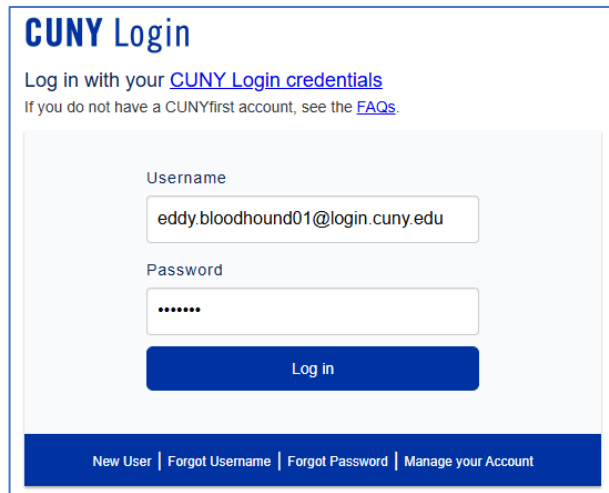


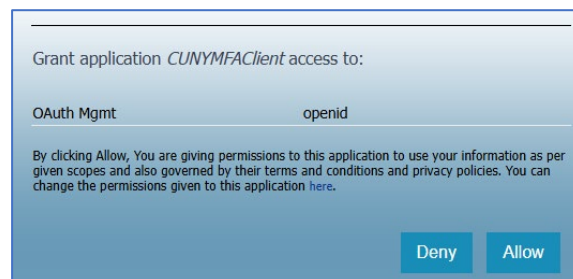
## First-Time Setup (CUNY Login MFA TOTP with Microsoft Authenticator)

1. Open [CUNY MFA Self-Service](#).
2. Enter your **CUNY Login username and password**, then click **Log In**.



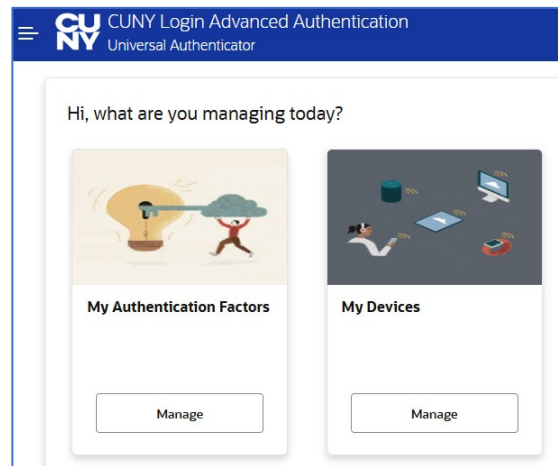
The image shows the CUNY Login page. At the top, it says "CUNY Login" in a large blue font. Below that, it says "Log in with your [CUNY Login credentials](#)" and "If you do not have a CUNYfirst account, see the [FAQs](#)." There are two input fields: "Username" with the text "eddy.bloodhound01@login.cuny.edu" and "Password" with masked characters "\*\*\*\*\*". Below the password field is a blue "Log in" button. At the bottom of the form, there is a blue bar with white text links: "New User", "Forgot Username", "Forgot Password", and "Manage your Account".

- If prompted to share your location, click **Allow**.
- An Oracle Access Manager page will display—click **OK**.
- On the Oracle Identity Management page, click **Allow**.

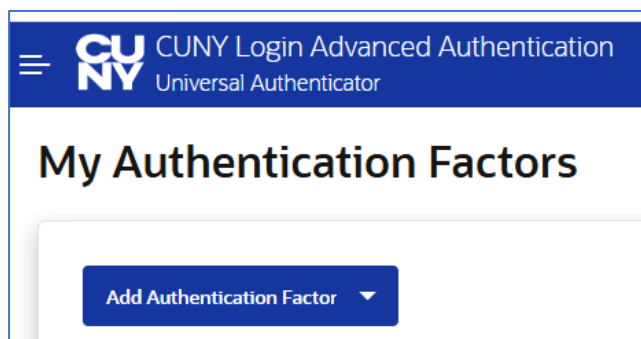


The image shows a consent screen for the application "CUNYMFA client". It asks to "Grant application CUNYMFA client access to:" and lists "OAuth Mgmt" and "openid". Below this, it says: "By clicking Allow, You are giving permissions to this application to use your information as per given scopes and also governed by their terms and conditions and privacy policies. You can change the permissions given to this application [here](#)." At the bottom right, there are two buttons: "Deny" and "Allow".

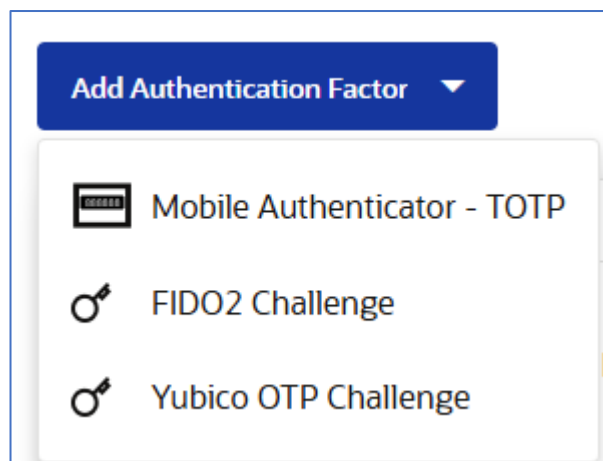
3. On the “Hi, what are you managing today?” page, click **Manage** under *My Authentication Factors*.



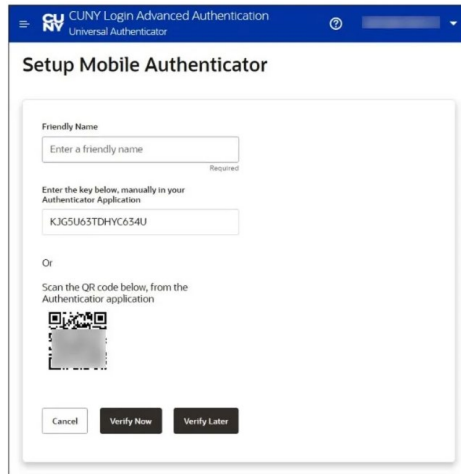
4. Click **Add Authentication Factor**.



5. Choose **Mobile Authenticator – TOTP**.

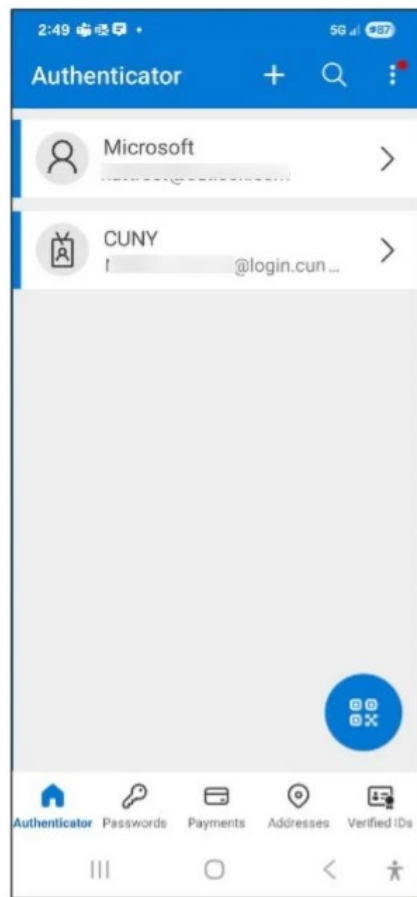


6. Enter a **Friendly Name** (e.g., “CUNY Login MFA”).
  - On iPhones, use hyphens/underscores instead of spaces.

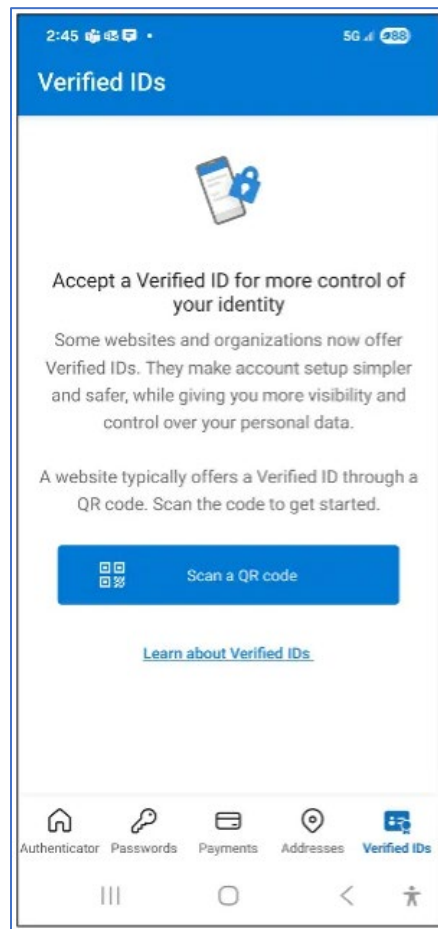


The screenshot shows the 'Setup Mobile Authenticator' screen of the CUNY Login Advanced Authentication Universal Authenticator app. The screen has a blue header with the CUNY logo and the text 'CUNY Login Advanced Authentication Universal Authenticator'. Below the header, the title 'Setup Mobile Authenticator' is displayed. The main content area contains three sections: 1. 'Friendly Name' with a text input field labeled 'Enter a friendly name' and a 'Required' label. 2. 'Enter the key below, manually in your Authenticator Application' with a text input field containing the key 'KJGSU63TDHYC634U'. 3. 'Or' followed by 'Scan the QR code below, from the Authenticator application' and a QR code. At the bottom, there are three buttons: 'Cancel', 'Verify Now', and 'Verify Later'.

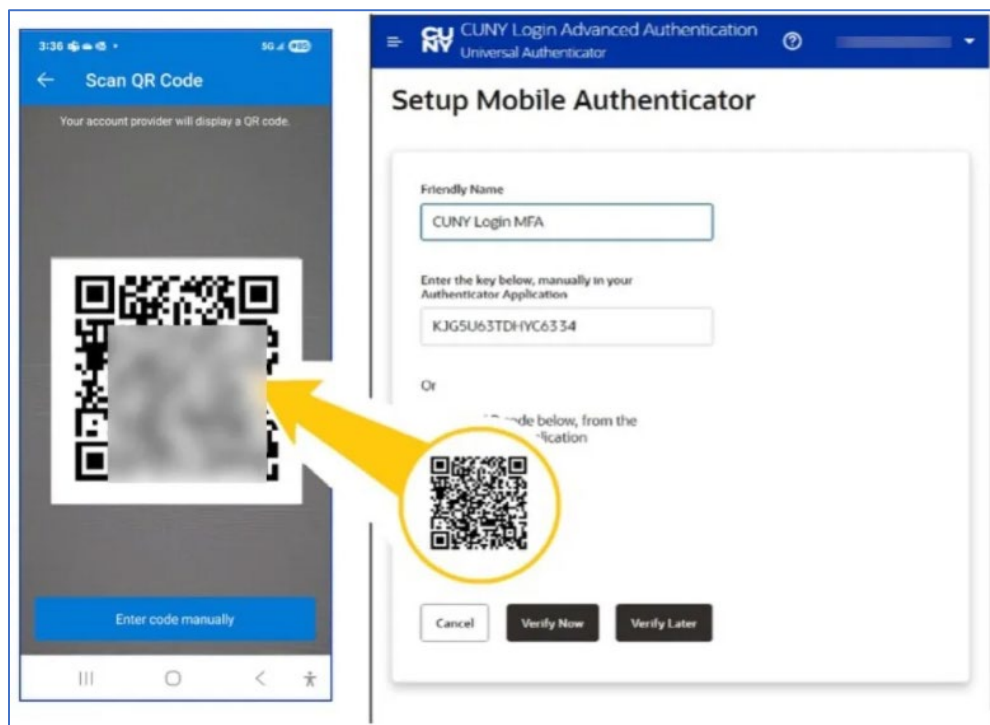
7. Open **Microsoft Authenticator** on your phone (Google Authenticator or Duo also work).



8. Tap **Verified IDs**, then **Scan a QR code**.



9. Scan the QR code shown on your computer (Read: It is like taking a picture with your phone. Move the phone until the box symbol on the screen shows on your phone)
- A new MFA account will be added to Authenticator, generating a code that refreshes every 30 seconds.



10. On the setup page, click **Verify Now**.



The screenshot shows the 'Setup Mobile Authenticator' page for CUNY Login. The page has a blue header with the CUNY logo and the text 'CUNY Login Advanced Authentication Universal Authenticator'. Below the header, the title 'Setup Mobile Authenticator' is displayed. The main content area contains three sections: 1. 'Friendly Name' with a text input field containing 'CUNY Login MFA'. 2. 'Enter the key below, manually in your Authenticator Application' with a text input field containing 'KJG5U63TDHYC634U'. 3. 'Or Scan the QR code below, from the Authenticator application' with a QR code. Below the QR code is a 'Verification Code' section with a text input field containing 'Enter verification code'. At the bottom, there are two buttons: 'Cancel' and 'Verify and Save'.

CUNY Login Advanced Authentication  
Universal Authenticator

## Setup Mobile Authenticator

Friendly Name

Enter the key below, manually in your Authenticator Application

Or

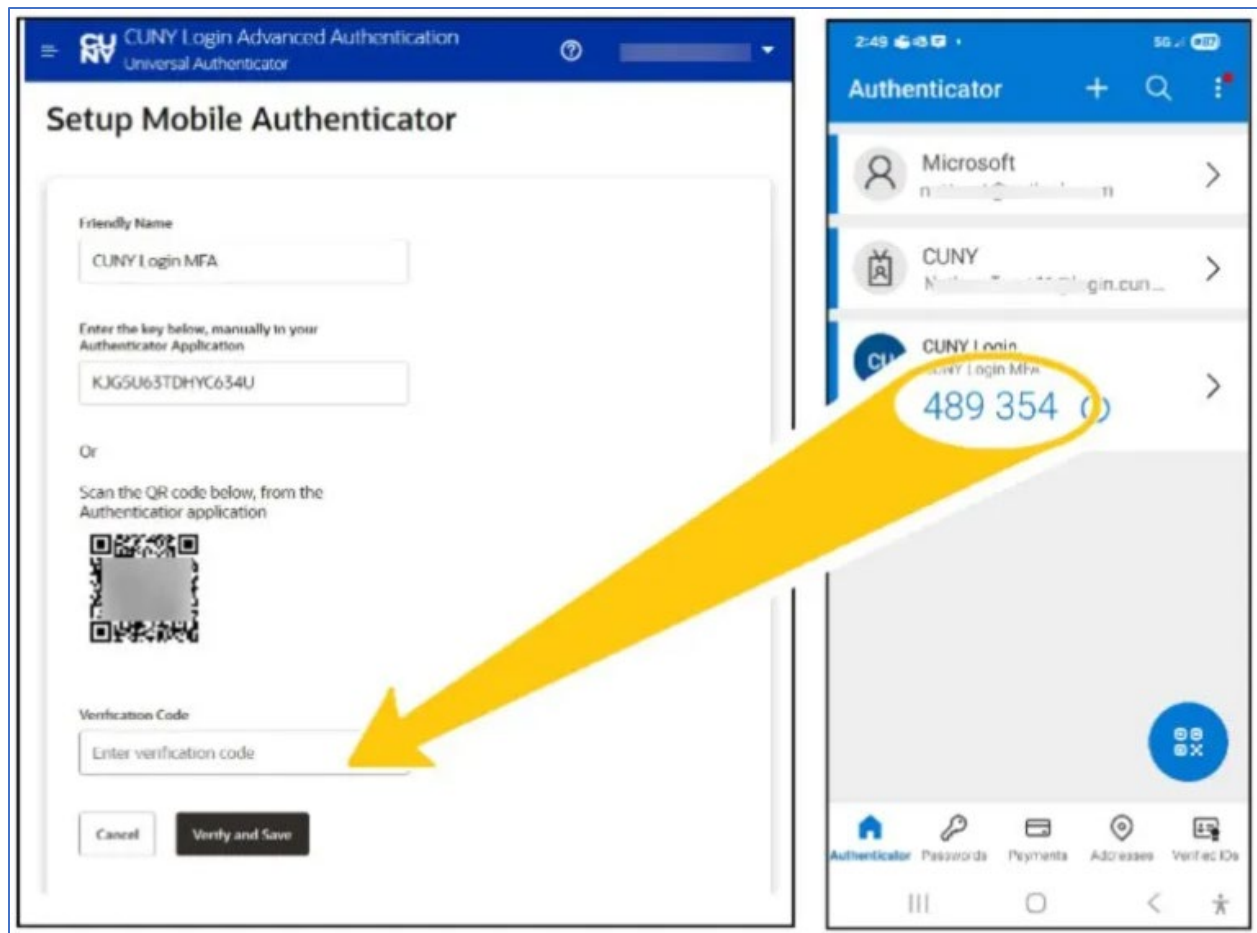
Scan the QR code below, from the Authenticator application



Verification Code

Cancel Verify and Save

11. Enter the code from Authenticator in the **Verification Code** field. (**Note:** If the code is about to expire wait for it to refresh)



12. Click **Verify and Save**.

13. Click **Verify and Save**.

Your MFA setup is now complete.