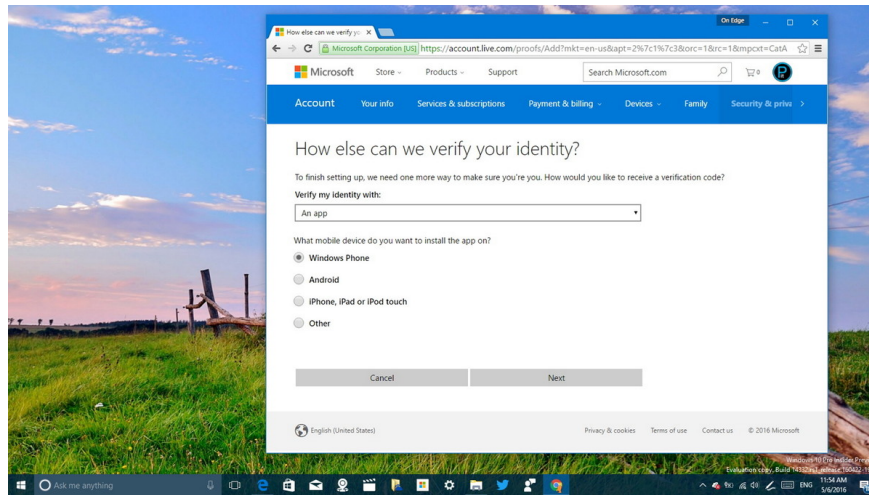


# Instructions for setting up 2-layer protection for Outlook accounts and Microsoft accounts

Microsoft provides users with 3 options to set up 2-layer protection. You can use your email address, phone number or use the Authenticator application to set up 2-layer protection for your Outlook and Microsoft accounts.

Set up 2-layer protection to protect Microsoft accounts and your Outlook accounts are not attacked by hackers and gain control.

Microsoft provides users with 3 options to set up 2-layer protection. You can use your email address, phone number or use the Authenticator application to set up 2-layer protection for your Outlook and Microsoft accounts.



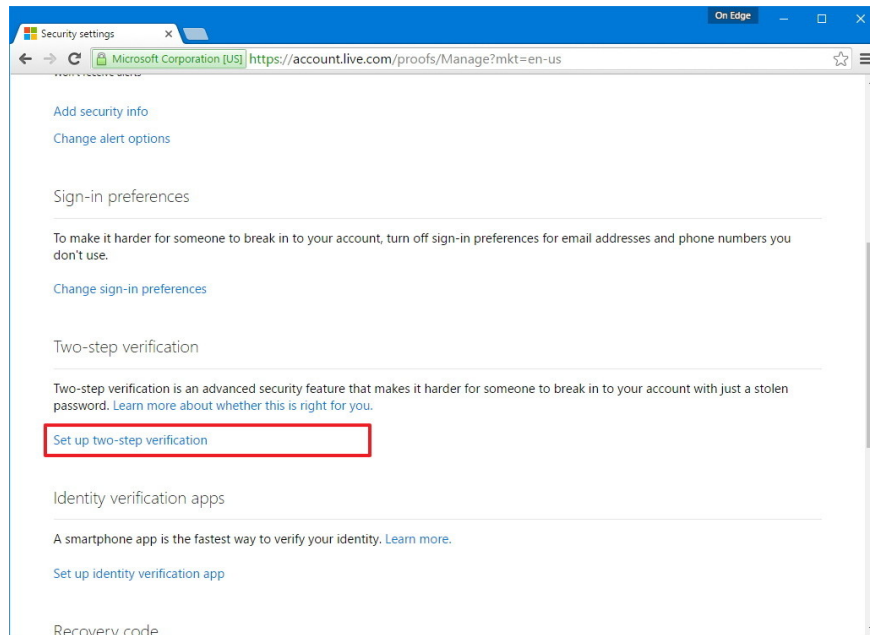
## 1. Use Authenticator to set up 2-layer protection

To set up 2-layer security with Authenticator, follow the steps below:

1. Click on the link to access your Microsoft account security settings and log in to your information here.

Also you can log in with your Outlook.com account, click on your name in the top right corner and then click **Account Settings**.

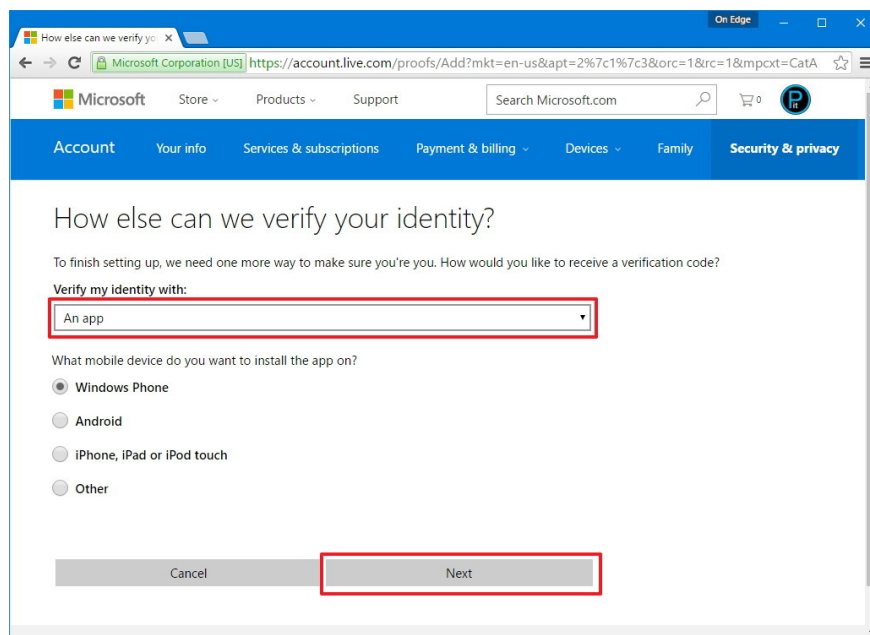
2. Next click on the link **Set up two-step verification** .



3. Click **Next** .

4. If you are trying to set up 2-layer security for an account connected to a mobile device, from the dropdown menu, click on the **An app** .

5. Select your device (such as Windows Phone, Android or iPhone), then click **Next**.

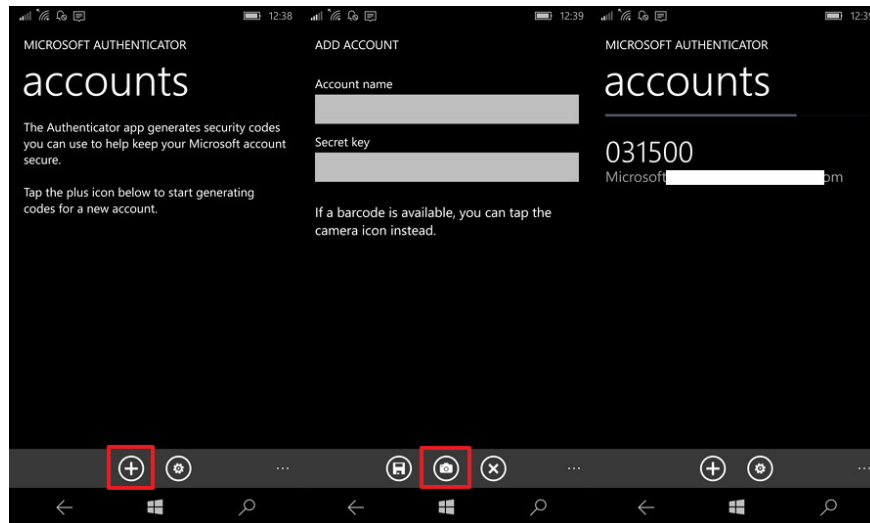


6. Follow the steps below on your device:

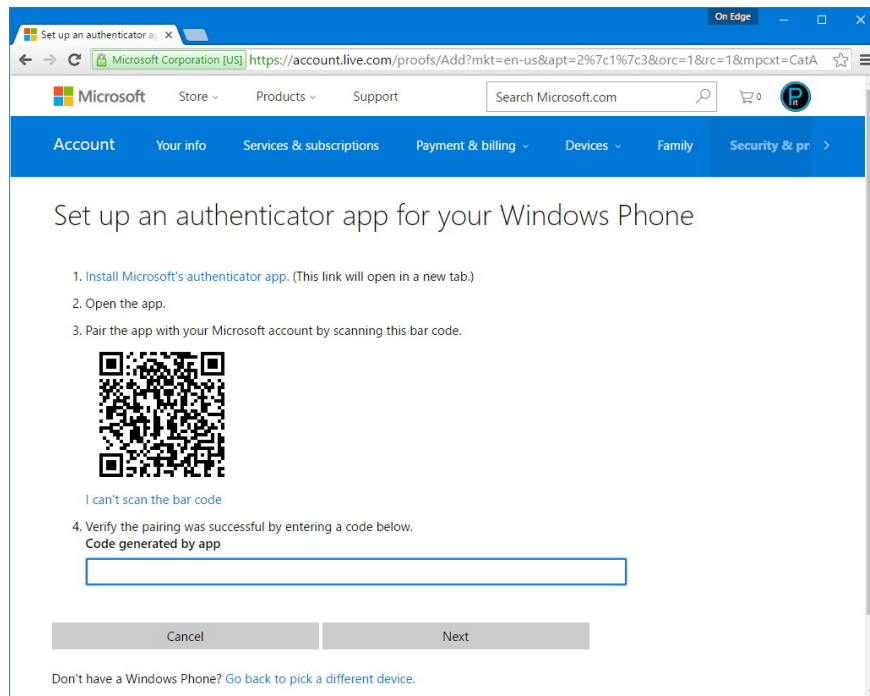
### - **With Windows Phone:**

1. Install the Authenticator application.

2. After downloading and installing Authenticator, your next task is to launch the application.
3. Click the + **sign** icon to add a new account.
4. Click the camera icon on the screen and scan the barcode to connect the device.



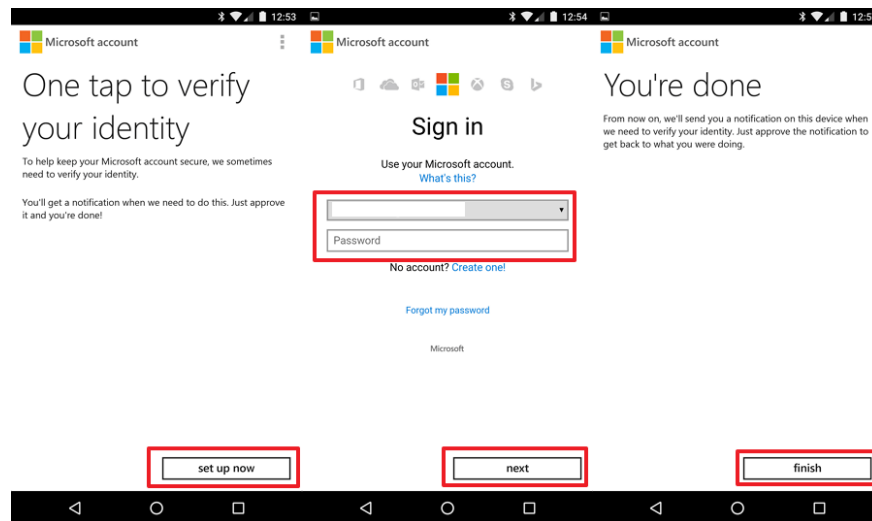
5. The last step is to enter the connection code on your mobile device and click **Next**.



## - With Android device:

1. Install the Microsoft Account application.
2. After installation is complete, open the Microsoft Account application.

3. Click the **Set up now** button.
4. Enter the account information you want to link and click **Next**.
5. Click **Finish** to complete the process.



### - With iPhone:

1. Install Azure Authenticator application.
2. After installation is complete, open the Azure Authenticator application.
3. Click **Scan QR code** to pair your device.
4. Finally, enter the connection code on your mobile device and click **Next**.
7. Note the recovery code in case you need to use it and click **Next**.
8. Click **Next**.
9. Click **Finish**.

## Ready to add your first account?



SCAN QR CODE

No QR code? [Enter the code manually](#)

## 2. Set up 2-layer protection by phone number

In addition to using Authenticator, you can use your phone number to set up 2-layer protection for your Outlook and Microsoft accounts.

1. Click on the link to access your Microsoft account security settings and log in to your information here.

Also you can log in with your Outlook.com account, click on your name in the top right corner and then click **Account Settings**.

2. Click on the link **Set up two-step verification** .

3. Click **Next**.

4. From the dropdown menu, click the option **A phone number** , then enter your phone number.

5. Select the method to receive the security code via SMS or via voice call then click **Next**.

How else can we verify your identity?

To finish setting up, we need one more way to make sure you're you. How would you like to receive a verification code?

Verify my identity with:

A phone number

United States (+1)

Verify phone via:

Text

Call

Cancel Next

6. Enter the security code you received and click **Next** .

Enter the code

Enter the code we sent to

Code

Cancel Next

[I don't have a code](#)

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7. Click **Next**.

8. Click **Finish** to complete.

### 3. Set up 2-layer protection by email address

To set up 2-layer protection for your Outlook account and Microsoft account with an email address, follow the steps below:

1. Click on the link to access your Microsoft account security settings and log in to your information here.

Also you can log in with your Outlook.com account, click on your name in the top right corner and then click **Account Settings**.

2. Click on the link **Set up two-step verification** .

3. Click **Next**.

4. From the dropdown menu select the **An alternate email address** and enter your **email address** there.

5. Click **Next**.

How else can we verify your identity?

To finish setting up, we need one more way to make sure you're you. How would you like to receive a verification code?

Verify my identity with:

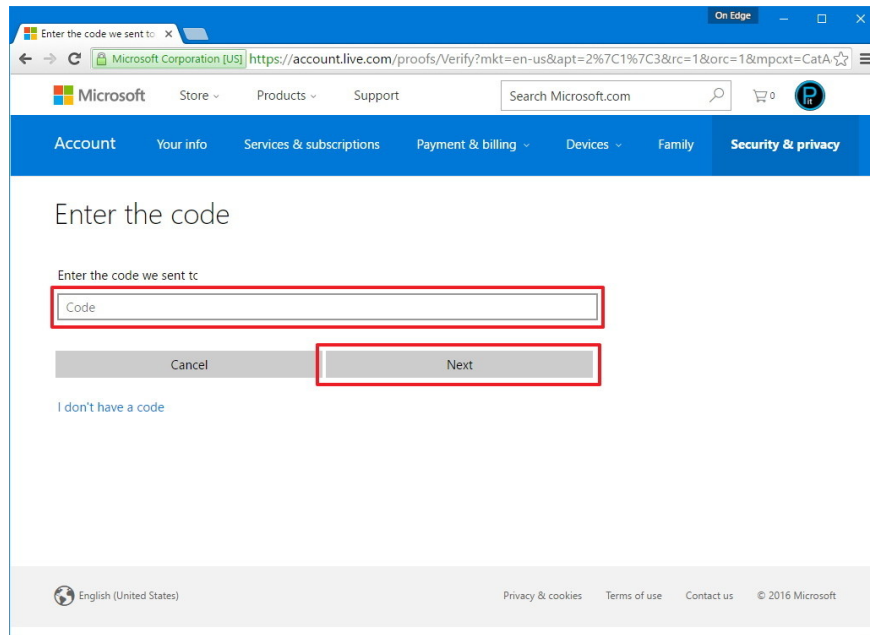
An alternate email address

someone@example.com

Cancel Next

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6. Log in with your email account, then enter the Microsoft account code you received and click **Next** .



7. Next click **Next**.

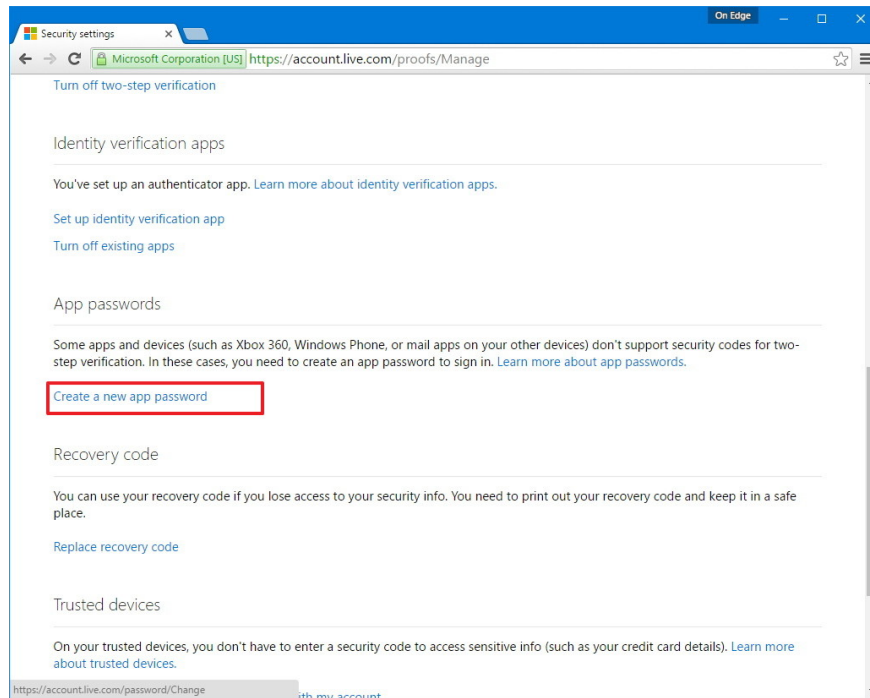
8. Click **Finish** to complete.

## 4. Create a new password for the application

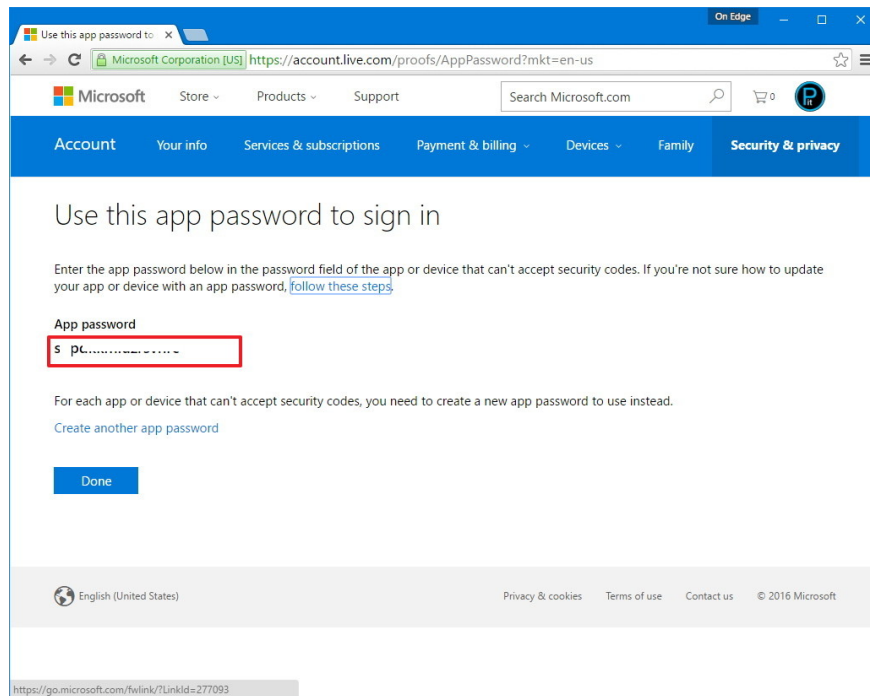
After you set up two layers of protection, some applications like Xbox 360, Outlook desktop application for PC or Mac, Office 2010, Office for Mac 2011 or earlier versions, Windows Essentials applications and other applications will not work with the old password. The reason is simple: these applications do not support 2-layer protection settings.

However, you can fix this problem by creating a password for each device application that requires a password.

1. Click on the link to access your Microsoft account security settings and log in to your information here.
2. Under the **App passwords** section, click the **Create a new app password link**.



3. Enter the new password you want to create for each application or device.



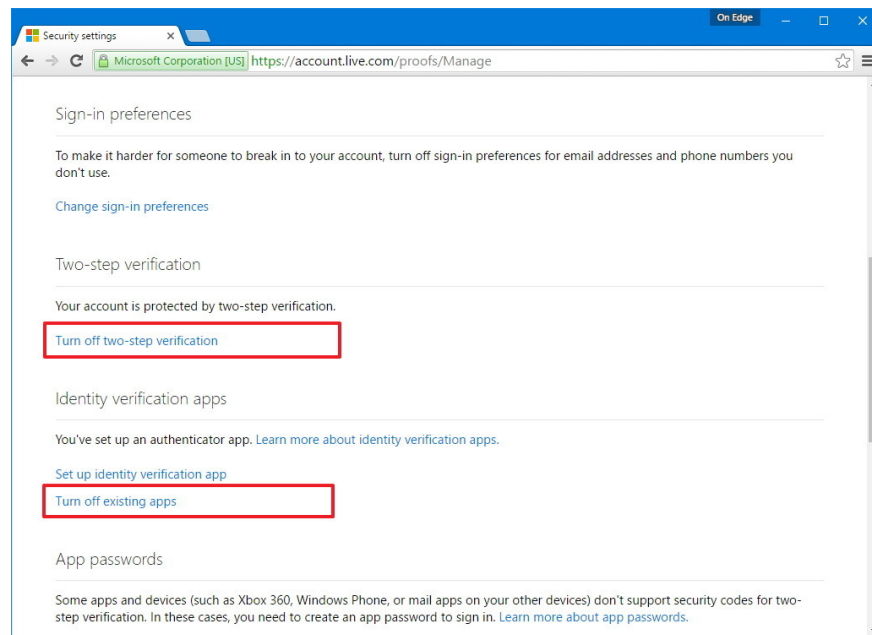
4. Repeat the steps to create an application password for each device.

If you do not want to use the password, open the security settings page and then click the link **Remove existing app passwords**.

## 5. Set up 1-layer protection

In case if you want to disable the 2-layer protection setting, follow the steps below:

1. Click on the link to access your Microsoft account security settings and log in to your information here.
2. Next click on the link **Turn off two-step verification** .
3. Click **Yes** to confirm.
4. Under the **Identity verification app section** , click the **Turn off existing apps link** .



5. Click **Remove** to complete the 2-layer protection setup process on your account.

### Refer to some of the following articles:

1. Instructions for adding Gmail accounts to Outlook 2013 and 2016 using IMAP
1. How to reduce the size of Outlook data files (.PST and .OST)
1. How to turn on POP / IMAP Gmail to use in Outlook

**Good luck!**

You finished reading the article "**Instructions for setting up 2-layer protection for Outlook accounts and Microsoft accounts**" edited by the [TipsMake](#) team. We hope this article has provided you with many useful tech tips and tricks. You can search for similar articles on tips and guides. Thank you for reading and for following us regularly.