

How to Enable Passwordless Sign-In for Multifactor Authentication

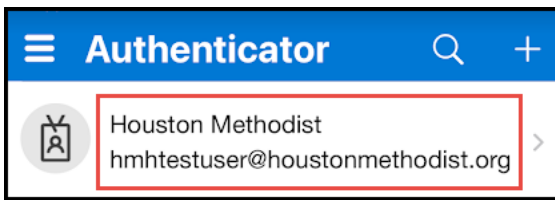
Audience: Employees already using the Microsoft Authenticator app for multifactor authentication (MFA).

Houston Methodist multifactor authentication (MFA) just got a lot more secure for HM and easier for you. When you authenticate into any Azure cloud application (for example, **Office 365**), you no longer need to enter a password. You can sign in by simply acknowledging a notification sent to your mobile device through the **Microsoft Authenticator** app.

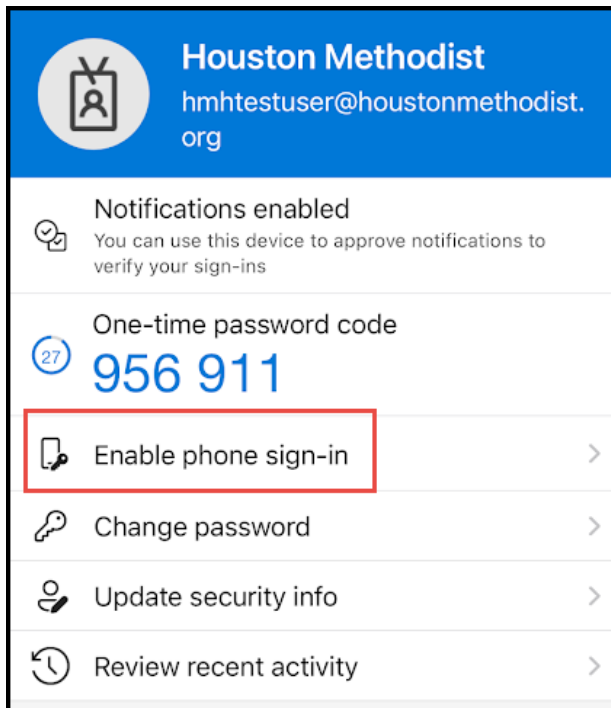
Step 1: You must have the **Microsoft Authenticator** app installed on your mobile device. If you already have this, skip this step. If you have don't, simply [click here](#) for instructions.

Step 2: Configure the **Microsoft Authenticator** app for passwordless sign-in.

1. Open the **Authenticator** app on your mobile device.
2. Select your Houston Methodist account.



3. Select **Enable phone sign-in** (see below in red).



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4. Then select **Continue**.

Sign-in with your phone




Stop using your password, and still sign in securely with Microsoft Authenticator. Complete the steps below to enable phone sign-in.

 **Device registration**
Your IT department requires you to register your device, so it can be trusted to access organizational resources.

 **Set passcode**
A device passcode or Touch ID is required. You must go to Settings to enable it.

Continue

5. Sign into your account and complete MFA. (If this does not appear, just go to next step.)


HOUSTON Methodist LEADING MEDICINE

< hmhtestuser@houstonmethodist.org

Enter password

Password

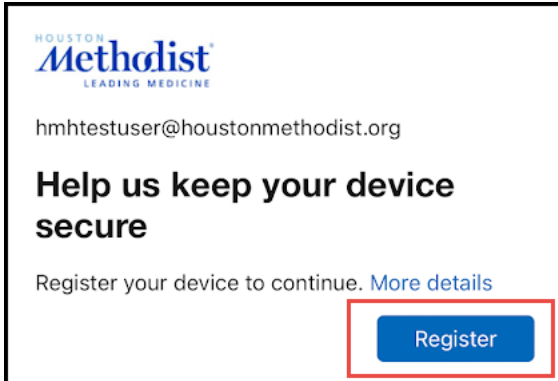
[Forgot my password](#)

Sign in

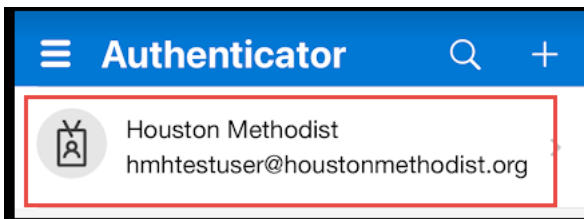
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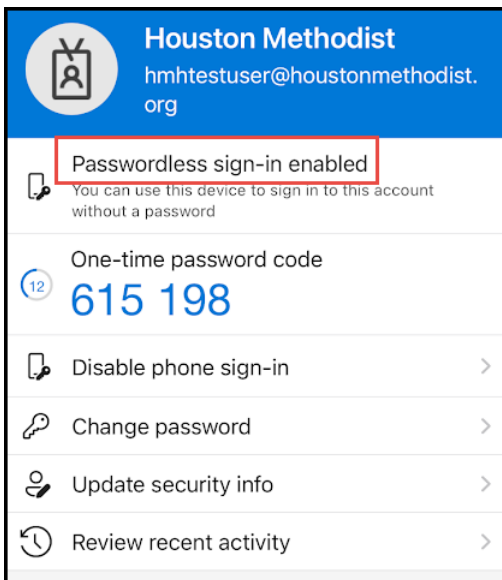
- Once signed in, select the **Register** option. This should take a few seconds and will register your mobile device to your account.



- If successful, you should see the screen below. To validate, select your account again:



- The next screen verifies that **Passwordless sign-in enabled**:




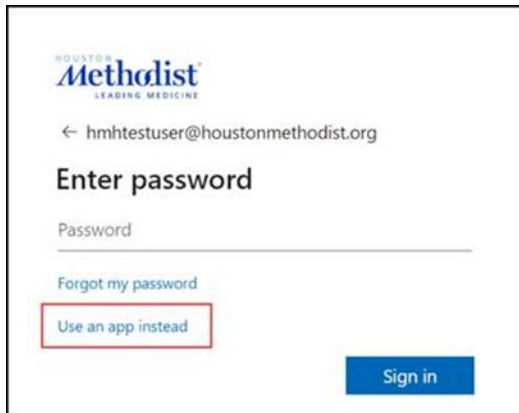
You can now start using passwordless sign-in via the **Authenticator** app.

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Testing the set-up

To test, wait about five minutes.

1. Open any web browser, visit <https://office.com> and sign in.
 - a. **Note:** If you're on the HM network or VPN, you must open a private browsing window, otherwise the network will sign you in using single sign on (SSO). To open a private browsing window (which does not store any browsing history or cookies), press **Ctrl + Shift + N** to open a new private browsing window. On a Mac, use **Command + Shift + N**. On your iPhone in Safari, select the **Tabs** button , then select **Private**, then **Done**.
2. When you get to the password screen, select the **Use an app instead** option.



3. You should receive a number match sent to your **Authenticator** app.
4. Once you verify the number on the **Authenticator** app, you will be signed in.

Note: The next time you sign in, it will default to just sending you the notification. You will not need to click “Use an app instead” every time, only the first time.