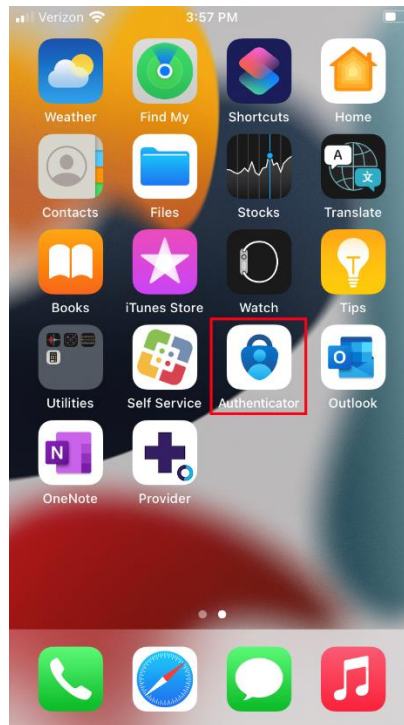
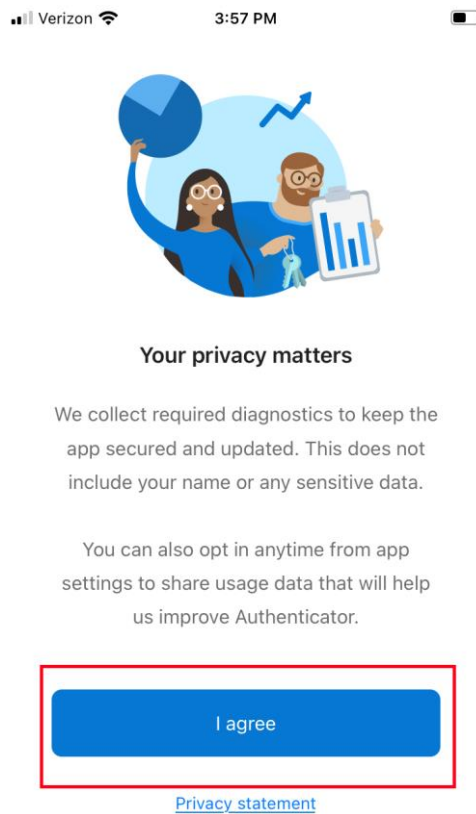


Outlook Instructions

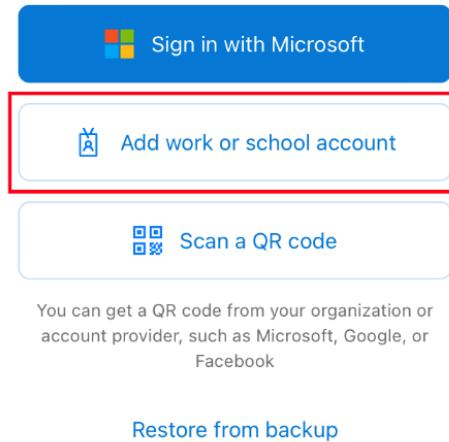
1. Open up **Authenticator** on your iPhone Device.



2. Click on **I agree**



3. Select the second option: **Add work or school account**



4. Log in with your Stony Brook Medicine Account Credentials
5. Once logged in, it will ask you to approve sign in request. Click **on I can't use my Microsoft Authenticator app right now.**

Cancel



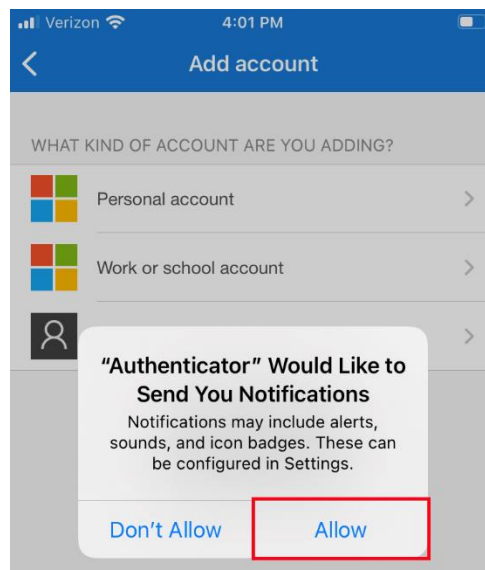
elizabeth.shi@stonybrookmedicine.edu

Approve sign in request

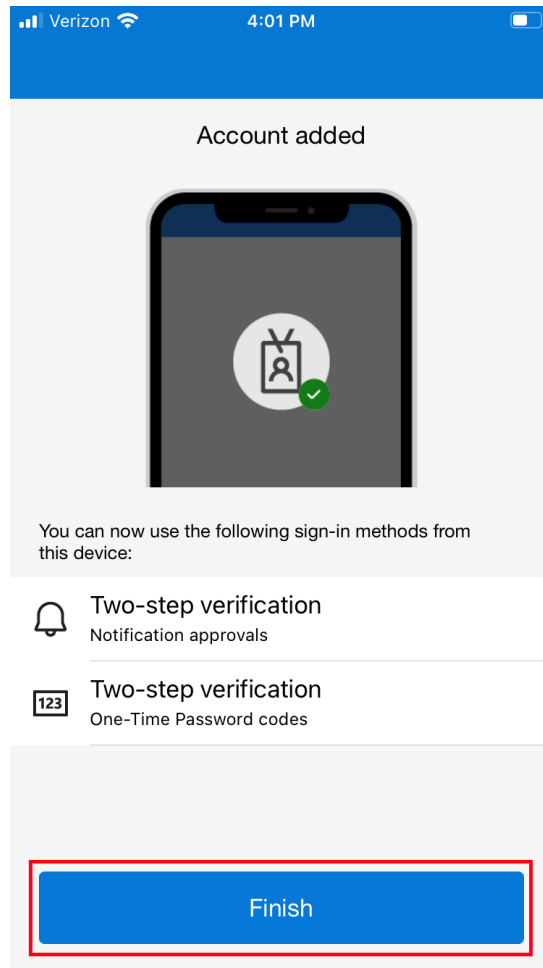
- Open your Microsoft Authenticator app and approve the request to sign in.

I can't use my Microsoft Authenticator app right now

6. It will ask you to **Verify your identity**. Please select one of the options to verify your identity.
7. Once verify, click on **Allow** to allow Notifications to be send.

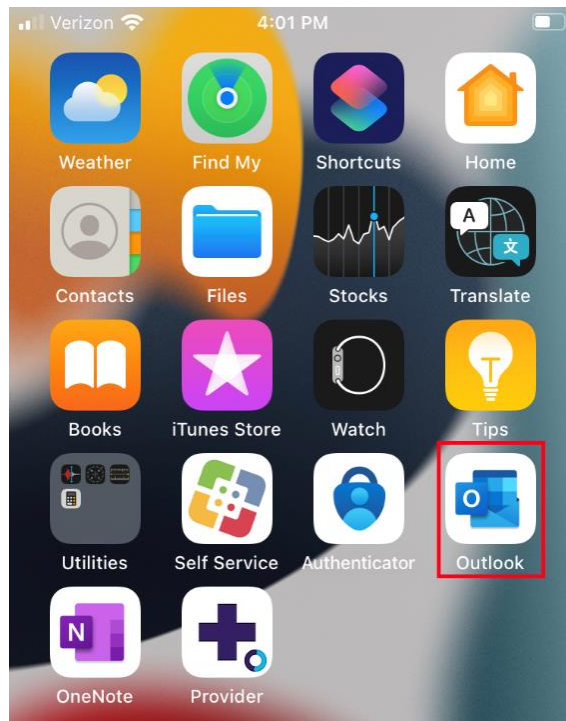


8. Then click **Finish**

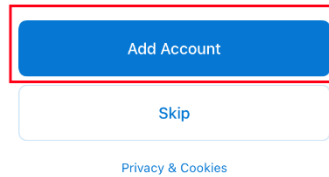


9. If you have any difficulties with MFA, then please call the Help Desk at 4-HELP.

10. Next return back to your phone homepage and click on **Outlook**



11. Next click on **Add Account** located on the bottom



12. Then click on **Open Authenticator**. This will open Authenticator and then return back to Outlook.



Please Authenticate

Please go to the Authenticator app to continue.

Open Authenticator

13. A pop up should appear. Hit **OK** and then hit **OK** again. Then click on **Maybe Later**. This should lead you to your Outlook Account.



Would you like to add another account?

Maybe Later

Add