

Overview

This article provides step by step introductions on how to setup MFA for UTS Office365 accounts.

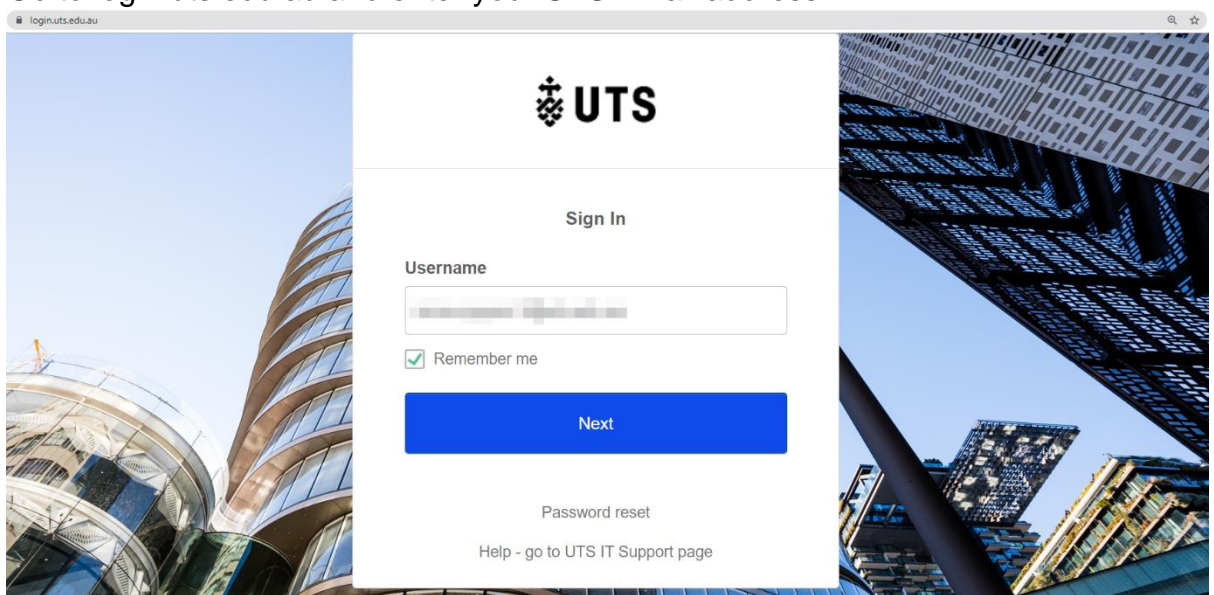
Prerequisites

e.g. Before following the below you **MUST** do the following:

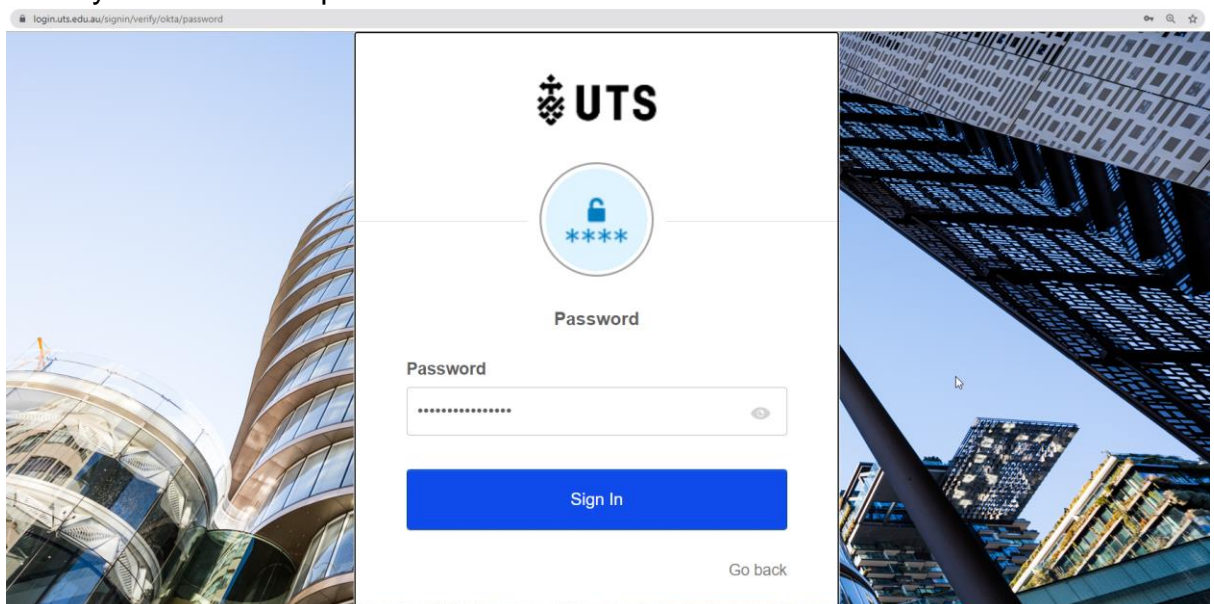
- Activate your UTS account

Procedure

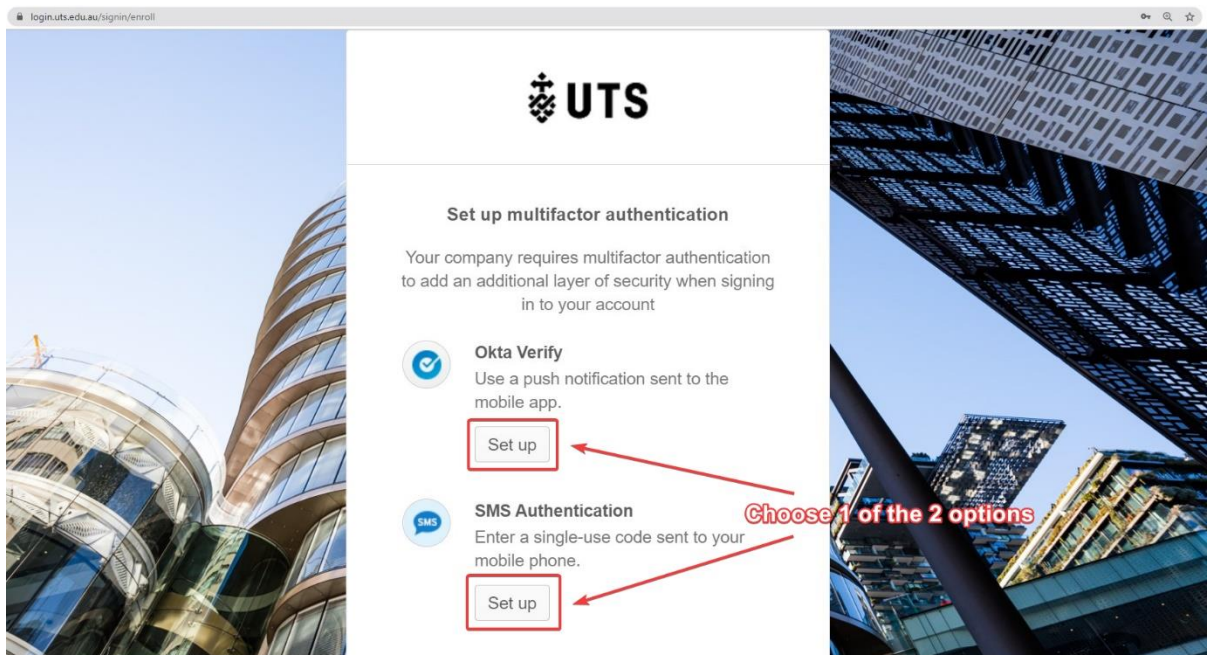
1. Go to login.uts.edu.au and enter your UTS Email address:



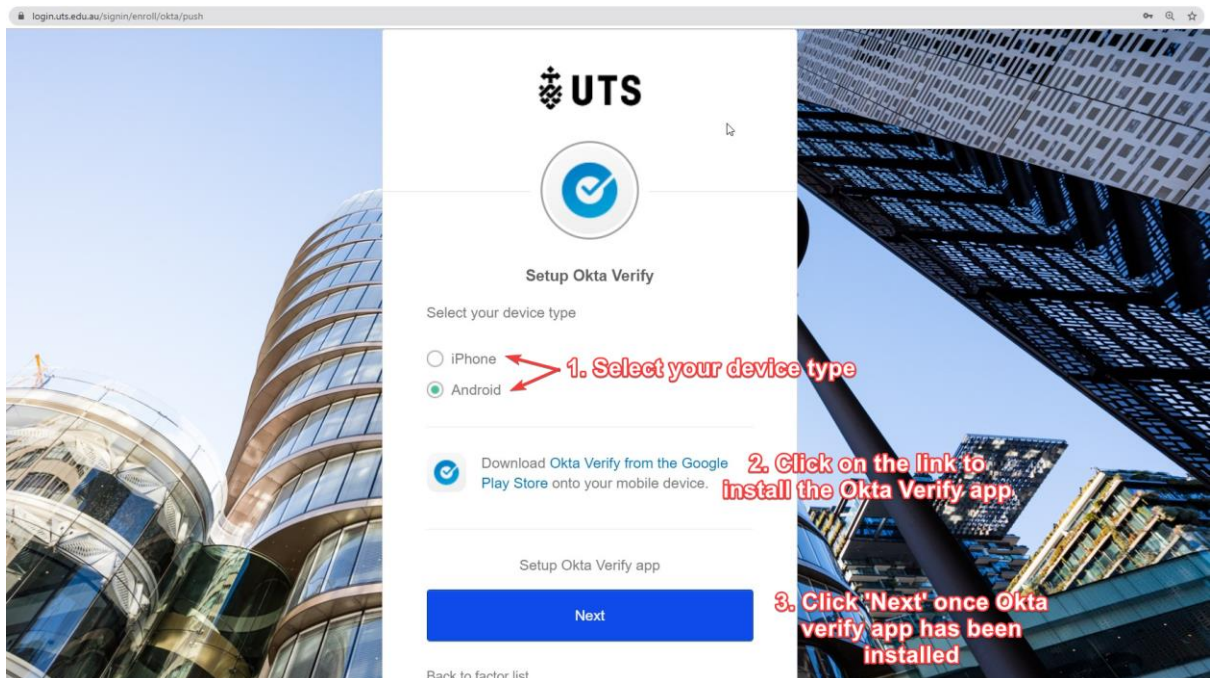
2. Enter your UTS email password



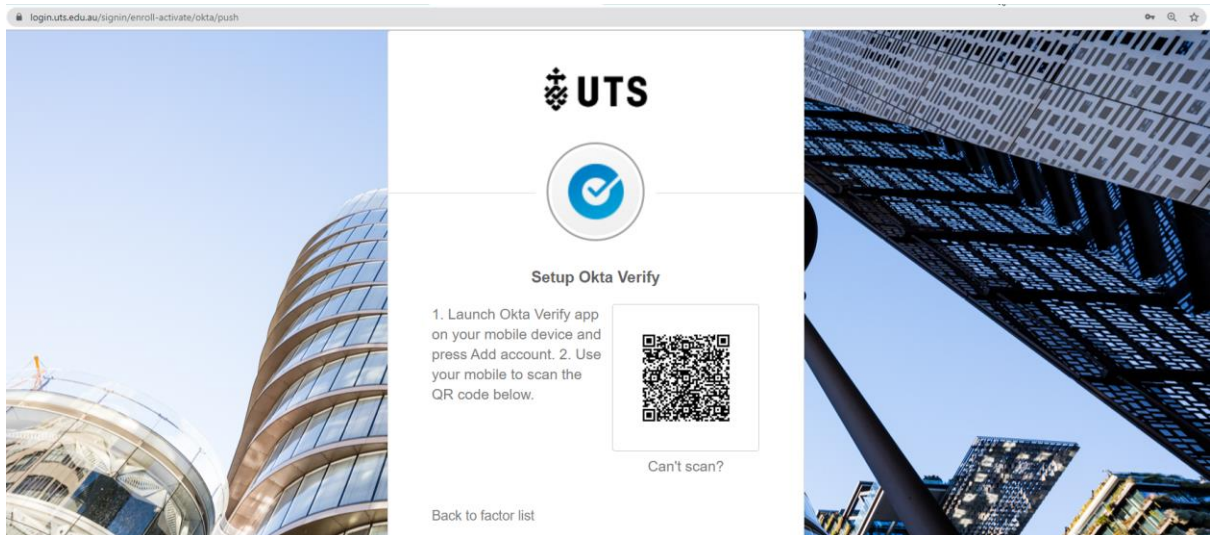
3. Select your Authentication option



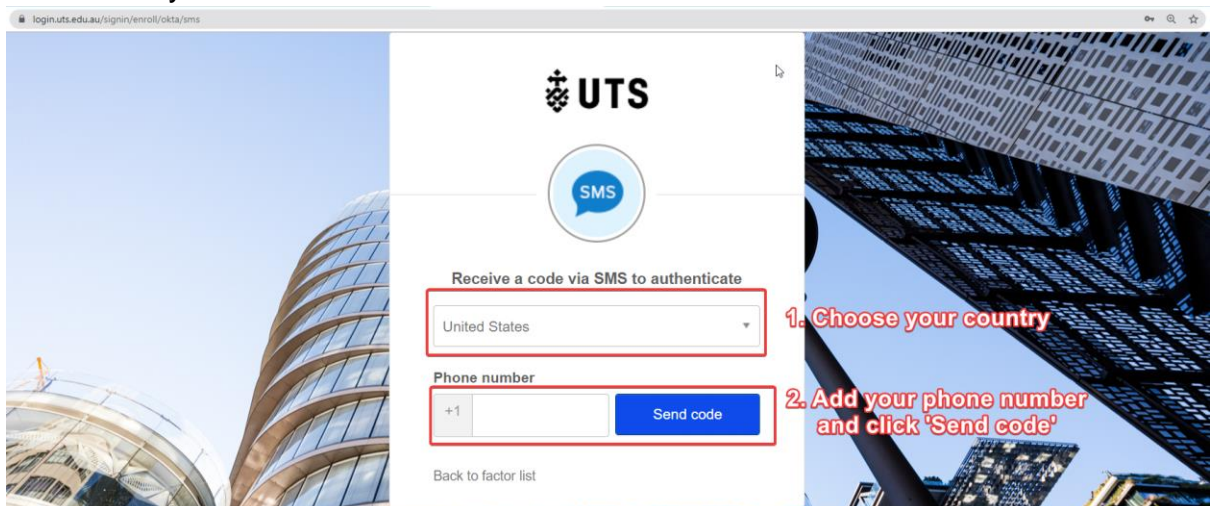
4. If you chose Okta Verify
 1. Select your device type.
 2. Click the link to install the **Okta Verify app**.
 3. Click **Next** once the **Okta verify app** has been installed.



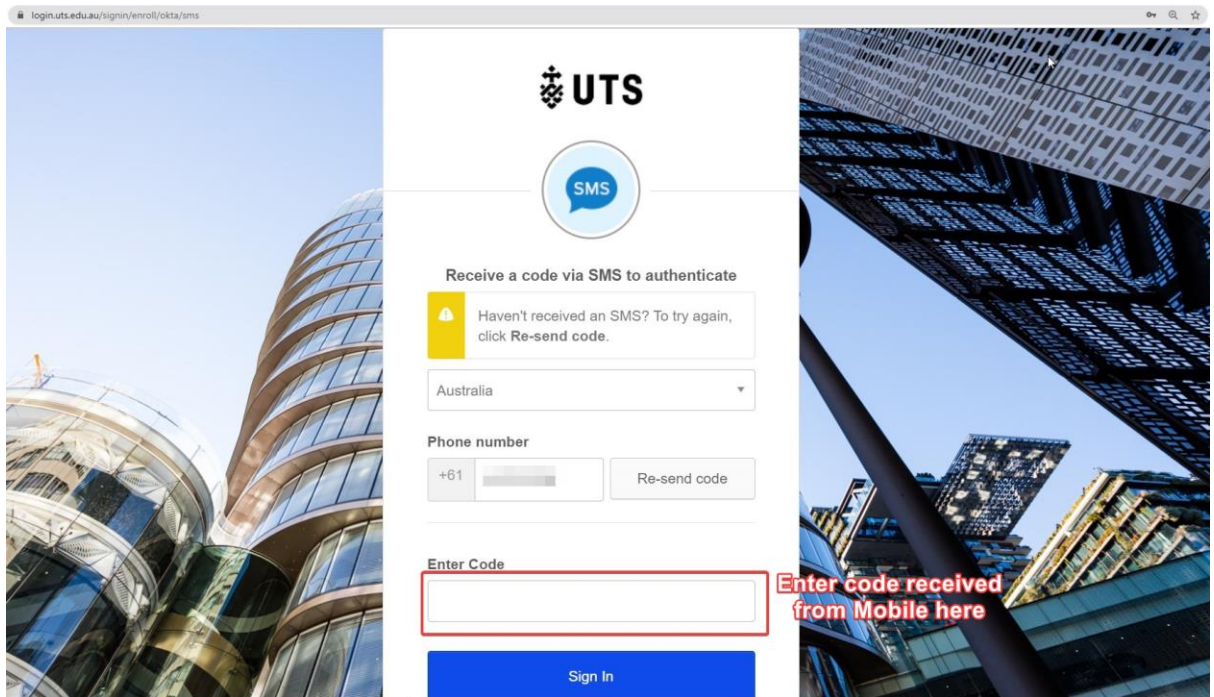
5. Launch the Okta Verify app and select 'Add account' then Scan the QR code from the Okta Verify app



6. If you chose to authentication using SMS Authentication,
 - a. Select your country from the dropdown
 - b. Add your mobile number



7. A code will be sent to your mobile number.
 - a. Enter that code into the field then click Sign In



[NOTE] Every 30 days, you will be prompted to verify your identity and authenticate the first time you sign into an application. This ensures only you can access all of your applications securely.