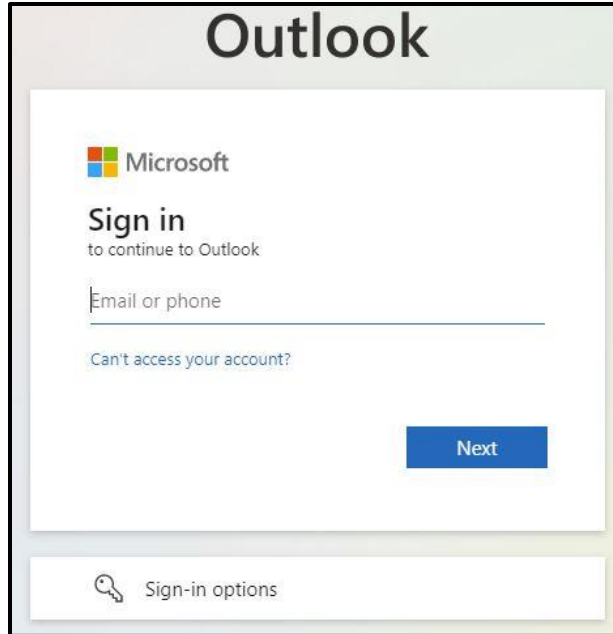
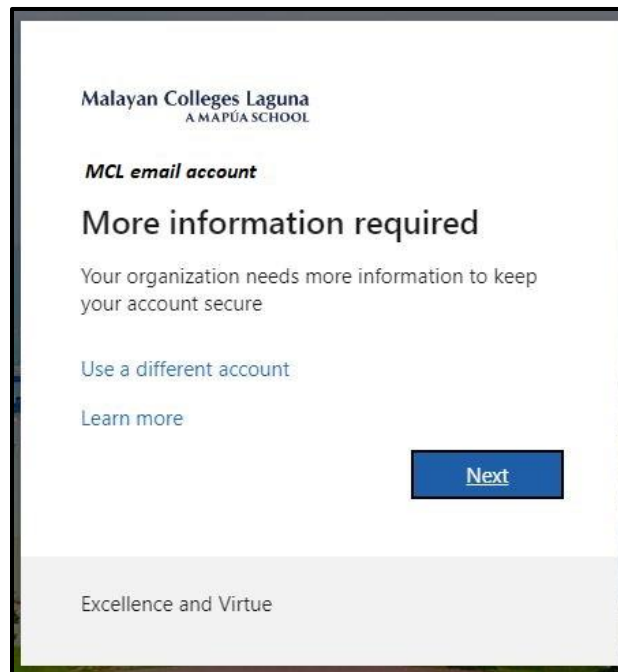


## Reset MFA guide:

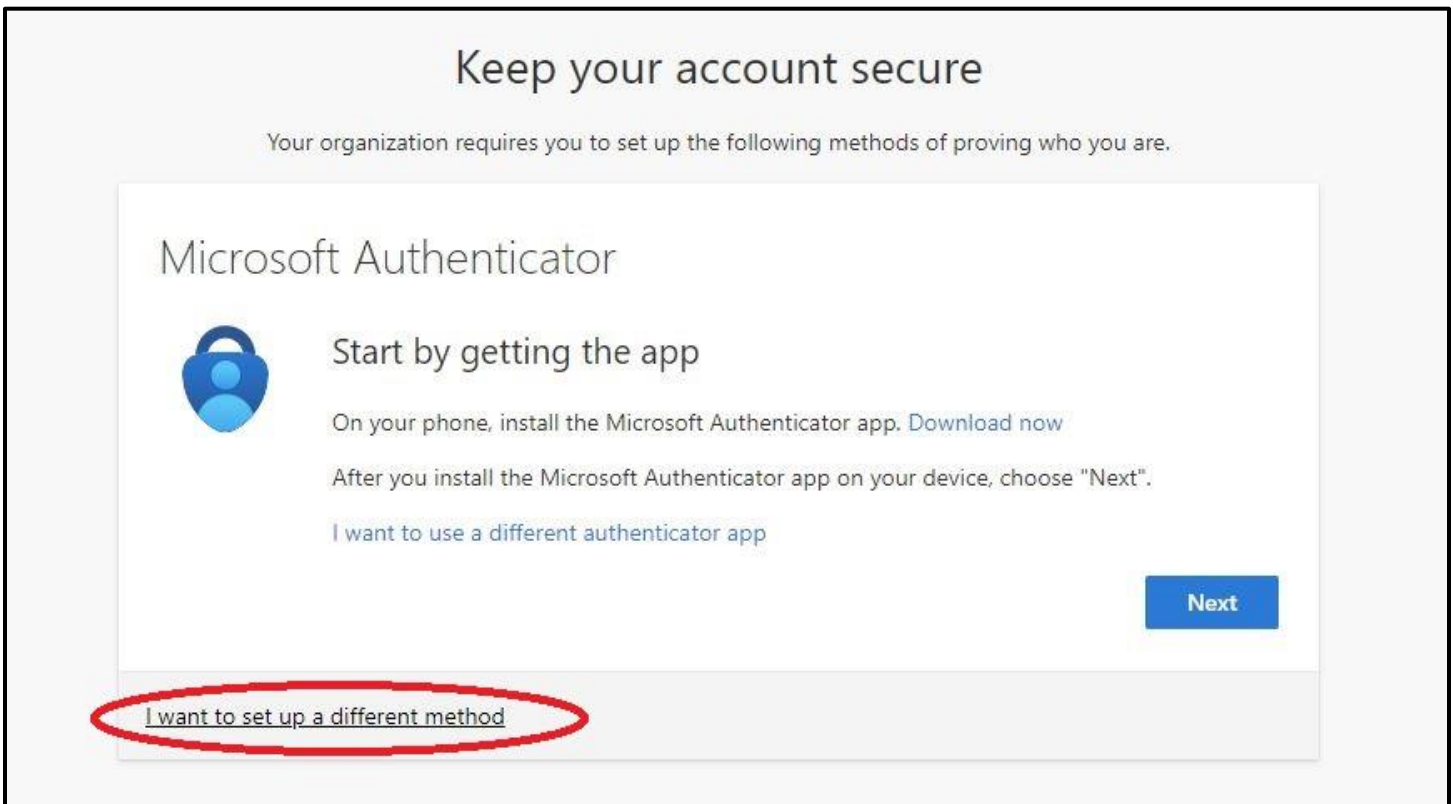
Step 1: Log-in your MCL account



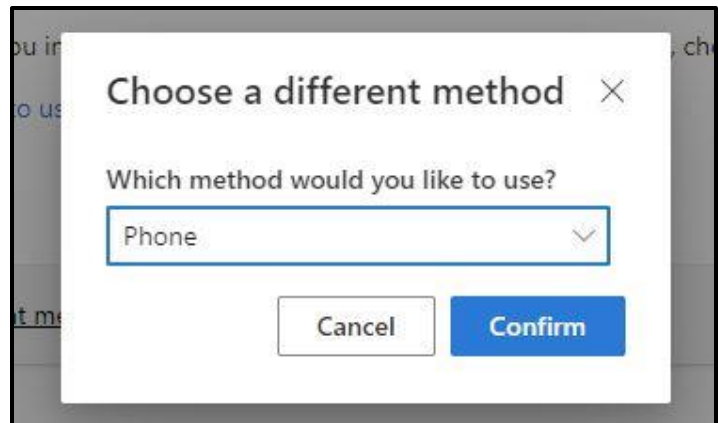
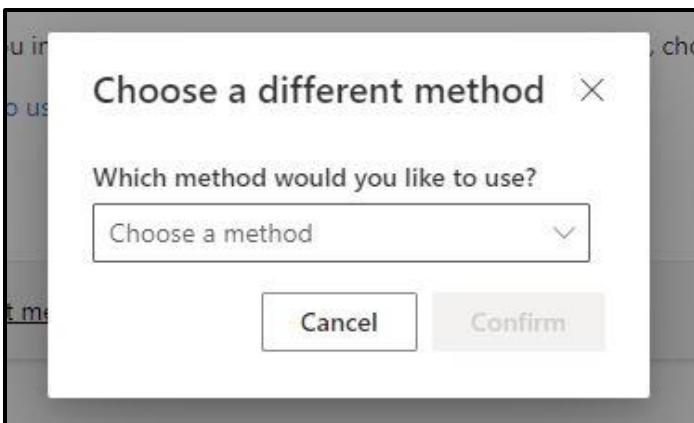
Step 2: More informatin required window will appear. Just click **Next**.



Step 3: Click [I want to set up a different method](#). Just click **Next**.



Step 4: On the choose a method drop down box, choose **Phone** then click **Confirm**





Step 5: Enter your **active mobile no.** Then choose between *text me a code or call me* then click **Next**

**Keep your account secure**

Your organization requires you to set up the following methods of proving who you are.

### Phone

You can prove who you are by answering a call on your phone or texting a code to your phone.

What phone number would you like to use?

Philippines (+63)

Text me a code  
 Call me

Message and data rates may apply. Choosing Next means that you agree to the [Terms of service](#) and [Privacy and cookies statement](#).

**Next**

[I want to set up a different method](#)

Enter the code if you choose the text option then click **Next**

**Keep your account secure**

Your organization requires you to set up the following methods of proving who you are.

### Phone

We just sent a 6 digit code to *your registered mobile no.* Enter the code below.

[Resend code](#)

**Back** **Next**

[I want to set up a different method](#)



Step 6: Click **Next** then **Done**. You successfully update your MFA in M365. 😊

