

Microsoft Teams for Mobile

Instant access to your digital life at AdventHealth

Download and Log-in Instructions

Step 1: Register for two-factor authentication and download SecureAuth Authenticate

- Navigate to <https://selfservice.adventhealth.com/> and log in with your OpID and password.
- Select **Manage Two-Factor Settings**.
- Verify your information and click **Add Device**.
- Login with your OpID and password.
- Search your app store for **SecureAuth Authenticate** and download the app.
- In the Authenticate app, click the + in the top left corner and choose **Connect with URL**.
- Enter **login.adventhealth.com**.
- Log in to the Authenticate app with your OpID and password.
- Choose how you'd like to receive your login code (SMS is recommended).
- You are all set! Now this app will display a 6-digit code that changes every 60 seconds and can be used to log in.

Step 2: Download Microsoft Teams Mobile

- Search your app store for **Microsoft Teams** and download the app.
- *Android users may experience an automatic prompt to download Intune during MS Teams setup.*

Step 3: Download Microsoft Intune (Android users only)

- Search your app store for **Microsoft Intune** and download the app.
- Activate device administrator (Required for Android devices only)

Step 4: Log in to Microsoft Teams Mobile

- Open **Microsoft Teams** and when asked, enter your work email address.
(e.g. john.smith@adventhealth.com)
- You will be re-directed to the AdventHealth login page where you will enter your OpID and password.
- If prompted, close and re-open the Microsoft Teams app.

Additional Intune steps are for Android users only and may not be required depending on your mobile device.

- Click **Activate**.
- Click **Activate this device admin app**.
- Click **OK**.
- Set a 4-digit PIN (No Pin sequence allowed; 123, 111).
- Confirm PIN.



SecureAuth Authenticate



iOS



Android

Microsoft Teams



iOS



Android

Microsoft Intune



Android

Mobile Apps Make Work Easy

Mobile apps for AdventHealth team members are **not required** but can make accessing necessary work items simple.



Authenticate
SecureAuth
2-Factor
(Required
for off-site
logins)



Outlook
Email



Teams
News
Chat
Meetings
Policies
Favorites
The Hub (HR)
UKG
Connect



UKG
Schedules

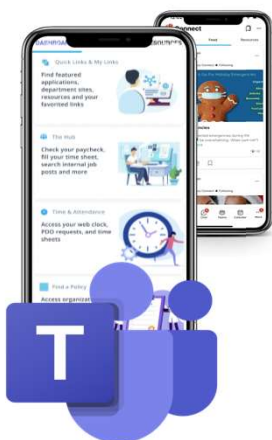


Intune
Android Users
(Auto-installs
for iOS)



Office 365 Apps

Top 6 reasons to have **Microsoft Teams for Mobile**



Check Your **Paystubs** and Manage Your **Time Off**



Message or Group Chat With Anyone in the Organization



View Your Calendar and **Join Meetings Remotely**



Stay Up-to-Date on **Campus News** and Interest Groups



Look up AdventHealth **Policies**



Launch **Quick Links** and **My Links**