Manual for installing an alternative Authenticator App on your smartphone

You will need a laptop and smartphone. With these, you will go through the following process:



Follow the steps below to install an alternative (non-Microsoft) Authenticator app on your smartphone. Depending on your chosen app, screens may vary slightly. The screens in this guide are from the **FreeOTP Authenticator** app. This is an open source app with a privacy policy not to collect personal data.

Important tips in advance for success:

- Follow the guide up to the last step.
- To set up, you need a laptop and your phone.
- The process should be done in one go.
- If you have a second smartphone, you can also install an Authenticator app on it. You will then have a backup in case your smartphone breaks down or gets lost.

Ţ	 From the Google Play Store or App Store, choose an Authenticator app of your choice and put it on your phone. The screens in the guide are from FreeOTP. They may vary from app to app. 	For example, choose from Google Authenticator, Duo
		Mobile, 2FAS Authenticator or FreeOTP Authenticator.
Ţ	 2. In the internet browser on your laptop, go to <u>https://aka.ms/mfasetup</u> Log in with your Erasmus ERNA id. (123456ab@eur.nl) 	Microsoft Aanmelden E-mailadres of telefoonnummer Hebt u geen toegang tot het account? Volgende

	3. This is the message asking to set up MFA. Click Next.	ی اعتلاق اعتلاف اعتلما اعتلاف اعتلام اعتلام اعما اعملام اعما اعما اعما اعما اعما اعما اعما اع
	4. Select 'Authenticator app' and 'Add'.	Add a method Which method would you like to add? Authenticator app ~ Cancel Add
	5. Click on I want to use a different authentication app.	Microsoft Authenticator Start by getting the app On your phone, install the Microsoft Authenticator app. Download now Once you've installed the Microsoft Authenticator app on your device, choose "Next". I want to use a different authenticator app
_	6. Click 'next'.	Authenticator-app Set up your account if prompted, allow notifications. Then add an account, and select "Work or school". Back Next

7. The QR code on this screen contains the settings required by the app.Leave this screen for now.	Authenticator-app De QR-code scannen Gebruik de Authenticator-app om de QR-code te scannen. Hierdoor wordt de Authenticator-app verbonden met uw account. Nadat u de QR-code hebt gescand, kiest u Volgende. Kan de afbeelding niet worden gescand?
8. Open the Authenticator app you just downloaded to your smartphone.Select the option to scan a QR code.	• II KPN WiFiCall
9. Before scanning the code, give permission for your camera to be used if your smartphone asks for it. Select 'OK'.	
10. Scan the QR code that is still on the screen of your computer.Point the smartphone's camera at the QR code.	If RPNNL * 14:10 * @ 81%) FreeOTP Scan QR Code Authenticator-app De QR-code scannen Gebruik de Authenticator-app om de QR-code te verbonden met uw account. Nadat u de QR-code hebt gescand, kiest Volge Nadat u de QR-code hebt gescand, kiest Volge Kan de afbeelding niet worden ge;ca d?

11. Your Erasmus account has now been added to your Authenticator app.A few more steps are required to enable MFA.	FreeOTP + SS (1) Erasmus University R 12345abc@eur.nl (1) Note: you are <u>not done</u> yet.
 12. On your computer, select 'Next'. 13. Your computer will now ask for a 6-digit code. In your Authenticator App, tap your Erasmus account to display the 6-digit code. This code is valid for 30 seconds. Enter it on your computer. You may be asked here for identification via fingerprint, facial recognition or PIN from your phone. 	<complex-block></complex-block>
14. Your computer confirms that your Authenticator App has been added.	

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15. In the overview on your laptop, you will now see the Authenticator App listed.



Authenticator-app Eenmalig wachtwoord op basis van tijd (TOTP)

You are now done. From now on, EUR applications (such as Teams, Outlook) may ask you to use your Authenticator App to log in.

Three more tips:

- When you buy a new phone, on your new phone first link your ERNA account to the app before deleting the old phone.
- Make sure you always keep a configured app. So do not simply delete the app with your ERNA id installed in it from your phone after installation.
- Contact the IT Service Desk for more information or in case of problems. You can reach them on 010 408 88 80 or <u>it.servicedesk@eur.nl</u>