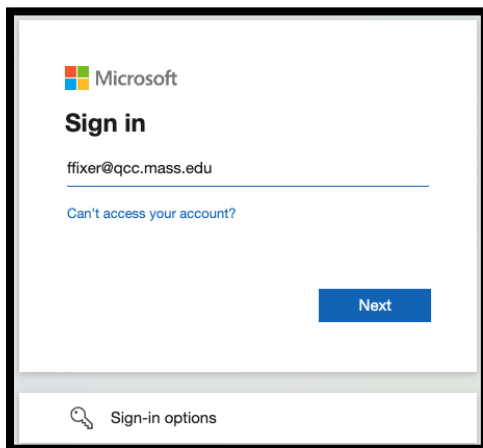


Consultant VPN access

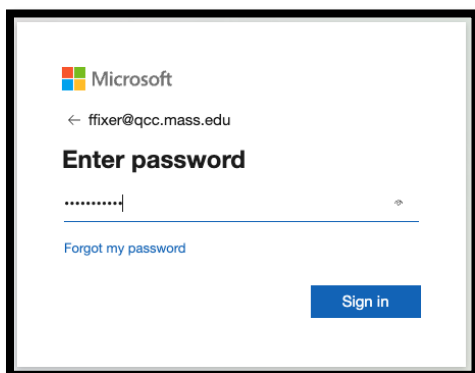
Consultant VPN access will require the use of your QCC Microsoft 365 account moving forward. Your account is your **username@qcc.mass.edu**. This change also includes protecting your account and securing VPN access using Microsoft's Multi-Factor Authentication. This also allows you to update account passwords via Microsoft's self-service password reset.

Multi-Factor Authentication Registration

You will need to register your QCC account for Multi-Factor Authentication. This can be done by navigating to <https://aka.ms/mfasetup> and signing in with your provided QCC account and current password as shown below.

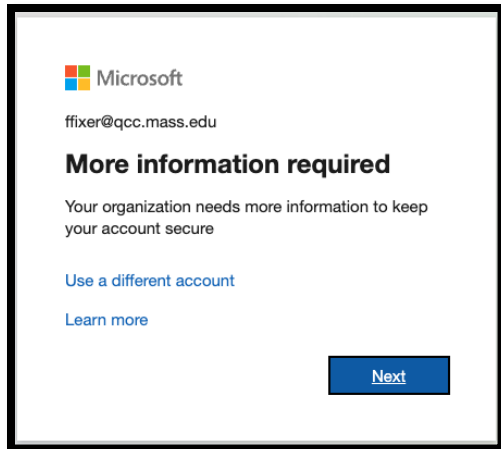


Microsoft
Sign in
ffixer@qcc.mass.edu
[Can't access your account?](#)
Next
Sign-in options



Microsoft
← ffixer@qcc.mass.edu
Enter password
.....|
[Forgot my password](#)
Sign in

After successfully entering your credentials, you will be presented with the following screen.



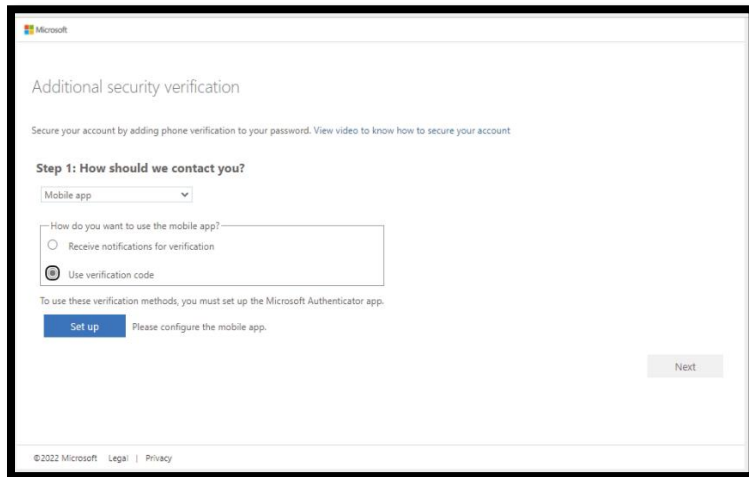
After clicking next, step through the following screens to set up MFA with either Microsoft Authenticator or SMS text codes on your mobile phone.

The following assumes that the recommended Microsoft Authenticator is chosen. This requires Microsoft Authenticator to be installed on your mobile device already.

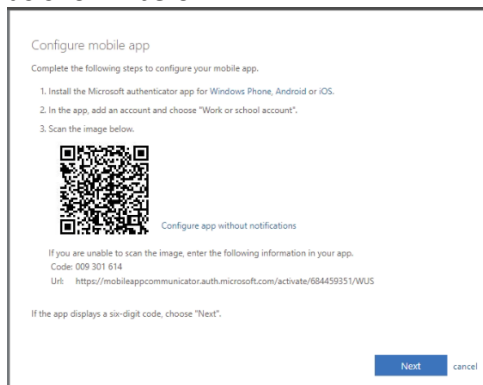
To download and install the app:

1. Install the latest version of the Microsoft Authenticator app, based on your operating system:
2. Google Android. On your Android device, go to Google Play to [download and install the Microsoft Authenticator app](#).
3. Apple iOS. On your Apple iOS device, go to the App Store to [download and install the Microsoft Authenticator app](#).

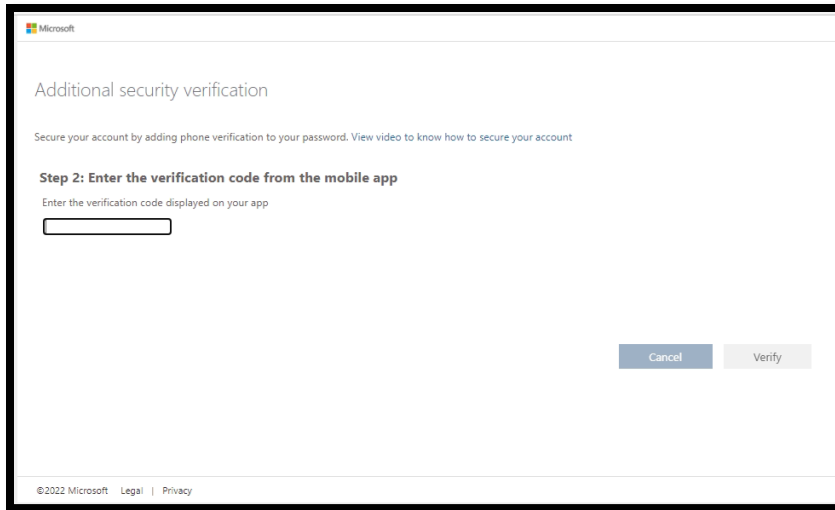
Choosing “Use verification code” requires you to open authenticator and enter the security code when presented with the additional prompt. Choosing “Receive notifications for verification” allows you to receive notifications and “approve” them.



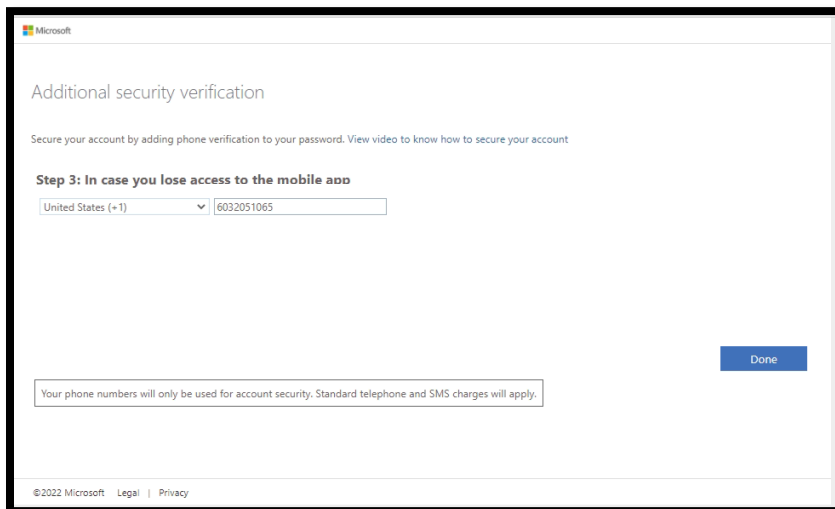
After choosing the settings, click next to configure Authenticator. The QR code can be scanned as shown below.



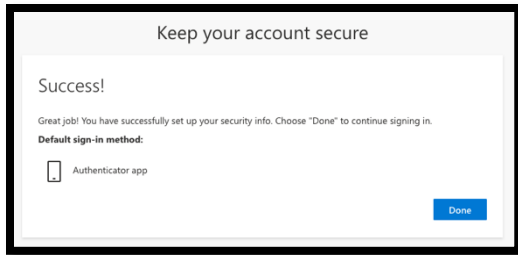
Microsoft Authenticator will present an initial security code that must be entered to continue.



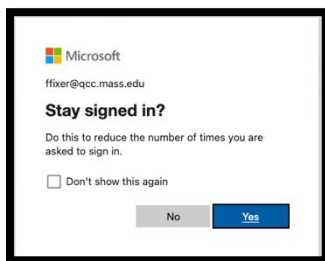
The last step in configuring Authenticator is to enter the mobile number for recovery purposes.



Once completed, you will see the following success message with the default sign-in method configured.

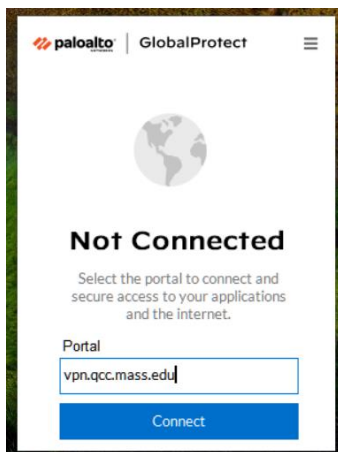


After clicking next from the previous page, you are then presented with the ability to choose whether to stay signed in or not.

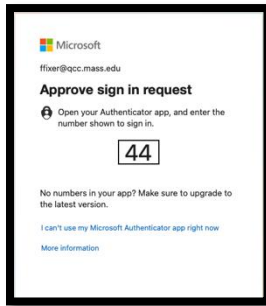
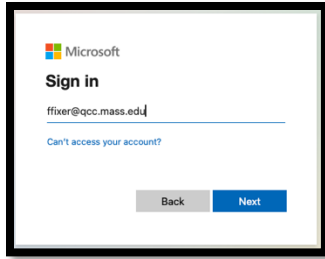


Users can now access the QCC Global Protect VPN as normal.

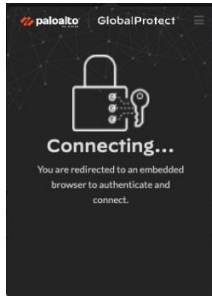
[Connecting to QCC VPN with Microsoft Authenticator](#)



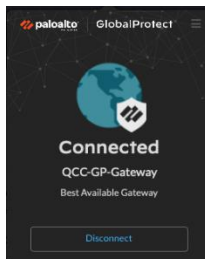
When prompted, please provide your QCC credentials being sure to use your account ending in **@qcc.mass.edu** and your current password.



After successfully entering your credentials, you should now see the “connecting” message in Global Protect.



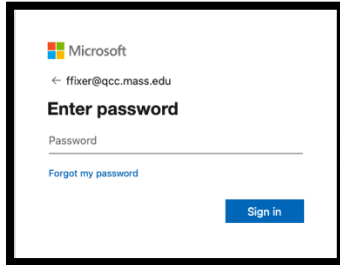
Once connected, the Global Protect client will show as connected.



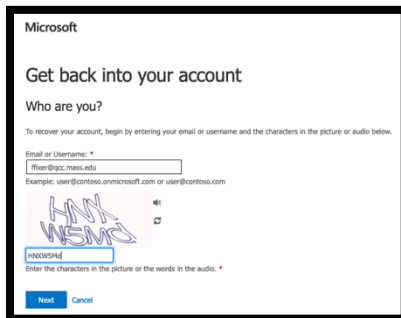
Microsoft Self Service Password Reset

As part of these changes, your consultant account has been enabled for Microsoft Self Service Password Reset. If you have forgotten your password, it can be reset by clicking on “Forgot my password” in the Microsoft window as shown below.

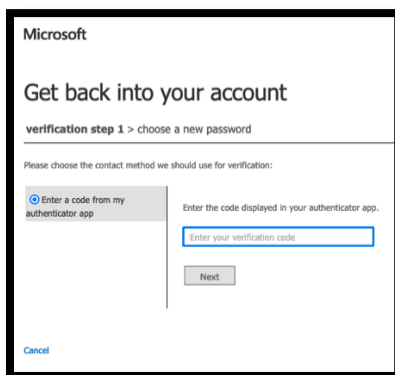
Please note that Self Service Password Reset is only accessible after initially registering your account for MFA using the steps in this document.



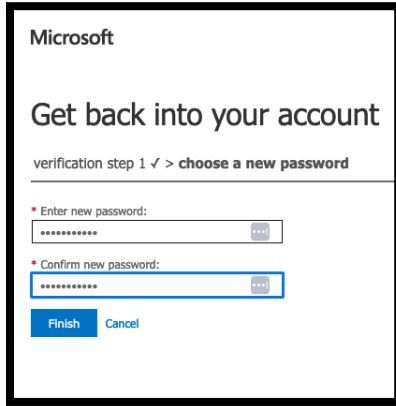
This will open a new window where you must enter or verify your account as well as the captcha characters and click next.



You will then be prompted for the Microsoft Authenticator code (or texted code if not using Authenticator).



After successfully entering the verification code, you are then prompted to enter and confirm a new password.



Microsoft

Get back into your account

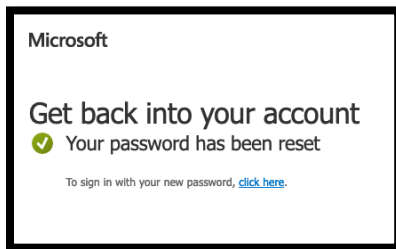
verification step 1 ✓ > **choose a new password**

* Enter new password:
[password field]

* Confirm new password:
[password field]

[Finish](#) [Cancel](#)

After creating a new password and clicking finish, users are presented with the following window to sign in with the new password by clicking "[click here](#)".



Microsoft

Get back into your account

✔ Your password has been reset

To sign in with your new password, [click here](#).