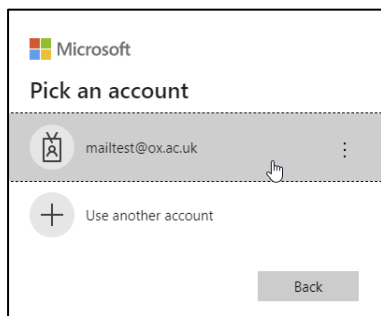




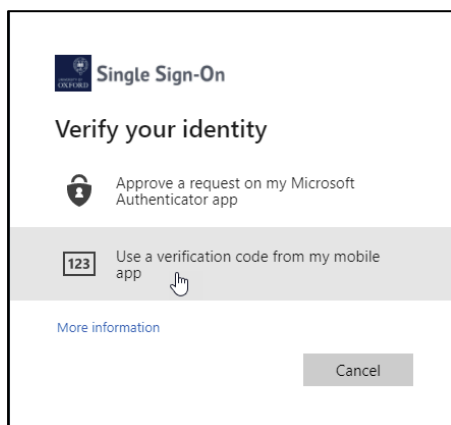
## Signing into your account using MS Authenticator One-Time Password (OTP)

Once you have setup multi-factor authentication please follow the instructions to sign-in to your Single Sign-On (SSO) account using MS Authenticator One-Time Password (OTP). This guide assumes that the default authentication method is set to Microsoft Authenticator.

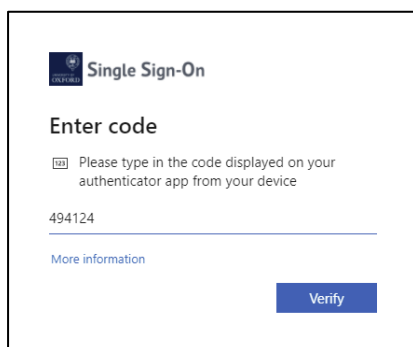
1. Select your account at the Single Sign-On (SSO) page



2. Enter your password and click **Sign in**
3. At verify identity page click '**Use a verification code from my mobile app**'



4. Open the MS Authenticator app and select your account. Type the six-digit passcode in the **Enter code** page and click **Verify**



5. You will now be logged into your account.