2-Step Login using Microsoft

What is 2-Step Login?
2-Step Login adds an extra layer of security to your UAlbany email account by requiring something you know (your NetID and password) and something you have (your temporary, secret code or push notification). It is the best way to prevent scammers, spammers, and thieves from gaining access to your account. Even if your password is exposed, the 2nd Step will prevent an intruder from successfully completing the authentication process.

When you enroll in 2-Step Login, you will identify the device that receives your one-time, secret code. The code can be delivered by a phone call, by an authentication app on your smart phone, or by an SMS text.

How does 2-Step Login work?

Step 1: You submit your NetID [AB123456], or email [abones@albany.edu] and your password, same as before.

Step 2: You are prompted to provide the one-time, secret code sent to the device you have identified in the Enrollment Process. If you use an authentication app, you will simply be prompted for a Approve or Deny.

Why No? Because you may not be the only person who knows your albany.edu password. 2-Step Login can alert you to this loss of confidentiality. If you get a notification asking to approve your login—and you were NOT the one logging in—you should deny access. If this happens, you know that your NetID and Password were compromised, and you should reset your password as quickly as possible.

Who will be affected by 2-Step Login?
All students are required to use 2-Step Login for accessing their email.

How do I reset my 2-Step Login methods?
If you have a new phone or phone number or just need to update your 2-Step verification methods, please visit: Reset 2-Step Login for Microsoft

Helpful Links

Setup Instructions for Microsoft 2-Step
Microsoft 2-Step FAQs

Need more help? Contact the ITS Service Desk.