# Set up Text Messages (SMS) for Multi-Factor Authentication (MFA)

**IMPORTANT**: Use two devices to complete these instructions.

- The phone you want to receive MFA notifications on (e.g. your smartphone, office phone or home phone)
- A computer or other device to follow the setup instructions (e.g. your UNB laptop)

Instructions

1. Starting with your computer: Open an incognito/private browsing window in your web browser. Go to any UNB M365 service ([like email](#)) and log in with your UNBloginID@unb.ca (don't forget the @unb.ca) and password if prompted (*if you're already logged in to M365, you won't need to log in*).

2. You'll be prompted with a "more information required" screen. Click **Next**.
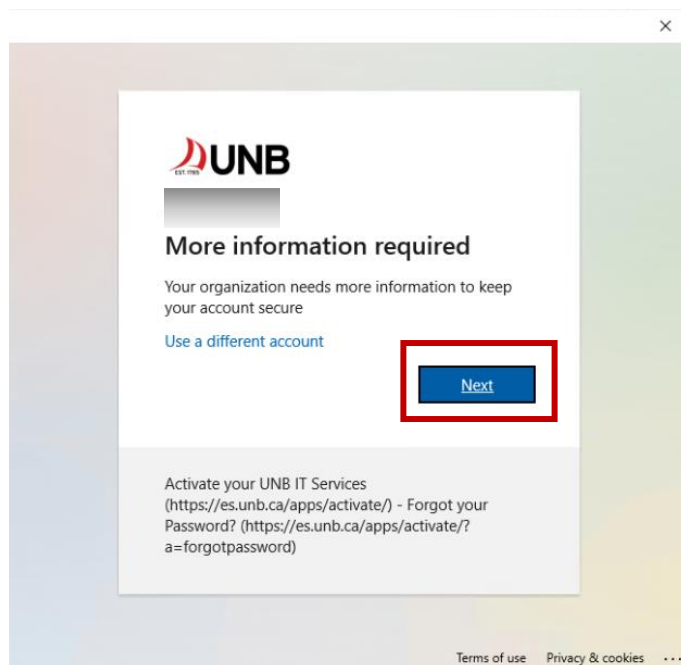
3. On the login screen, enter your UNB password (your loginID@unb.ca should already be pre-filled) and click **Sign in**.
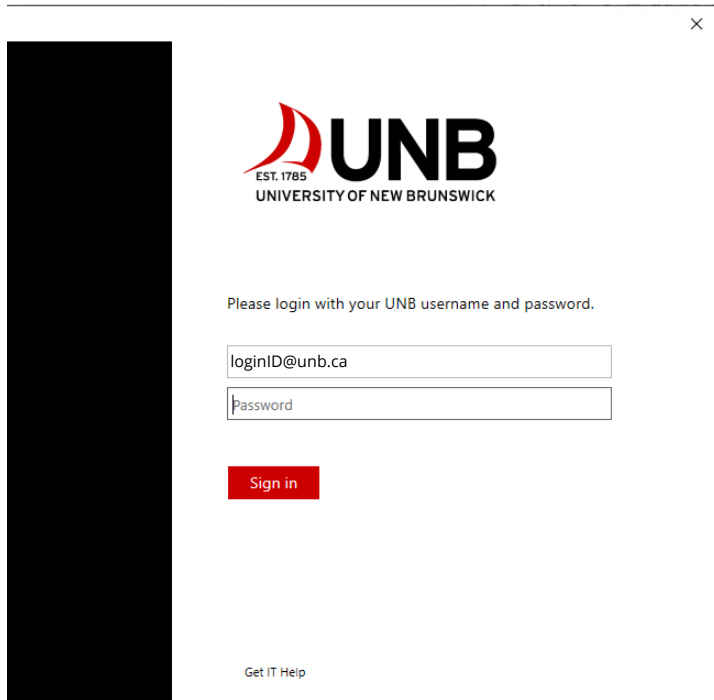
4. On the Microsoft Authenticator screen, click **I want to set up a different method**.
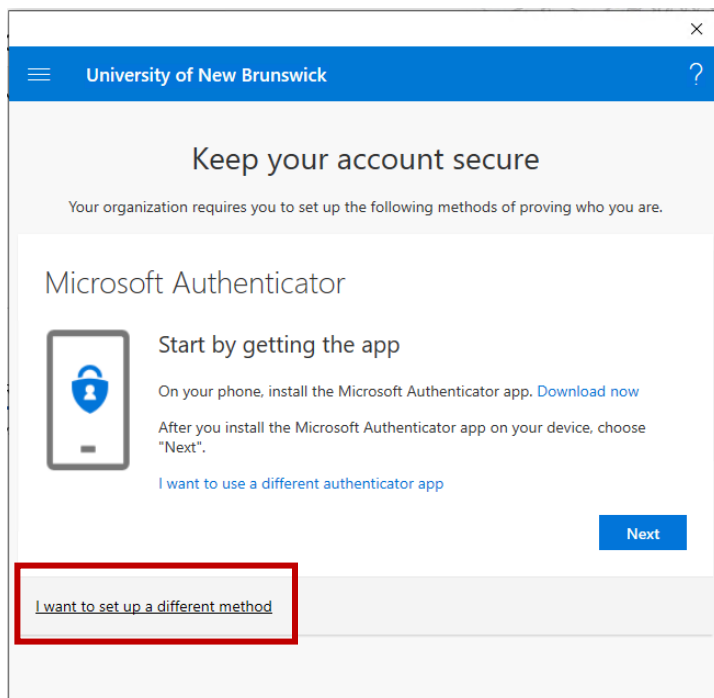
5. Under *Which method would you like to add?* select **Phone** from the drop down then click **Add**.

6. Select your country from the dropdown and enter your 10-digit phone number without spaces (e.g. 5064572222) then click **Next**.

7. A temporary code will be sent via SMS to your phone. On your computer, enter the code in the space provided then click **Next**.

8. You'll see a message on your computer saying your phone was registered successfully. Click **Next** and **Done** to finish.