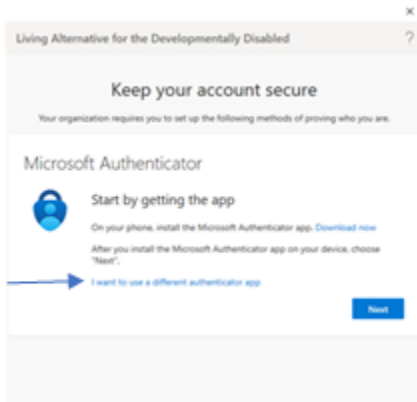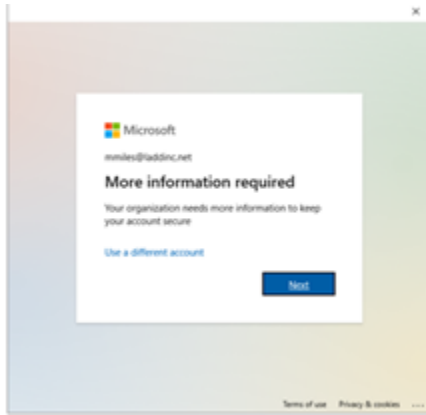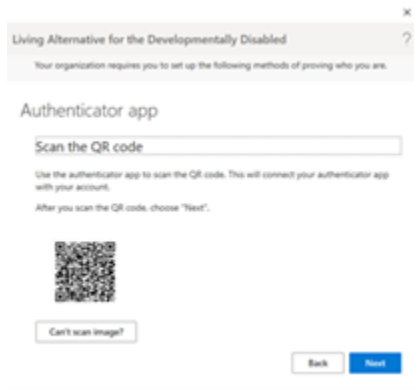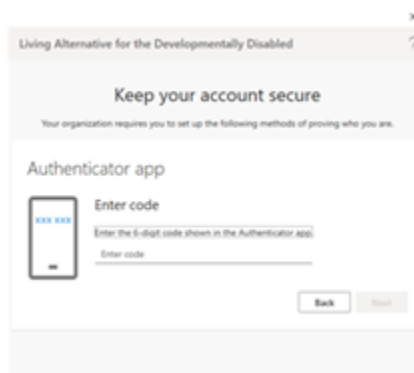## Initial Setup of Multi Factor Authentication for Office 365
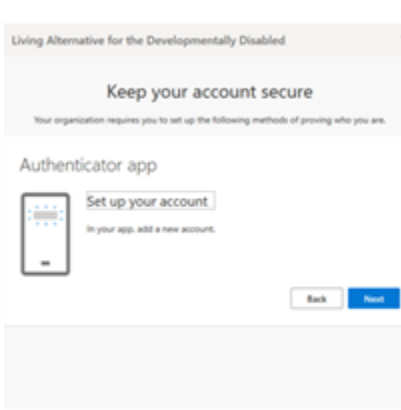
1. Open Google DUO App on cell phone.
2. Click on "+ Add Account"
3. Click on "Use QR Code" at top of screen
4. Scan QR Code.
5. Follow prompts on Google DUO App to set up account to obtain passcode.

1. Enter passcode from Google DUO App on cell phone. You will then receive the below "Success" message on your computer.