verify your login.

The screenshot shows the same "Keep your account secure" interface. The main heading is "Phone". Below this, there is a green checkmark icon followed by the text: "Call answered. Your phone was registered successfully." At the bottom right is a blue "Next" button.

9. You have now setup your account.

The screenshot shows the "Keep your account secure" interface with the heading "Success!". Below this, it says "Great job! You have successfully set up your security info. Choose 'Done' to continue signing in." Under the heading "Default sign-in method:", there is a phone icon and the text "Phone +1 22 [redacted]". At the bottom right is a blue "Done" button.