Microsoft Authenticator Setup - Android

Prerequisites

If you do not have the 'Microsoft Authenticator' app installed on your mobile phone, please download and install the App from 'Play Store' for Android devices before completing these steps.



Removing existing Microsoft Authenticator app account

NOTE: Users who downloaded this app newly or do not have any existing **archmi.com** account configured in Microsoft Authenticator can ignore this section and directly skip to section "<u>Adding Sign-In Methods</u>" on Page 3 of this document.

1. When you open the Microsoft Authenticator app and see your **archmi.com ID**, you will need to **remove** the existing account first. You need to complete this section before moving to subsequent sections.

Open the Microsoft Authenticator app and you should see your account listed as shown in the below screenshot.





 Select your existing Arch MI account and you will be taken to the below screen. Click on the Settings icon on the top right corner. This will take you to the next screen where you will see an option to Delete account.



3. Select **Delete Account.** This will take you to the remove account screen. Click on **Remove Account.**

	DELETE ACCOUNT
Remove a	account?
After remov be able to u identity.	ing your account, you will not se this device to verify your

4. This will ensure your current registration is removed from the device. This completes the first part of this document



Adding Sign-In Methods

 From your MOBILE BROWSER, go to the URL > <u>https://aka.ms/setupsecurityinfo</u> You should see the below page



2. Key in your Arch MI User ID **<userid>@archmi.com** and the corresponding password. The password is the same as the password you use to sign-in to your VDI.

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Password				
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3. Once you enter your credentials, you will be taken to the below screen. Enter your **Phone number** in the text box and choose '**Text me a code'**



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Keep your account secure
Your organisation 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)
Enter phone number
• 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
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4. Once you enter your phone number, the 'Next' button will be enabled. Please click on 'Next'

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AA 🔒 mysignins.microsoft.com 🖒						
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)						
3365280863						
Text me a coo	je .					
Call me						
Message and data rates may apply. Choosing Next means that you agree to the Terms of service and Privacy and cookies statement.						
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5. You will receive a 6-digit code through SMS. Please enter the code below and click Next





6. You should see the below screen. Click 'Next'

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AA	mysignins.microsoft.com	C
≡ :		
Keer Your organisat	D YOUT ACCOUNT SECURE tion requires you to set up the following m of proving who you are.	e thods
	erified. Your phone was registered sfully	
	Next	



7. Click Done



8. Next we will setup Microsoft Authenticator. You will see the below page. Click on Add Method:





9. You will see the below pop up with Authenticator App as the default value. Click 'Add'



10. You will be taken to the below screen. Click Next





11. You will be taken to the below screen. Click on the 'Pair your account to the app by clicking this link'



12. Click Open:





13. It will launch **Microsoft Authenticator** App on your phone and you should see your **ArchMI account** listed under Arch Capital Group Inc.



14. Go back to the browser and you should see the below screen. Now click **Next**.





15. You will see the below screen.



16. Switch to Microsoft Authenticator app and click on **Approve**:





17. Once you approve, come back to the browser and you will see notification approved message. Click Next



18. You will see the below screen with Microsoft Authenticator listed.





19. Click on **Change** link. You will see a popup with your phone listed. Click on the drop down next to your phone number



20. Select Microsoft Authenticator





21. Click Confirm



22. Now you should see the Default Sign-in method set to Microsoft Authenticator as show below. You are all set now.

