Multi-Factor Registration from outside of the network.

- 1. Contact the I.T. Service Desk at 402-354-2280, as we will need to assist you with setting up your account
- 2. Download the Microsoft Authenticator App from their App Store on your mobile device.



- 3. Open a web browser and go to https://nmhsmfa.bestcare.org
- 4. The I.T. Service Desk analyst will provide you with a temporary username/password.

Please log on		
User name :	mfauser1	
Password :	Ĩ	
	Log On	

5. You will then be prompted to enter a code which the I.T. Service Desk will also provide.

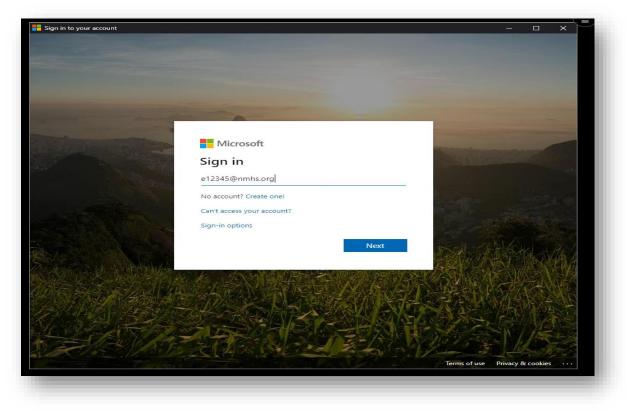
	Enter Your Microsoft verification code
Password	1
	Submit

6. Once logged on, click on MFA Registration. From here the system will only allow you 10 minutes to complete the registration before the system will automatically log you off. (Also, it will automatically log you off if you are if idle for 5 minutes or more.)

	DIST	
All Categories		
All Apps	Details	

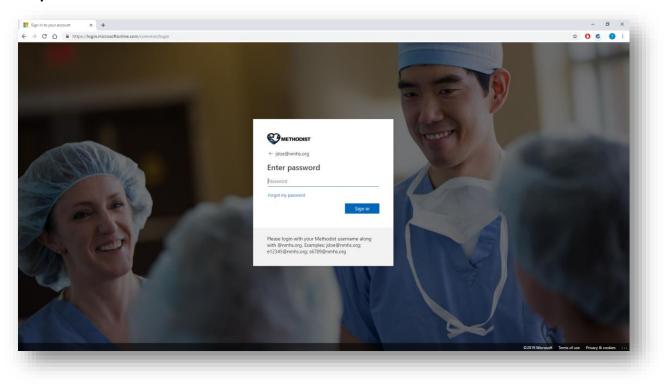
7. A new tab in your browser will open. You will now log on with your own account using the following:

Enter your username with the addition of '@nmhs.org'. NOTE: This is not the same as your email address (john.doe@nmhs.org), but rather the username used to log onto your work computer and Kronos (jdoe) combined with @nmhs.org. Nebraska Methodist College and Shared Omaha will also use this @nmhs.org format instead of the @methodistcollege.edu and @sharedomaha.com formats:

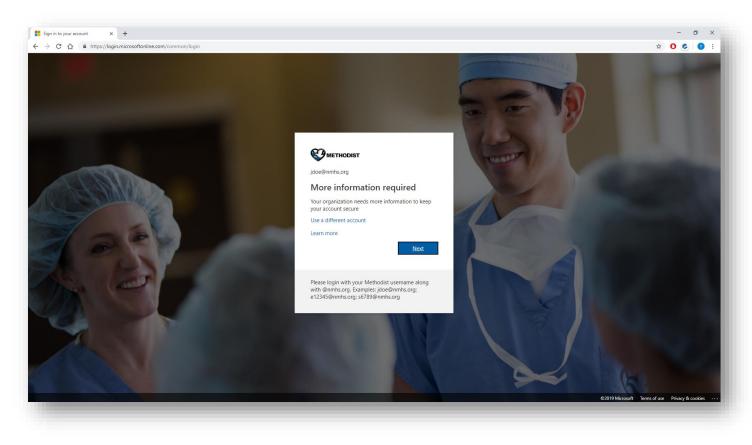


For Example: jdoe@nmhs.org, e12345@nmhs.org, s123456@nmhs.org, p12345@nmhs.org

IF you are prompted for your password, enter your 'Windows' or 'Network' password. Otherwise, skip to step #8:



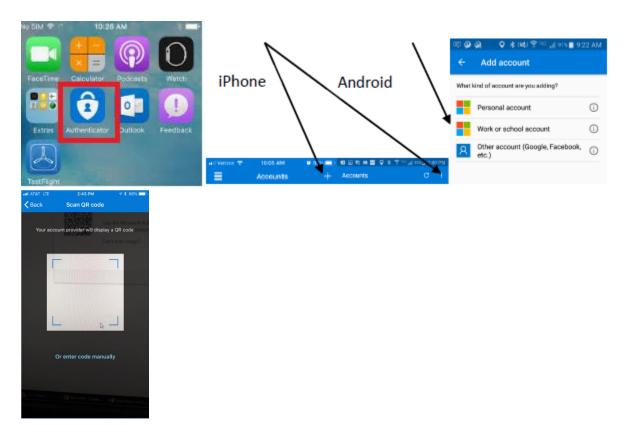
8. Press the Next button at this screen to move forward:



9. Press the Next button at this screen to move forward:

braska Methodist Health System		
	Keep your account secure Your organization requires you to set up the following methods of proving who you are.	
	Method 1 of 2: App	
	Microsoft Authenticator Start by getting the app	
	On your phone, install the Microsoft Authenticator app. Download now After you install the Microsoft Authenticator app on your device, choose "Next". I vant to use a different authenticator app	
	Next	

10. At the next screen, you will be required to scan a QR code with your phone. To accomplish this, open the Authenticator App on your smart device. Add a new account by pressing either the + sign or dotted vertical line as referenced in the screenshots below. From there, choose 'Work or School account'. This will bring up your device camera to scan the QR code on the web page.



Nebraska Methodist Health System		
	Keep your account secure	
	Your organization requires you to sait up the following methods of proving who you am.	
	Method 1 of 2: App	
	Ø 2	
	Microsoft Authenticator	
	Scan the QR code	
	Use the Microsoft Authenticator app to scan the GR code. This will connect the Microsoft Authenticater age with your account.	
	Centrole maget	
	Back Newt	
	Skip setup	

11. After scanning the QR code **on the web page**, you will be presented with the following approval request. Press "Approve" when your phone prompts the message:

105 890 4%%/	∉ 20% 🔒 3:5	2 PM
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NMHS asteelegnmhs.org		~
Nebraska Methodist He asteele@nmhs.org	alth Syster	m∨
Approve sign-in?		1
Nebraska Methodist Health Sy jdoe@nmhs.org	stem	L
DENY	APPROVE	L

Arbraska Methorist Health System			2
	Keep your account s	ecure	
	Thus experied on requires you're nel ag the following nel	hods of proving also you are.	
	Refinal York Appr		
	0	*	
	Microsoft Authenticator		
	Let's try it out		
	 Approve the restlication who savding to your application 		
		Back. Hunt	
		Skip setup	

After pressing approve from your phone, you will receive the following acknowledgment. If you do not receive the prompt, repeat the instructions from the beginning and make sure you have good cellular or WiFi signal on your device. Press Next to continue:

Idanska Methodist Health System			1
	Keep your a	ccount secure	
	The organization requires you to set up t	he following mathems of proving who you are.	
	Status	(1xi2) Apps	
	0	2	
	Microsoft Authenticator		
	C Redestan agreed		
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		36e sing	

12. This next screen will ask you for your phone number and it will call or text you:

Idoraska Methodist Health System		7
	Keep your account secure	
	Tice organization respons you're ant zo the following mellioth of proving nine you are.	
	Medvad 2 of 2: Maxw	
	Phone The construction which you are only a meaning a radium para phone or testing a radium provider to your phone. Which phone instrumes which you like to use? Defined Street (-7) = Instrume phone maybe To the code To the	
	() Len	
	Skia solve	

13. Depending on what you selected above, you will receive a call or text message. Enter the code provided into the page below:

Keep your account sec	ure		
The experience spectra as as the following entrol		en.	
Method 2 of 2 Wrone			
•	0		
Phone			
We get som all digit code to +14003801280. Inter the mole below. Form code			
Resented could			
	Back	(See a)	
		Sitt imp	

14. After entering your code and pressing "next", you will be at the final screen. Your registration is now complete:

Johnska Methodut Health System			
	Keep your a	count secure	
	this organization requires priorits set up th	a following mathods of proving who use we	
	Medical 2	of 2. House	
	Phone		
	O SMS we fired accessibility		
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15. You may close out of the web page and you are finished with enrollment.