Login with your username and password at http://outlook.belmont.edu.
You will be prompted for more information.
Click Next.

You will be presented with this notification.
Click Next.
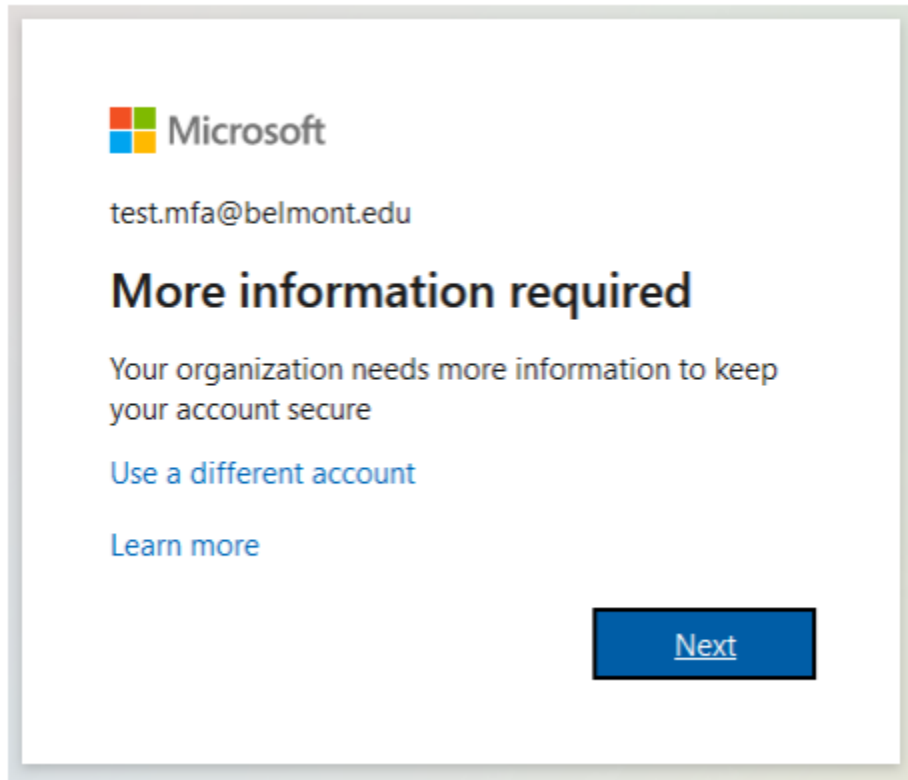
You have two choices to use for authentication, either the Microsoft Authenticator App or to receive a text or a phone call.

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

If you would rather receive a text or phone call instead of using the Authenticator app click I want to setup a different method.

Choose Phone

Choose a different method ✕

Which method would you like to use?

| Phone ⌄ |

Cancel   **Confirm**

Enter your phone number to either receive a text or a call.
Note: If you enter a land line phone number to call either for work or home you may not always be available to receive the call.

Keep your account secure

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

Phone

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

What phone number would you like to use?

United States (+1) ⌄	5551234567

● Text me 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.

Next

I want to set up a different method

Enter the security code text you received on your phone or the code you received in the call. Click Next.

Keep your account secure

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

Phone

We just sent a 6 digit code to +1 5551234567. Enter the code below.

123456

Resend code

Back   Next

I want to set up a different method

Your account will be authenticated and MFA setup.

If you decide to use the Microsoft Authenticator app, download the app on your mobile device.

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

Click Next.

Your computer screen will display a QR Code.

Start the Microsoft authenticator app on your phone, click Credentials at the bottom of the page, and scan the QR code on your screen.

9:19
◀ Search

☰ **Credentials**

Accept a verifiable credential for more control of your identity

Some websites and organizations now offer verifiable credentials. They make account setup simpler and safer, while giving you more visibility and control over your personal data.

A website typically offers a credential through a QR code. Scan the code to get started.

Scan a QR code

Learn about Verifiable Credentials

Click Approve on the Authenticator app.

The Authentication app will approve your MFA notification.
Click Next.

Keep your account secure

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

Microsoft Authenticator

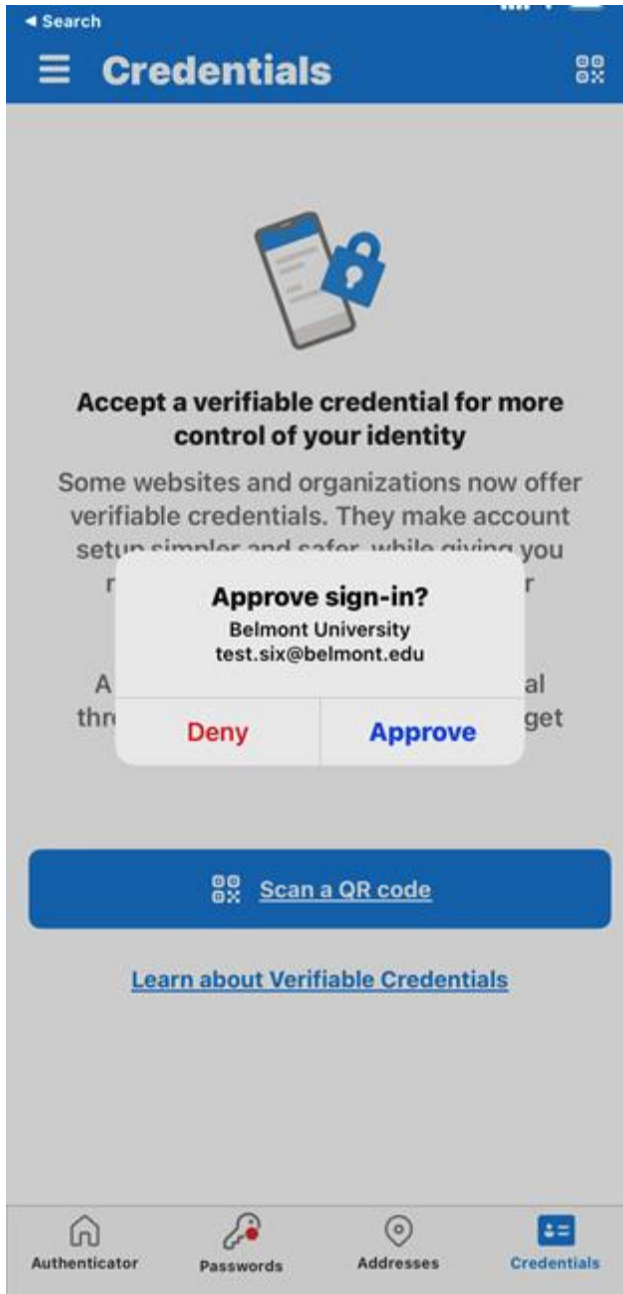✅ Notification approved

Back   Next

I want to set up a different method

Click Done.

Keep your account secure

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

Success!

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

Default sign-in method:

Microsoft Authenticator

Done

Last updated August 1, 2022