

## ACCESSING FOR THE FIRST TIME

First, we will need to go to the [UAB email](https://correu.uab.cat) website by clicking on <https://correu.uab.cat> where we will be asked for our NIU and password.

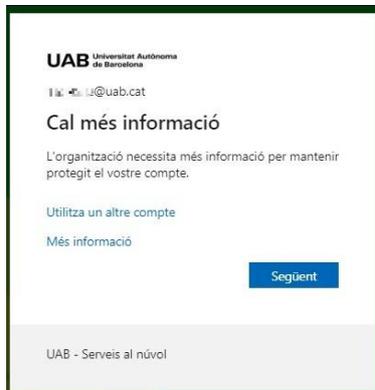
The email account you need to enter must be in the format "[NIU@uab.cat](mailto:NIU@uab.cat)" entering **your NIU** .



In case you do not know your **NIU/password** , we provide you with the following guide: [How to obtain NIU and/or password](#)

In order to improve the security of corporate accounts, **it is necessary to configure two-factor authentication.**

1- You must press the “ **Next** ” button.

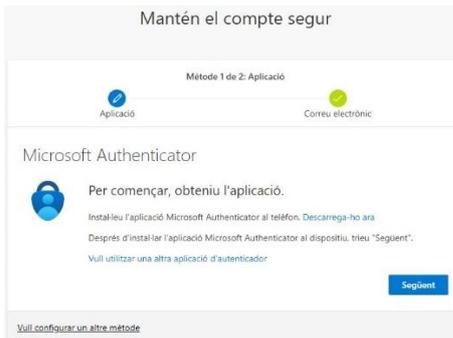


2-Now, you should **download** Microsoft Authenticator to our **mobile device** from the [Play Store \(ANDROID\)](#) or [AppStore \(IPHONE\)](#) application .

Check that it is the one with this drawing:



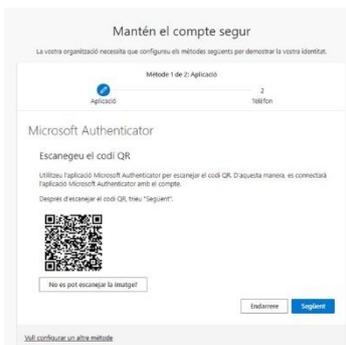
Once installed, we will click on “ **Next** ”.



Then access the Microsoft **Authenticator** application on **your mobile** and **scan the QR code** on the next screen. If this is the first time you are accessing, you will have to accept what Microsoft asks you and, when prompted to add an account, choose “ **Work or school account or Scan QR** ” and give permissions to the camera to scan the QR code.

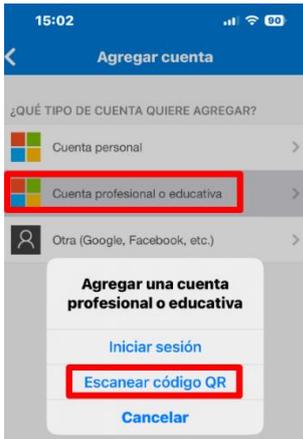


Using your **mobile phone** , **scan the QR** from the **Authenticator** app .

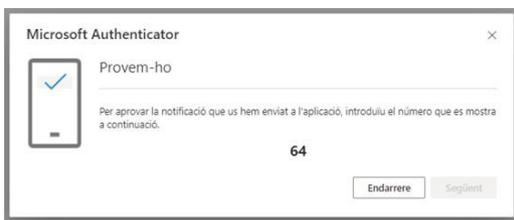


If you already **had another account set up** , you will need to click on the **+** icon and select “ **Work or educational account** ” to be able to scan the **QR code** .



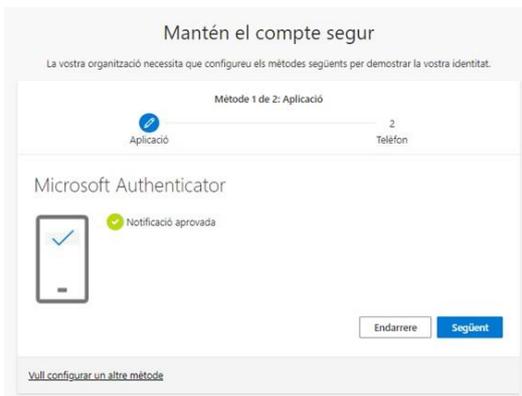


Once you have scanned the **QR code**, click **next on the website** and a numeric code will appear :



Using your **mobile phone** , go to the **Authenticator app** and **enter the** previous number that appeared.

Once the notification is approved, click “ **Next** .” If you don’t have your email address added, you will be asked for it in the next step.



**IMPORTANT** : While you are **connected** to the **UAB** , we recommend that you **do not uninstall** **the** Microsoft **Authenticator** application or you **will lose access** to your **UAB account** .

In case of doubt or incident, you can contact the IT technical services: 93.581.2100