Setting up MFA (multi factor authentication) for employees & students:

Starting December 23rd 2024, MFA (multi factor authentication) will no longer support text messaging for authorization. Multi-factor is required when signing into GBC resources.
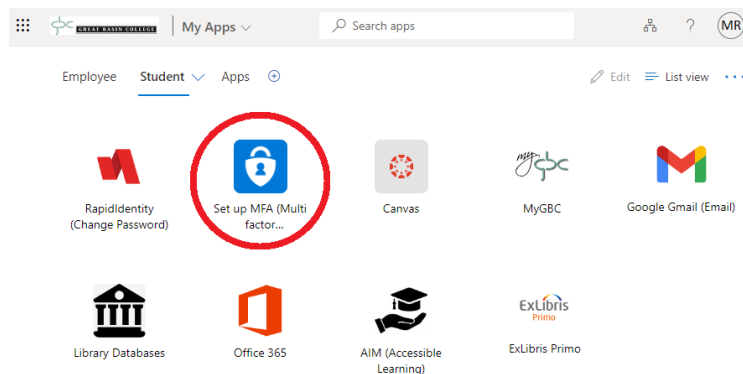
Setting up MFA

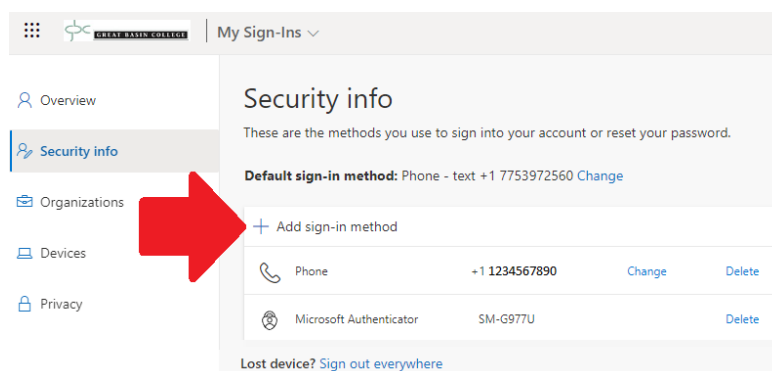1. Please use the Myapps portal to sign in using your GBC student or employee email.
https://www.gbcnv.edu/myapps/

Select the "Set up MFA…" shortcut:

You may add your additional MFA options by selecting the "Set MFA…" shortcut

Select the "+ Add sign-in method", process will look similar to step 4.

The following methods may be used for MFA:

- Microsoft Authenticator app (smart phone, if available)
- Office phone (Work landline)
- OTP (one-time password), alternative method using Microsoft Authenticator app or other 3rd party app. We cannot guarantee that 3rd party apps will work property due to many different variations of software and hardware.
- Authorized USB token key (purchased at bookstore or on Amazon)

If available, consider using the free Microsoft Authenticator using a smart phone and follow the prompts to scan your QR code or enter it manually. Using the app may require camera, location, notification or other device permissions to function correctly; data rates may apply to download application and use this service. Additional information on the app is available from Microsoft by clicking here.

Get the app on your phone

Scan the QR code with your Android or IOS mobile device.

Google Play

App Store

If you previously registered your account onto a smart device with the Microsoft Authenticator app and attempting to set up again, you must remove your account from the app or it will fail to register when setting with QR or manual code!

If requested at login, please set up your MFA method:

2. If using the Microsoft Authenticator, select "next" and follow the on screen instructions.

3. Once downloaded, open and click on plus "+" within the app to sign to and add account.

    This may look different between Android and Apple app versions. When adding account, choose "Work or school account" and scan the QR code or enter the code manually. Select "Next" after adding:
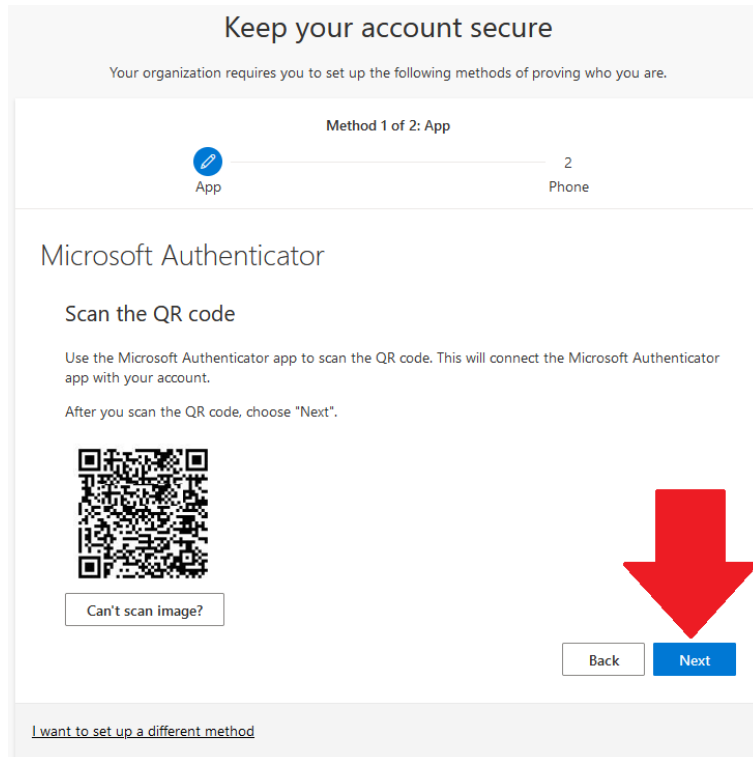
Enter the 2 digit code provided on your smart phone within the Microsoft Authenticator app:
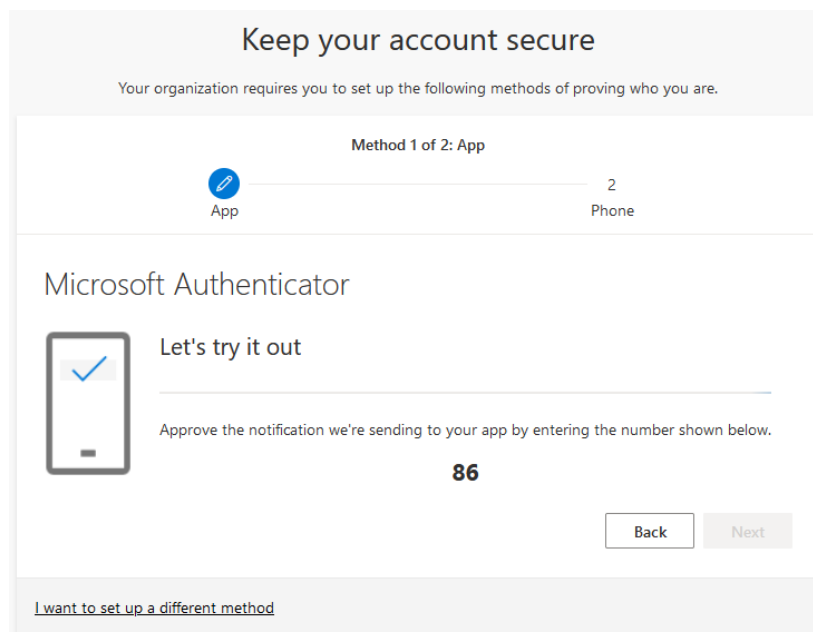
4. Although 3rd party options are available, we cannot guarantee they will work as there are many variations of applications and devices.

   If you would like to setup a 3rd part authentication application or an Android/Apple mobile device as your passkey, please visit the following for directions: https://learn.microsoft.com/en-us/entra/identity/authentication/how-to-register-passkey-authenticator?tabs=iO

   If you are having trouble setting up MFA or need to have your MFA reset, please contact the Helpdesk at 775-327-2170 or by emailing helpdesk@gbcnv.edu.