



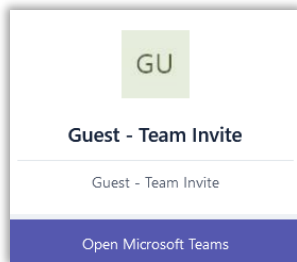
# MFA Registration using Microsoft Authenticator

## Guide for Guests and Third Parties

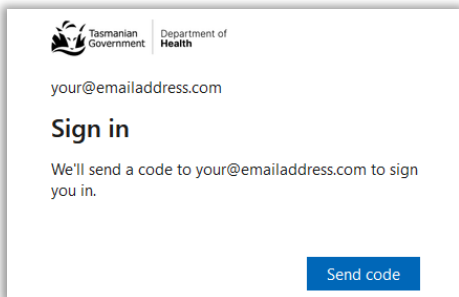
Before accessing Department of Health resources, you will need to register your email address, and sign up for Multi-Factor Authentication (MFA).

### 1. Register your non-Tasmanian Government Email

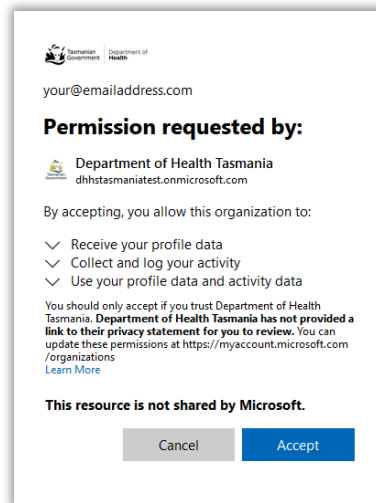
1. Click the [Open Microsoft Teams](#) link supplied in your email invitation.



2. Click [Send code](#) for a one-time code, entering it into the next prompt.



3. Review and [Accept](#) the Department of Health permissions.

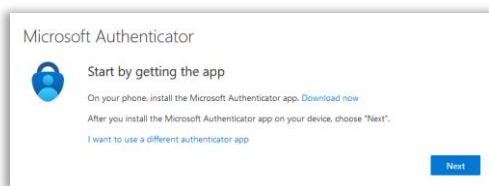


4. Choose to open Teams in the Web app, or Windows app.
5. Click [Next](#) under 'More information required'. This will take to a Microsoft Authenticator setup page.

All accounts accessing Department of Health resources are required to use MFA. This page explains the MFA registration process using Microsoft Authenticator.

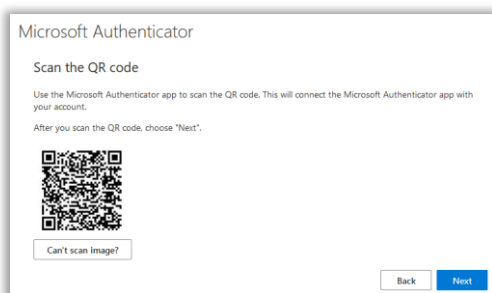
## 2 Download the Microsoft Authenticator App

1. Go to the [App Store/Google Play](#) store on your IOS or Android device, search for and install the [Microsoft Authenticator](#) app, and click [Next](#).



## 3 Setup Multi-Factor Authentication (MFA)

1. Open the [Microsoft Authenticator App](#) on your mobile phone, allowing notifications and camera access if prompted.
2. On your computer, click [Next](#) until you a QR code appears on screen.

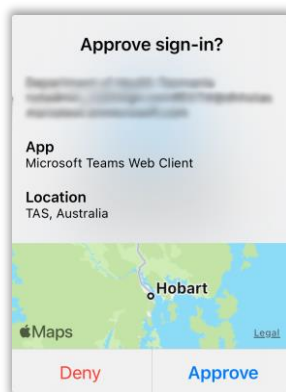


3. In the app, add an account, then select [Work or school account](#), then [scan the QR code](#) displayed on your computer.



Once you have successfully scanned the QR code, your account will automatically show in the Authenticator app, displaying a six-digit verification code.

4. A notification will then appear on your mobile device. Select [Approve](#) to complete the registration process.



MFA registration is now complete.

### Please Note

When you next Sign in, you will need to select the option to [sign in with a one-time code](#).

We couldn't find an account with that username. Try another, or if you were invited to join an organization, sign in with a one-time code sent to your email.

Entering the code sent to your email, and Approving a prompt on your Authenticator app will allow you to Sign in.

Department of Health

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