

Setting Up A Passkey On Your Phone

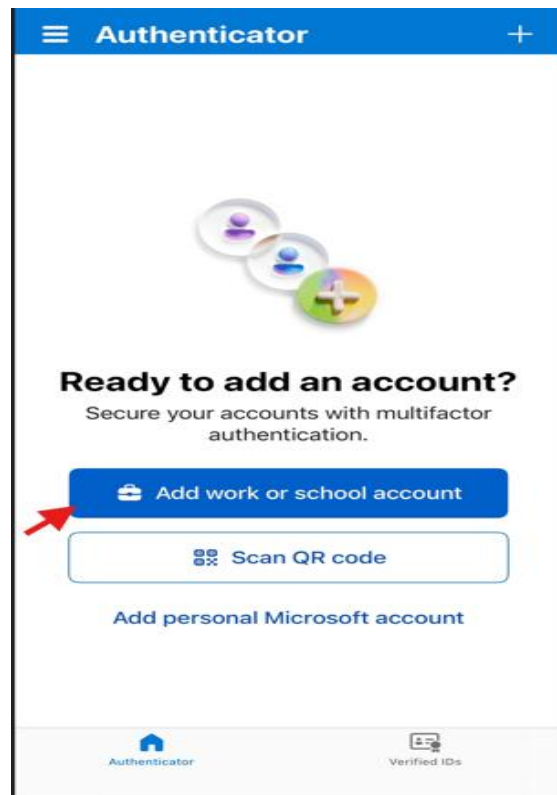
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Download the Microsoft Authenticator App and add your account.

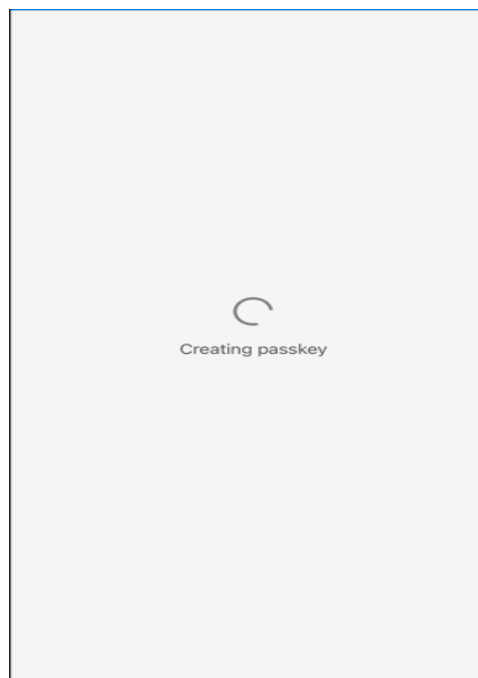
1. Go to the app store on your device and download the Microsoft Authenticator



2. Once downloaded, click on Add Work or School Account and sign in with your Hanover credentials



3. Once you sign in, this screen should show that your passkey is being created



4. Once the passkey is created and the account is added, you should see this screen.
Click on done and your passkey will be complete



Account added

You can now sign in or verify using the following methods.



Passkey

Sign in with your face, fingerprint, or PIN.

[How to use your passkey](#)

ADDITIONAL SIGN-IN METHODS



Multifactor authentication

Approve a sign-in request on your phone.



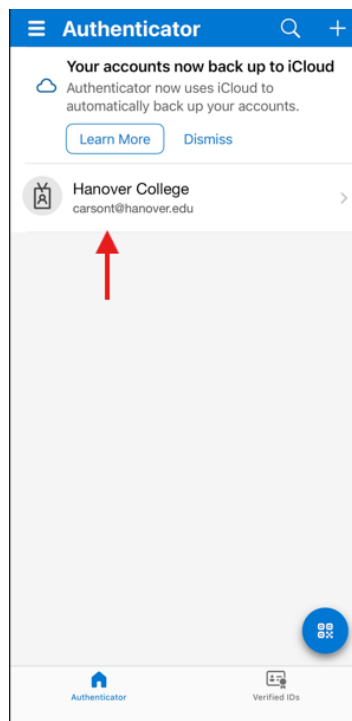
One-time password code

Use a code generated in Authenticator.

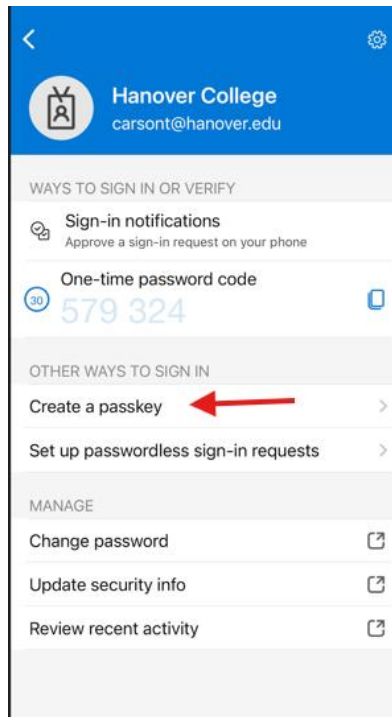
Done

I already have the Microsoft Authenticator App and want to add a Passkey.

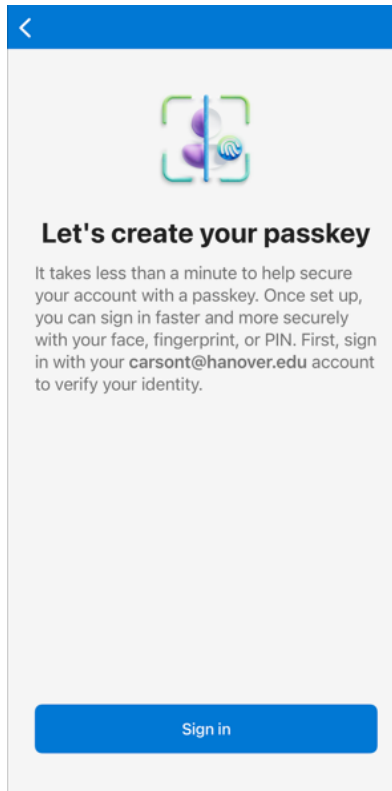
1. Open Microsoft Authenticator and click on your account



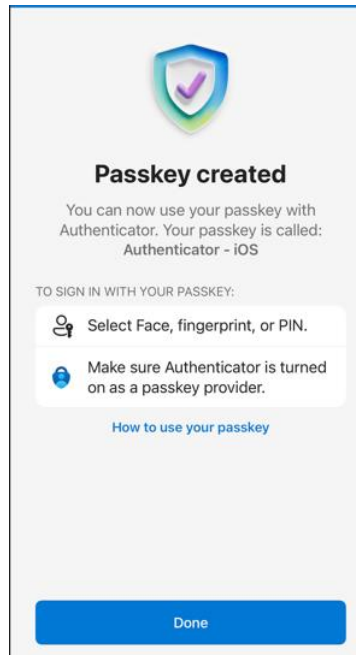
2. Click on Create a Passkey



3. Sign in to your account

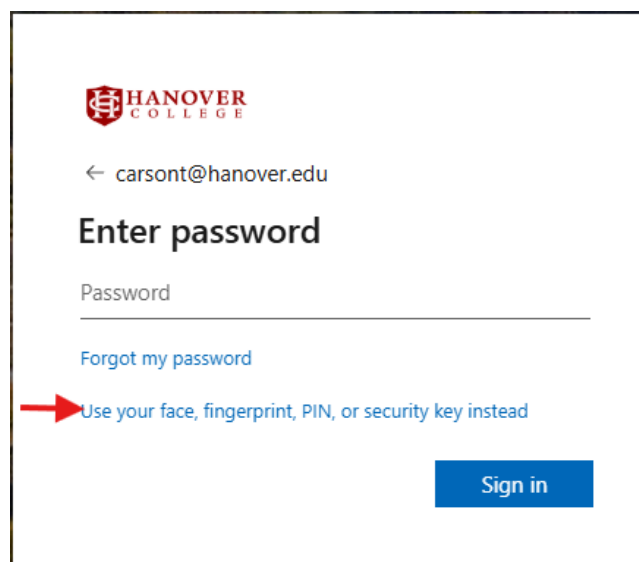


4. Your Passkey will be created

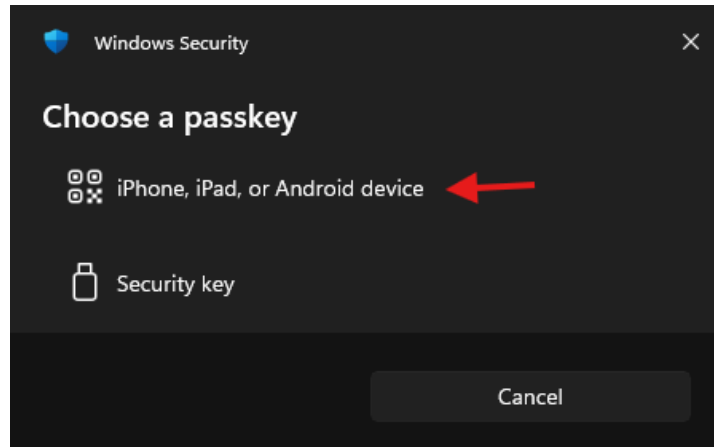


How to use the Passkey

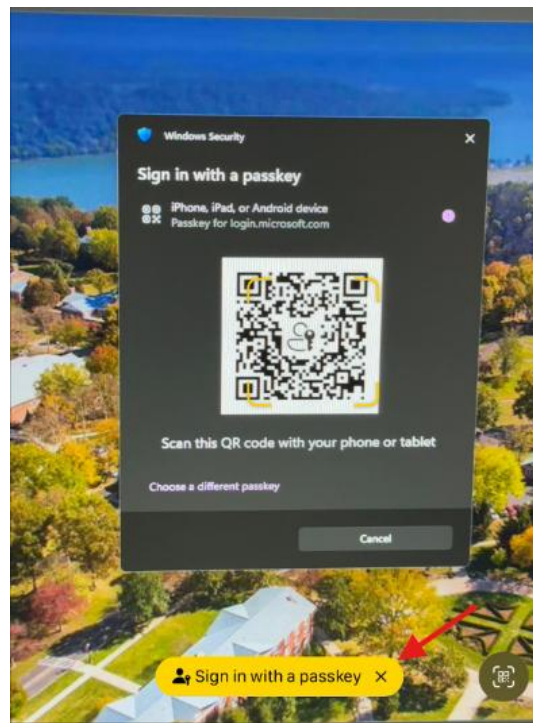
You can use the passkey to sign into your account without using your password. To do this, click on "Use your face, fingerprint, PIN, or security key instead"



A screen will pop up that says Choose a Passkey. Click on iphone, ipad, or android device



It will then display a QR code on the screen. Open the camera on your phone and aim at the QR code. Once your camera scans the code, a link should pop up that says “sign in with a passkey” or “Use passkey”. Click the link and it will use your biometrics to sign you in



If you decide to enter your password and are asked to authenticate using your Passkey, it is the same steps as above.