**Date: 27th July 2023**

**How to**

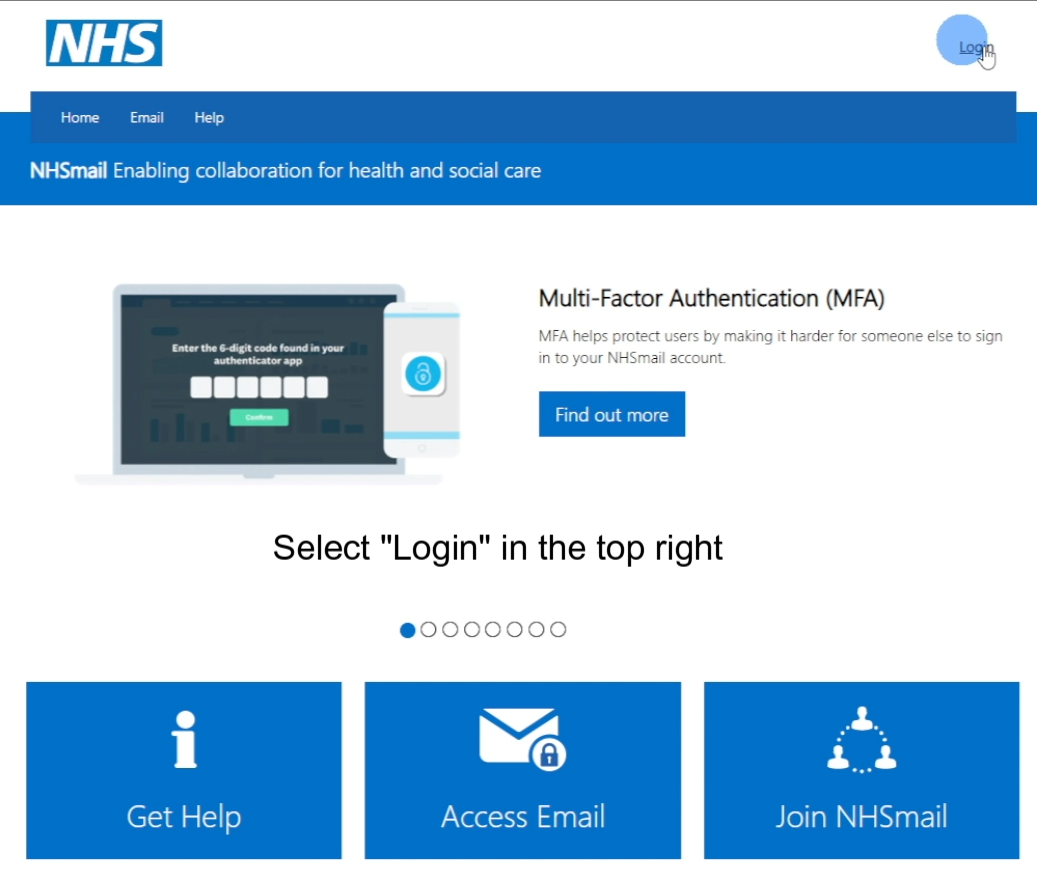
**Authenticate**

**Via Authenticator App**

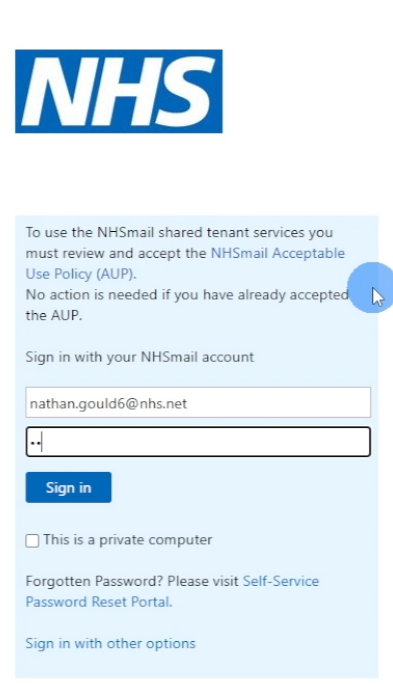
**Step 1**

Navigate to <https://portal.nhs.net> .

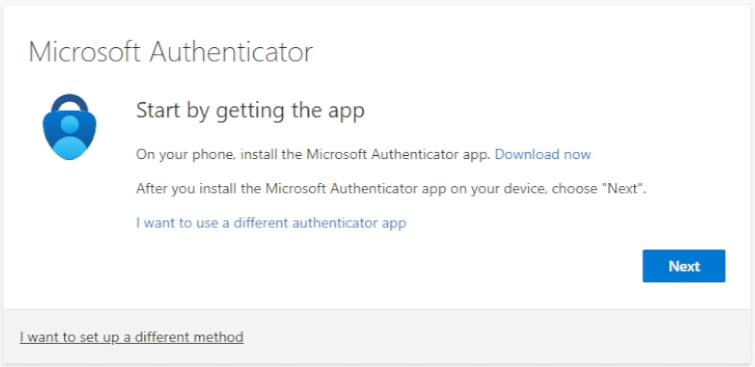
**Step 2**

Sign in via the “Login” button in the top right of the page.

**Step 3**

Sign in with your NHS mail credentials.

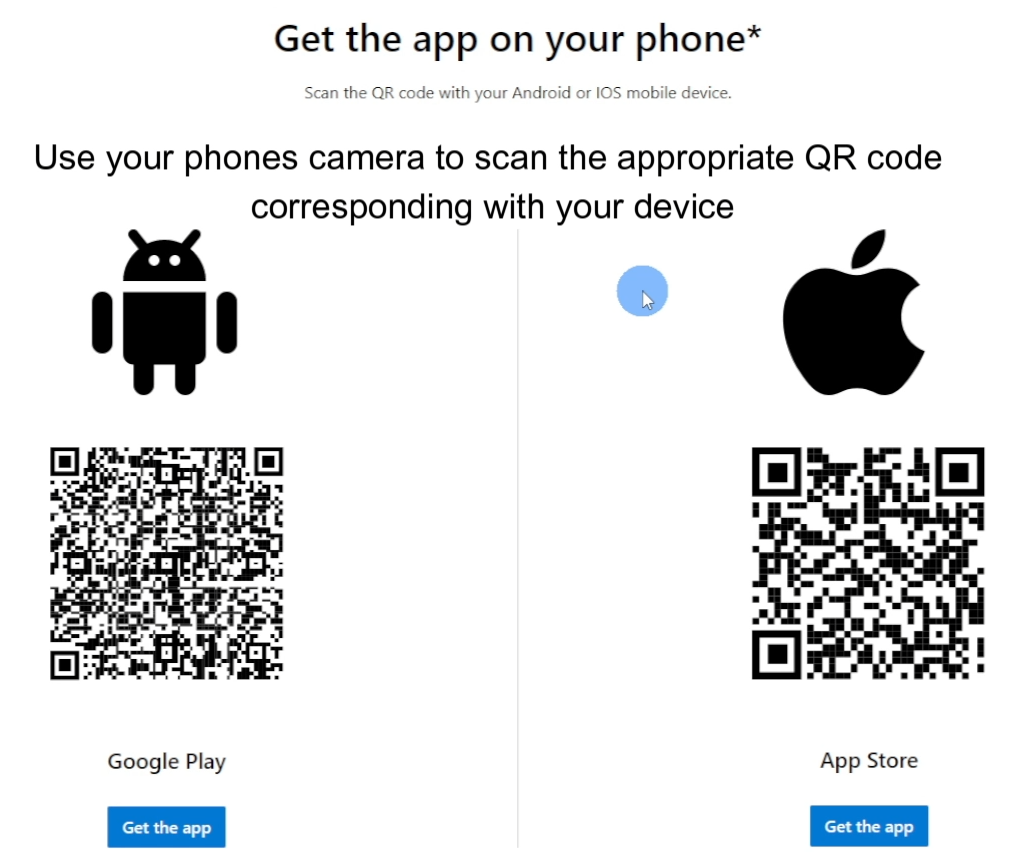
**Step 4**

Click the “Download now” button.

**Step 5**

Using your phones camera, scan the appropriate QR code for your device.

You will be taken you your App/Play Store to download the Authenticator app.

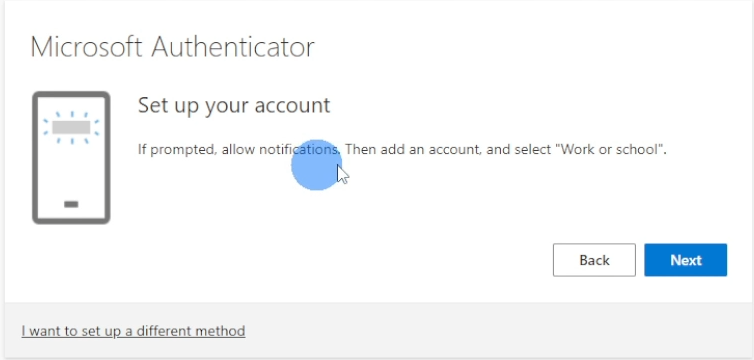
****A screenshot of a computer

Description automatically generated

**Step 6**

After installing the app, click the “next button in your browser.

**Step 7**

****Click “Next” again.

**Step 8**

Once the QR page below loads, keep it open & head back into your Authenticator app.

**A screenshot of a qr code

Description automatically generated**

**Step 9**

Click “Add account”

A screenshot of a phone

Description automatically generated

Then choose Work or School Account”.

A screenshot of a phone

Description automatically generated

A screenshot of a computer

Description automatically generatedYou will be prompted to scan the QR code you received in **Step 8.**

Once the QR code has been scanned, wait for your NHS account to populate.

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**Step 10**

**A screenshot of a qr code

Description automatically generated**Head back to the QR page in your browser and click “Next”.

**Step 11**

You’ll be given a 2 digit code to put into your Authenticator app.

A screenshot of a computer error

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**Step 12**

Enter the code into your app and click “Yes”.

A screenshot of a phone

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After clicking yes, you will get an “Approved” banner. Once you do, head back to your browser.

A screenshot of a phone

Description automatically generated

**Step 13**

You’ve now completed the MFA process.

Click “Done” and you will be redirected to your NHS emails.

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