Authy: App based MFA for all your accounts

This document provides instructions for setting up Authy (https://authy.com/) as an MFA authenticator for your Dalhousie Account, and any other MFA enabled sites and services.

Authy is a cloud-based MFA solution that is available on the following platforms:

- Windows (32 & 64bit)
- MacOS
- Linux
- Android
- iOS

One of the chief benefits of Authy is that the MFA setup is stored in the cloud, and therefore can be sync’d to all of the locations you have the app installed.

Getting Authy:

1. Proceed in a browser to https://authy.com/download/
2. For mobile:
   a. Click the appropriate store link and install as you would any other app (Figure 1).

![Figure 1](image-url)
3. For Desktop:
   a. From the dropdown, select your operating system (For Windows, when in doubt, **choose 64bit**) (Figure 2).

   ![Desktop](image)

   Figure 2

   b. Install the downloaded app via your operating systems normal procedure.

4. Launch Authy

5. Provide a phone number that will be your account number. It is recommended this be a personal number, as you can use Authy with many online accounts as well to better secure them. **NOTE: This number is only utilized as the account base and for verification when logging in from a new device** (Figure 3).

![Authy](image)

Figure 3
6. Confirm the number is correct (Figure 4).

![Verify your account](image)

7. Confirm the login, you may use whichever method works best for you, inclusive of a Phone Call if there is concern about additional charge for the SMS message (Figure 5).

8. Once you enter the code provided on the next screen, you’ll be taken to your account, which would be blank to begin with. In order to start adding your Dal account, we’ll first go to [https://mfa.its.dal.ca/](https://mfa.its.dal.ca/), login if required, and choose “Configure MFA settings”. **NOTE:** Do not enable yet if it’s not already done, doing so will require a contact to the Helpdesk in order to fix your account and may cause temporary loss of access (Figure 6).
9. Add a sign in method (Figure 7).

10. Select **Authenticator App** from the dropdown (Figure 8).

11. Click the link indicating you wish to use a different authenticator app (Figure 9).
12. Choose Next (Figure 10).

13. If setting up on your mobile device, you can scan the QR code. If setting up on desktop choose Can’t scan image? (Figure 11).

14. Copy the secret key to your clipboard, by either highlighting and pressing CTRL+C or clicking the icon next to it (Figure 12).
15. Go back to the Authy app, and click the + in the top right (Figure 13).

![Figure 13](image)

16. Paste in the secret key from the Microsoft site and click **Add Account** (Figure 14).

![Figure 14](image)

17. Give the account a name and click **Save** (Figure 15).

![Figure 15](image)
18. This will bring up a code, on the Microsoft site in your browser click **Next** then enter the code as requested to add the app to your account (Figure 16).

![Figure 16](image1.jpg)

19. You should now see it listed on your account as an **Authenticator App** (Figure 17).

![Figure 17](image2.jpg)