

External users and MFA

From 15 April 2024, the University of Antwerp will require all external users to use Multi-factor authentication (MFA) on all applications. This optimally protects both guest accounts and UAntwerpen data.

Microsoft Authenticator app as a second factor



The next time you want to log in with your new UAntwerpen guest account, you need to set up **MFA** (multiple authentication) on it.

Click **Next** to set this up.



More information required

Your organization needs more information to keep your account secure. Before making changes to your security info you must complete multifactor authentication.

[Use a different account](#)

[Learn more](#)

Next



From UAntwerpen, we strongly recommend the **Microsoft Authenticator** app. You can [download](#) this app on your *smartphone* and then set it up by clicking **Next** on your *computer screen*.

Do you prefer to use SMS?

Then click

[I want to set up a different method](#), or follow the steps for this setup further below.

Keep your account secure

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](#)



On the next screen on your computer, also click **Next**, after which you will see a **QR code**, which you need to scan with your *smartphone*.



- To do so, in the **Authenticator app** on your *smartphone*, tap the **+** icon at the top right after which you choose to add a **Work or School account**.
- Then tap **scan QR code** to scan the code on your *computer screen*, just as you would take a picture of it with your phone.

Keep your account secure

Microsoft Authenticator

Scan the QR code

Use the Microsoft Authenticator app to scan the QR code. This will connect the Microsoft Authenticator app with your account.

After you scan the QR code, choose "Next".



Can't scan image?

Back

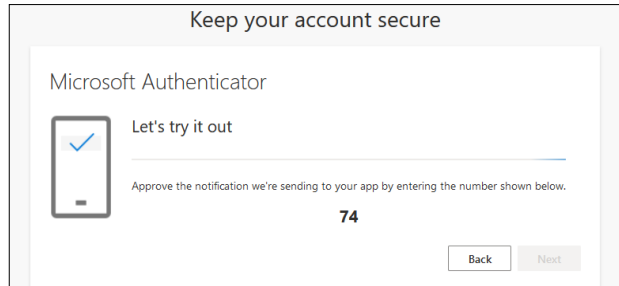
Next



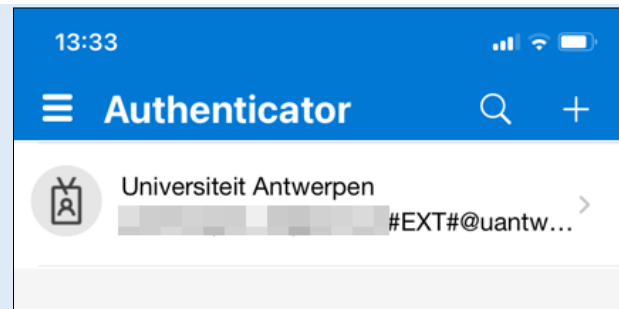


Then tap over the **number** shown on your *computer to your smartphone*.

In doing so, your smartphone also indicates which guest account you will use to log into which part of Microsoft 365.



Done! Your Authenticator app is now set up for use at UAntwerpen.

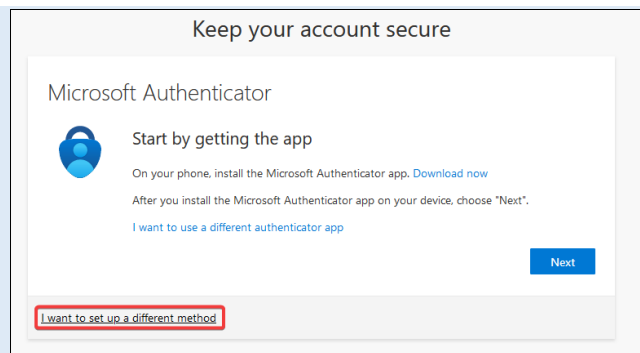


SMS as a second factor

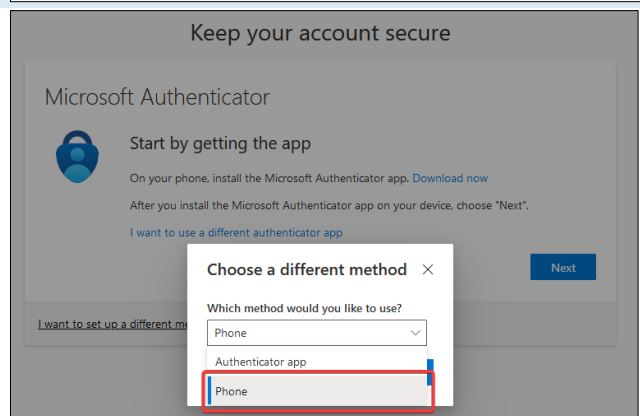
Less recommended but also possible is to use SMS as a 2nd factor instead of the Microsoft Authenticator app. To set this up, click **"I want to set up a different method"** on the first screen of the MFA set up and follow the prompts on your screen.



Click **I want to set up a different method** to set up a different method for MFA on your guest account.



Set **Phone** as the method and click **Submit** to continue.





Choose the correct country code and further complete your cell phone number. Then click **Next** to continue.

Keep your account secure

Phone

You can prove who you are by answering a call on your phone or receiving a code on your phone.

What phone number would you like to use?

Receive a code
 Call me

Message and data rates may apply. Choosing Next means that you agree to the [Terms of service](#) and [Privacy and cookies statement](#).

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



A text message will now be sent to the cell phone number you provided. Type in the verification code from this text message and click **Next** to continue.

Keep your account secure

Phone

We just sent a 6 digit code to . Enter the code below.

[Resend code](#)

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



Then click **Next** and then **Done** to exit the set up wizard. You can now log in with your guest account using your password and an SMS confirmation code.

Keep your account secure

Phone

Verification complete. Your phone has been registered.

Keep your account secure

Success!

Great job! You have successfully set up your security info. Choose "Done" to continue signing in.

Default sign-in method:

Phone