How do I... Prepare: Multi-Factor Authentication (MFA) for MS 365

Why!?
Security, Security, Security...

Want to avoid being hacked? We are helping keep your ID secure by implementing multi-factor authentication on Microsoft 365 (MS 365).

- Multifactor authentication (MFA) is one of the best defenses against having your credentials compromised.
- Cybercriminals can get your username and password, but cannot easily replicate your specific device or registered phone.
- MS 365 applications, especially email, are vulnerable access points for cybercriminals into CU systems and data.
- Stolen credentials can lead to multiple stolen credentials and can “spoof” trusted source.
- Students have had their banking credentials stolen through a compromised account.

Break it Down: What you need to do

1. **Install and register** for Duo.

2. Validate that the devices you are using (computing and mobile) have the **CU-supported browsers and operating systems** installed (scroll to mid-page).

3. **Install MS Outlook** on all devices you use to connect to email and MS 365 applications.

What you **NEED** to know **NOW**:

- **MFA for MS 365** goes live on **Tuesday, May 26, 2020** and you will authenticate to email, OneDrive, Teams, etc., with MFA.
- **Students, faculty, staff and alumni using MS 365 applications will be impacted**, including people who only use email.
- If you installed and registered for Duo for Virtual Private Network (VPN) or Virtual Desktop Interface (VDI: remote.ucdenver.edu), you are already registered for Duo.
- **Log in with your network ID, not your email.**
- **Install MS Outlook for MS 365** using the MS Outlook apps for Mac, Windows, iPhone and Android.
  - **With** MS Outlook installed, you will have up to 90 days between authentication requests.
  - **Without** MS Outlook installed, your device’s email app may not work or you may have to authenticate with MFA each time you access MS 365 from off campus.
- When traveling or international, use the Duo app on your phone to get a one-time code to connect. Using this method, your phone **does not** need to be connected to the internet.
- If you don’t have a mobile device, you can register a landline desktop phone and Duo will call that phone to verify.