Multi-Factor Authentication-MFA

Multi-factor Authentication (MFA), also referred to as two factor authentication (2FA), adds an extra layer of security when accessing some online services. You may already use some form of MFA for online banking or to access your personal email account.

At Queen Mary, authentication requires a username and password. Some of our secure applications also require a two factor verification (2FA) when accessing outside the Queen Mary campus network (i.e. MYHR, Worktribe, appsanywhere etc.). You can use your Mobile phone, Authenticator app or personal Email as an authenticator method which will text you or generate a one-time code.

Once MFA is set up, you will be able to access our secure applications and sites while off campus, by providing your Queen Mary IT account and password followed by two factor verification code either received as a text message or one-time code generated on your Authenticator app depends on how you have configured your MFA method shown below.

1. On your computer open a web browser and go to http://sspr.qmul.ac.uk/.

2. Enter your Queen Mary user name followed by '@qmul.ac.uk' then click Next.
3. Enter your password and click **Sign in**.

4. Once login, you will see your SSPR profile where you can configure your MFA method under Security info tab. **We recommend you to use Phone method rather Authenticator app as it will be easy to configure and easy to use.**
Using the Authenticator App Method

5. If you would like to set up MFA using the Microsoft Authenticator app, select the method from the drop down list and click on Add. If the app is already installed on your mobile or tablet, go to step 7.

6. Now install the Authenticator App on your Mobile phone. From Apple device go to App Store and search the apps called Authenticator. In Android device open your Play store and fine the app called Microsoft Authenticator.

7. Once the app is installed click Next.
8 Click Next.

9 Open your Authenticator app on your mobile phone then follow the instructions to scan the QR code then click on Next.
10. On your mobile or tablet, approve the Sign-in notification then click Next and follow the instructions to complete the set up using the Authenticator app.

- Using the Phone Method

11. If you would like to set up MFA using the Phone method, click on security info then select the Method Phone from the drop down list.
12 Click **Add**.

13 Select the Country and enter your mobile phone number. Select **Text me a code (or Call me)**, then follow the instructions to verify your phone number and complete the set up.

14 Click on **Next**, you will receive verification code via text message on your mobile phone.
15. Enter the Verification code then select Next

16. Click on Done to complete the registration process.