

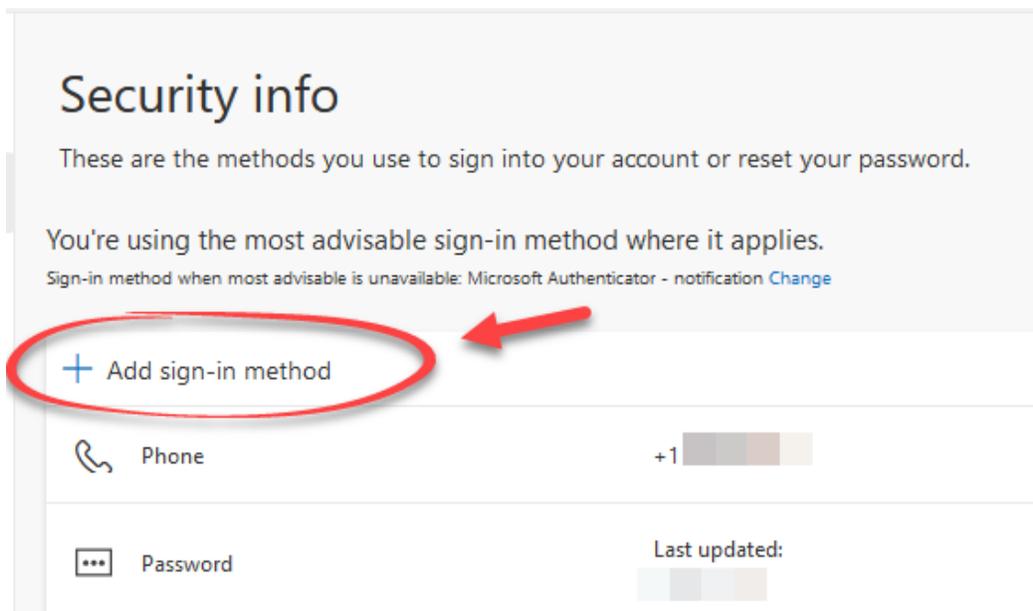
## Add Backup Options for Microsoft Multi-Factor Authentication.

Visit <https://mysignins.microsoft.com/security-info>

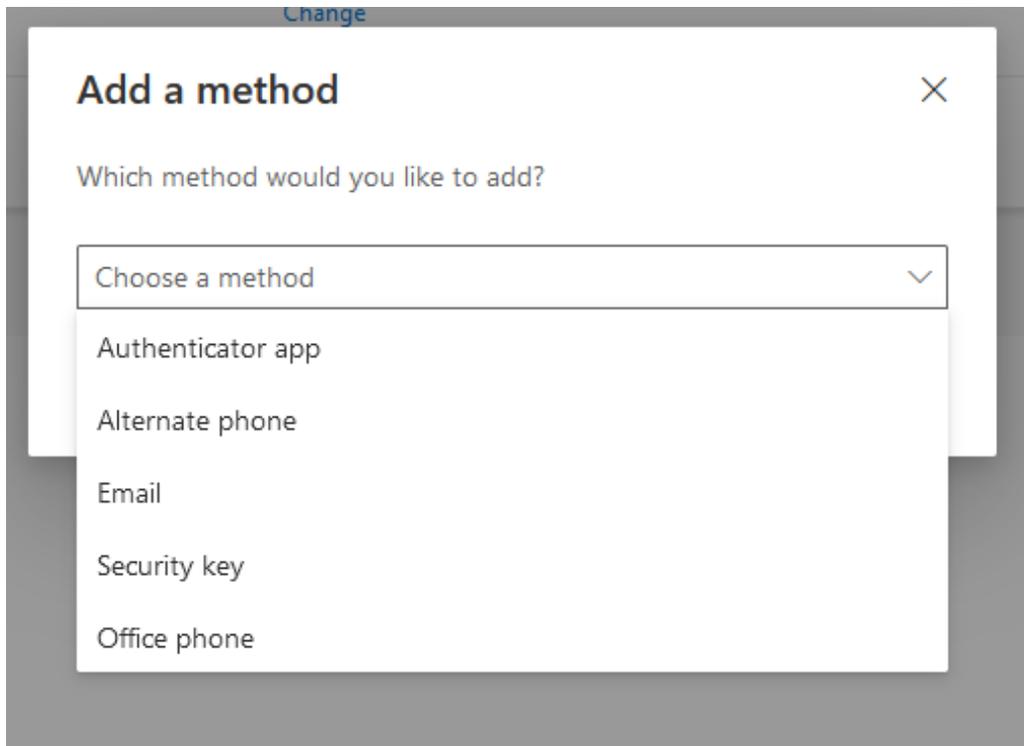
Login using your **@my.gulfcoast.edu** email address and password

Enter your response to "Stay signed in?" Recommended: If you are on a shared computer select "No".

Select + **Add sign-in method**



Choose the **Additional MFA** option you want to add to your account



4. Select **Add**

5. Follow the prompts to enroll the backup device or phone number.

#### Available Options:

- **Authenticator App:** Microsoft Authenticator can be installed on secondary phones or tablets and associated with your account for MFA
- **Alternate Phone:** Can be an alternate phone number (Cellular, Landline or VoIP)
- **Email:** Can be an alternate email address you have access to which you can verify yourself from

*\*Please note, alternate emails **cannot** be used for account login (e.g. MFA), it is only for password resets.*

- **Security Key:** A personally owned FiDO2 device key such as a Yubikey, Titan Security Key or Windows Hello
- **Office Phone:** Useful if you have a phone number and direct extension

*\*Please consider any additional prompts your offices phone system may require to get to entering a user's office extension*