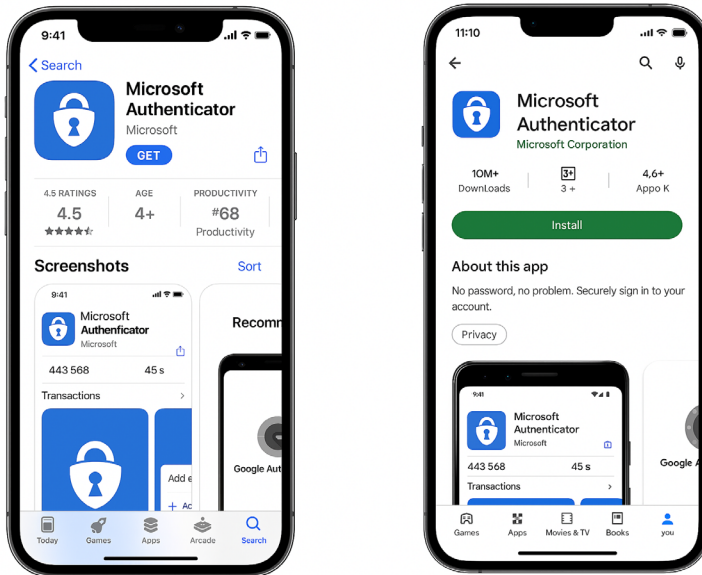


Adding an isolated Account to Microsoft Authenticator

Step 1: Install Microsoft Authenticator

- Download Microsoft Authenticator from the Apple App Store or the Google Play Store.

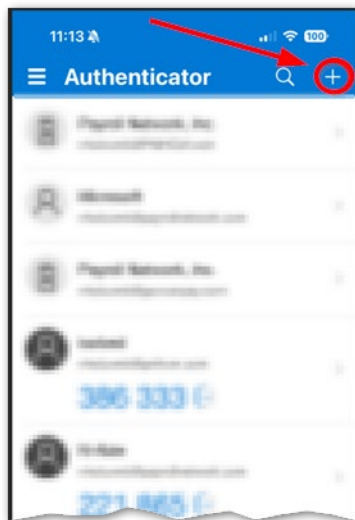


Step 2: Open the App

- Open the app, if prompted, sign in with your Microsoft Account or tap “Skip” to add an account manually. ***In this case, you will be adding an account manually.***

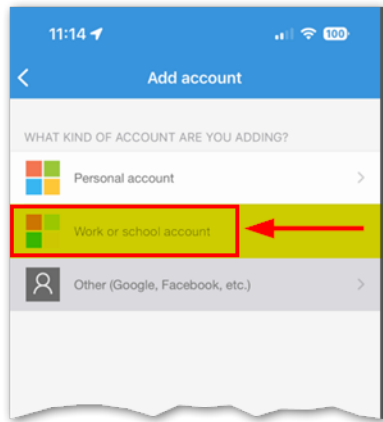
Step 3: Add the Account

- Tap the “+” (plus) icon in the top right of the screen to “Add account”.



Adding an isolated Account to Microsoft Authenticator

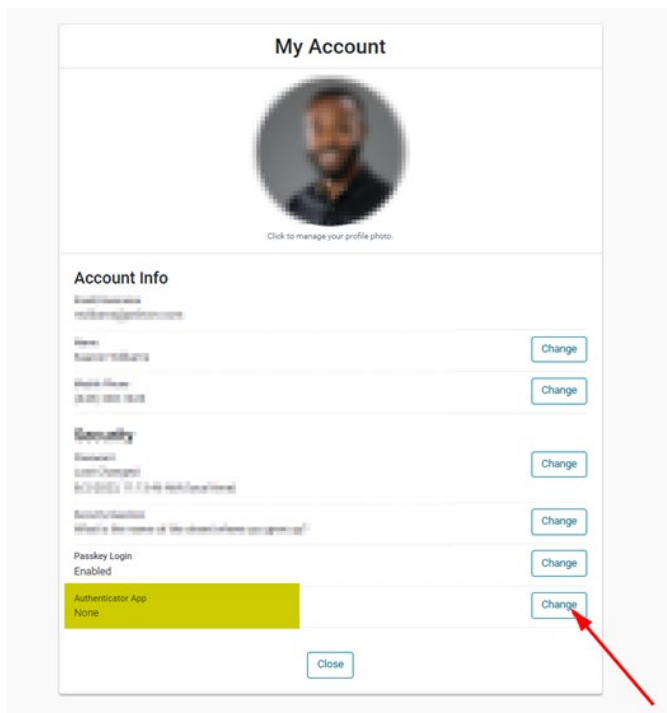
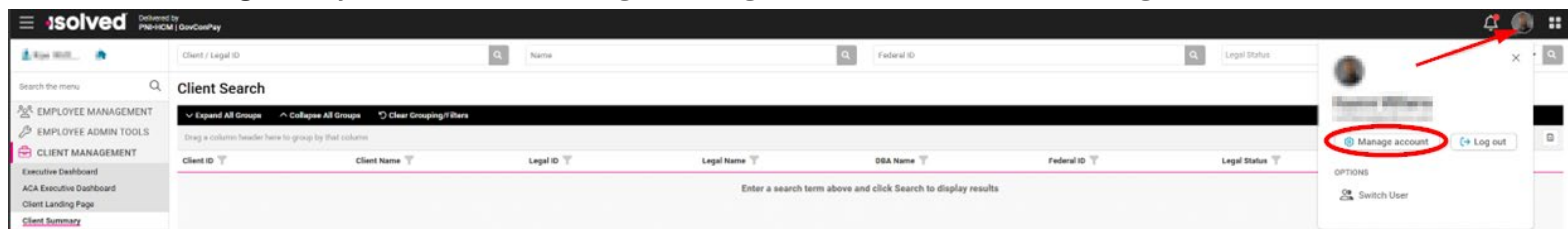
- Choose “Work or school account”



- Then choose “**Scan QR Code**”.

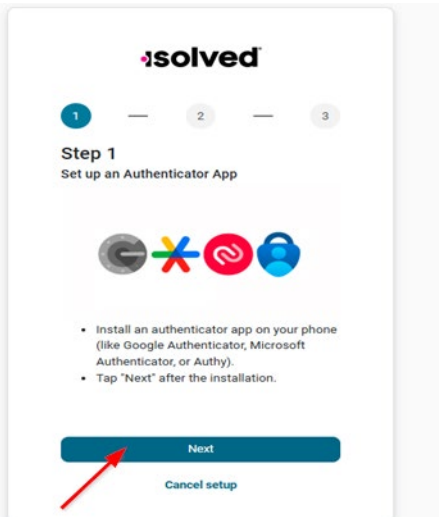
Step 4: Scan QR Code or Enter Code Manually

- On your computer, go to <https://payrollnetwork.myisolved.com>
- Navigate to your **Account Settings/Manage Account** and select **Change**.



Adding an isolated Account to Microsoft Authenticator

- Select **Setup Authenticator**.
- Click **Next** on this screen.



- Use your phone and the authenticator app to scan the provided QR code from isolated (your phone should already be at the camera from the previous steps).

Step 5: Complete the Setup

- Once the QR code is scanned and the isolated account will appear in your app. You'll now see a 6-digit code that refreshes every 30 seconds.
- Use this code to complete the MFA setup on the website. *Enter the code into the isolated box that is prompting for it.*

