

Email Multi-Factor Authentication for Central Freight Lines



Multi-Factor Authentication and Self-Service Password Reset is here!

A couple of weeks ago IT sent out a notification that we would be enabling the ability to reset your own O365 password and have multifactor authentication security enabled for logins.

All user accounts will be undergoing these changes within the next few weeks. Please be aware that you will be seeing the process soon.

This process will require strong authentication with a range of easy verification options such as: phone call, text message, mobile authenticator app, personal email, and/or security questions.

Thanks,
Central Freight Lines IT Department

Process: (Microsoft Authenticator App is one touch sign in on your cell phone and is optional)

Step 1:

More information required

Your organization needs more information to keep your account secure

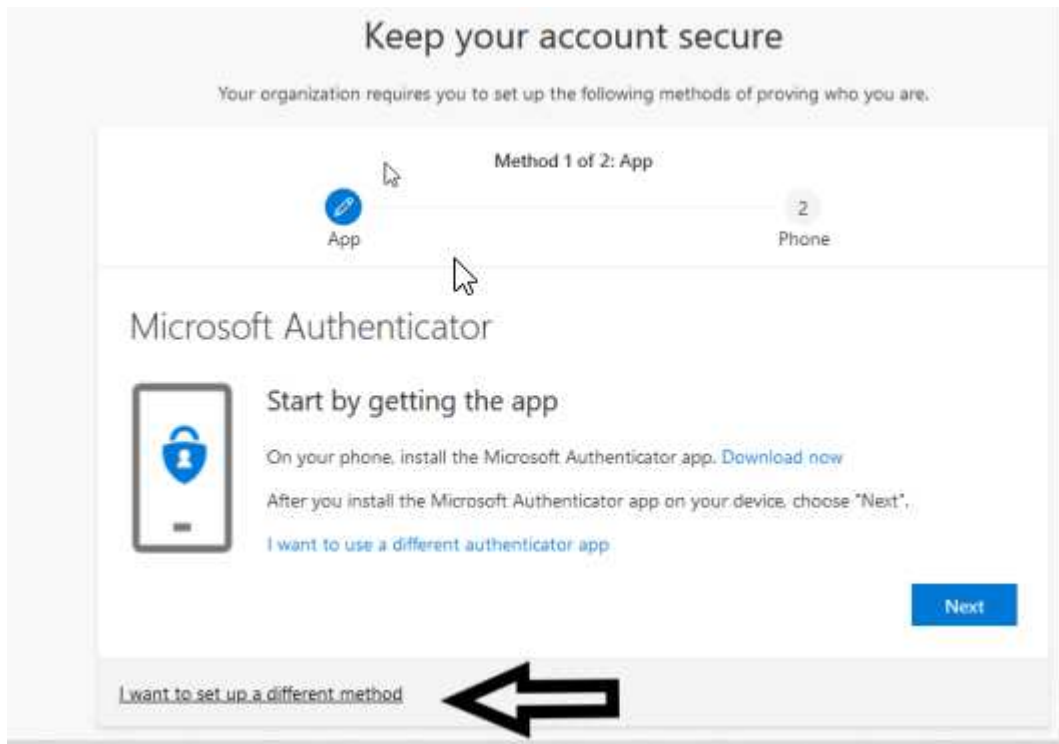
[Use a different account](#)

[Learn more](#)

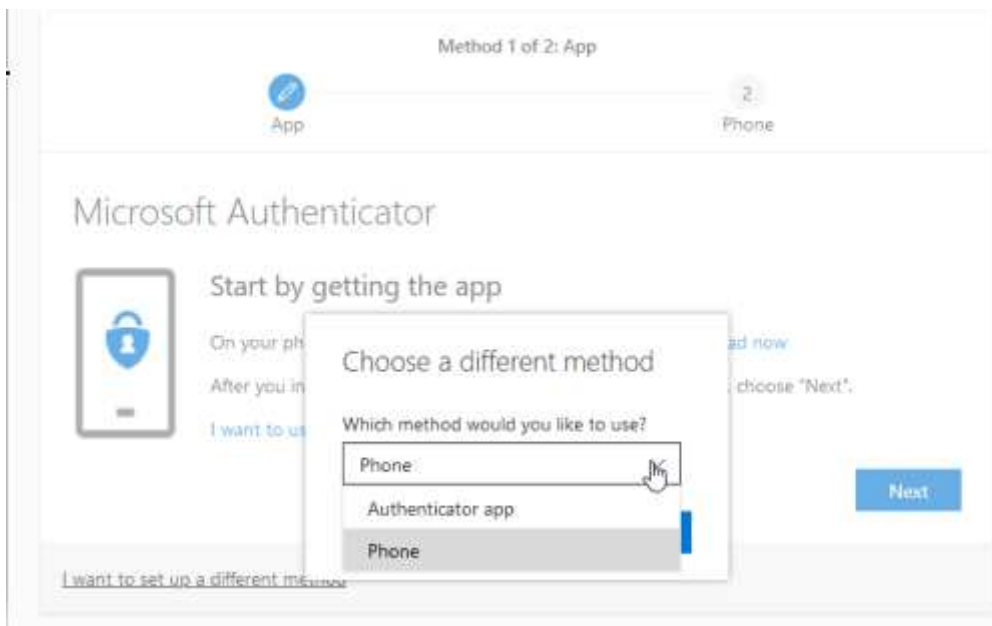


[Next](#)

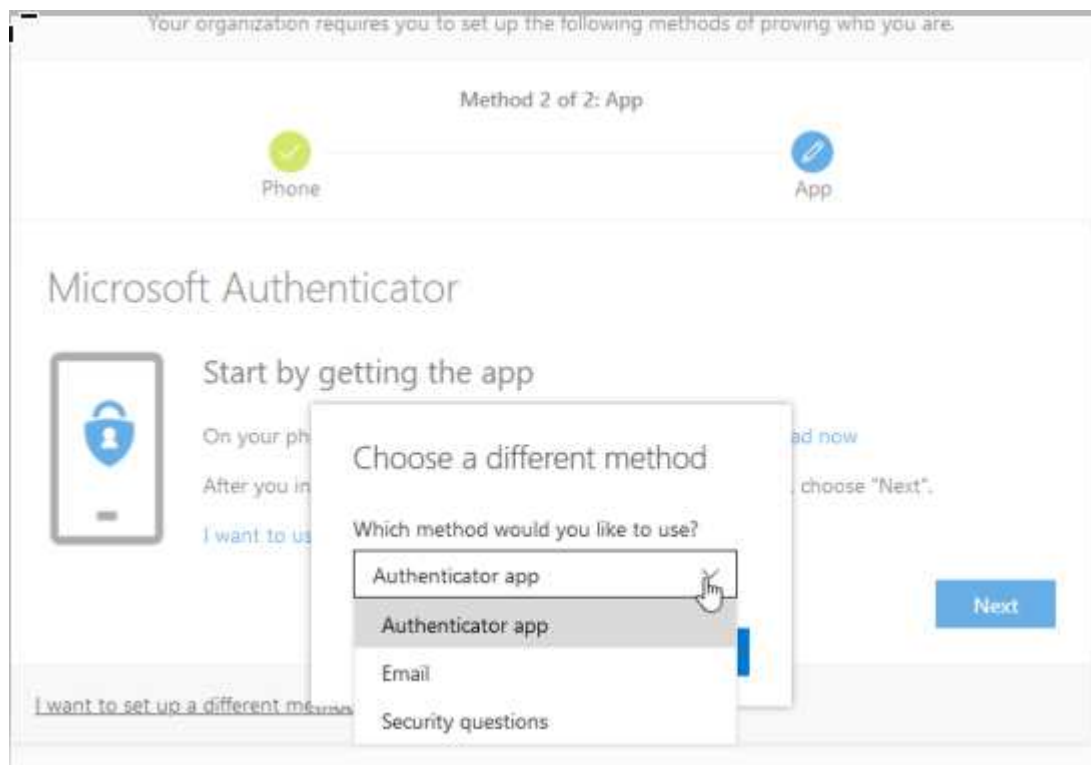
Step 2:



Step 3:



Step 4: After setting up your phone or authenticator app, repeat the process for the below options of personal email or security questions:



Step 5: These options can be edited or added here after signing into your portal.office.com account and going to your account in the top right corner (circle with your pic or initials)

My account

My account
Personal info
Subscriptions
Security & privacy
App permissions
Apps & devices
Tools & add-ins

Security & privacy

Password
Change your password.

Contact preferences On
Manage how and why you are contacted.

Organization Privacy Statement
View your organization's Privacy Statement.

Additional security verification
Your admin has turned on additional security verification to better secure your account.

To sign in to Office 365, you need to enter a password and reply back to the security message that is sent to your phone. Update your phone numbers used for account security.

To sign into some apps installed on your computer or smart phone, you'll need to create an app password. When prompted by the app, [Create and manage app passwords](#).

Microsoft's Privacy Statement
[View Microsoft's Privacy Statement.](#)

My Sign-Ins

Overview
Security info
Organizations
Devices
Privacy

You can now enable your phone number ([REDACTED]) to be used as a username for sign in. [Enable](#)

Security info

These are the methods you use to sign into your account or reset your password.

Default sign-in method: Phone - text +1 [REDACTED] [Change](#)

[+ Add method](#)

Phone	[REDACTED]	Change	Delete	▼
Security questions	---		Delete	

[Lost a device? Require sign in](#)