

To be able to set up Win Auth, an alternative to Microsoft Authenticator App, you will need to follow the steps below. Here's a step-by-step guide for installing Win Auth on your device

Step 1: Download Win AUTH

1. Open your web browser (Chrome/Firefox/Edge/Safari/etc.) and [Download - WinAuth](#)
2. Click on the latest version to download the ZIP file.



Portable open-source Authenticator for Windows

Download

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WinAuth Version 3.5

This is the latest stable version of WinAuth.

[WinAuth 3.5.1](#) (2016-06-07)

MD5: 9393C999D1412C0D28CCCEA0F9CB95C3. WinAuth.exe MD5: 3C8B42FF6BC4822FC8D874F6F21230DD

(Windows 7 / 8.x / 10 requires Microsoft .NET Framework 4.5)

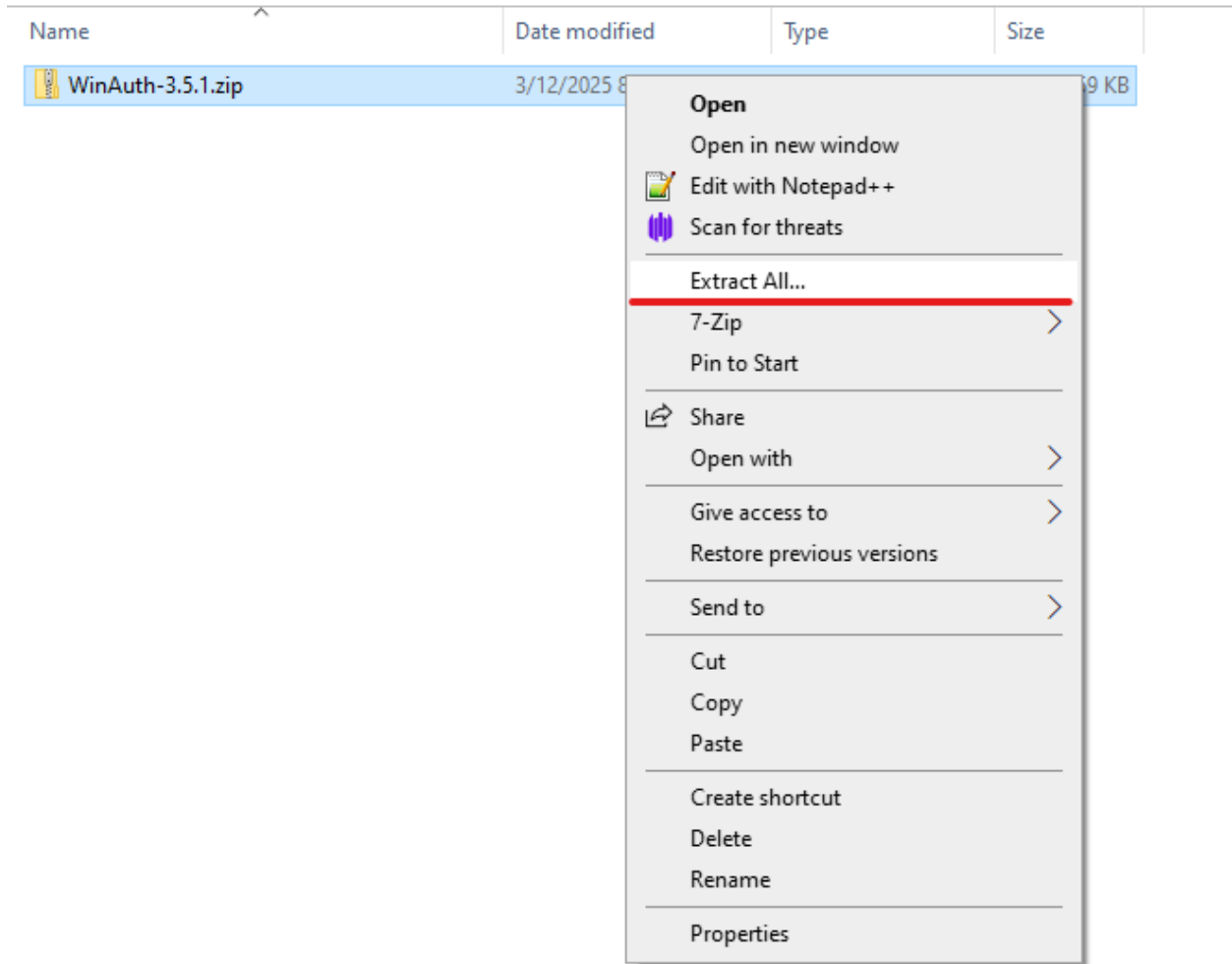
For Windows 7 using pre-installed Microsoft .NET Framework 3.5

[WinAuth 3.5.1 \(.NET 3.5\)](#) (2016-06-07)

MD5: A4C171990457A96E5EA177BF87E8B09B. WinAuth.exe MD5: AFC2EE24D4DF9E4EC28D115A3E14CAC3

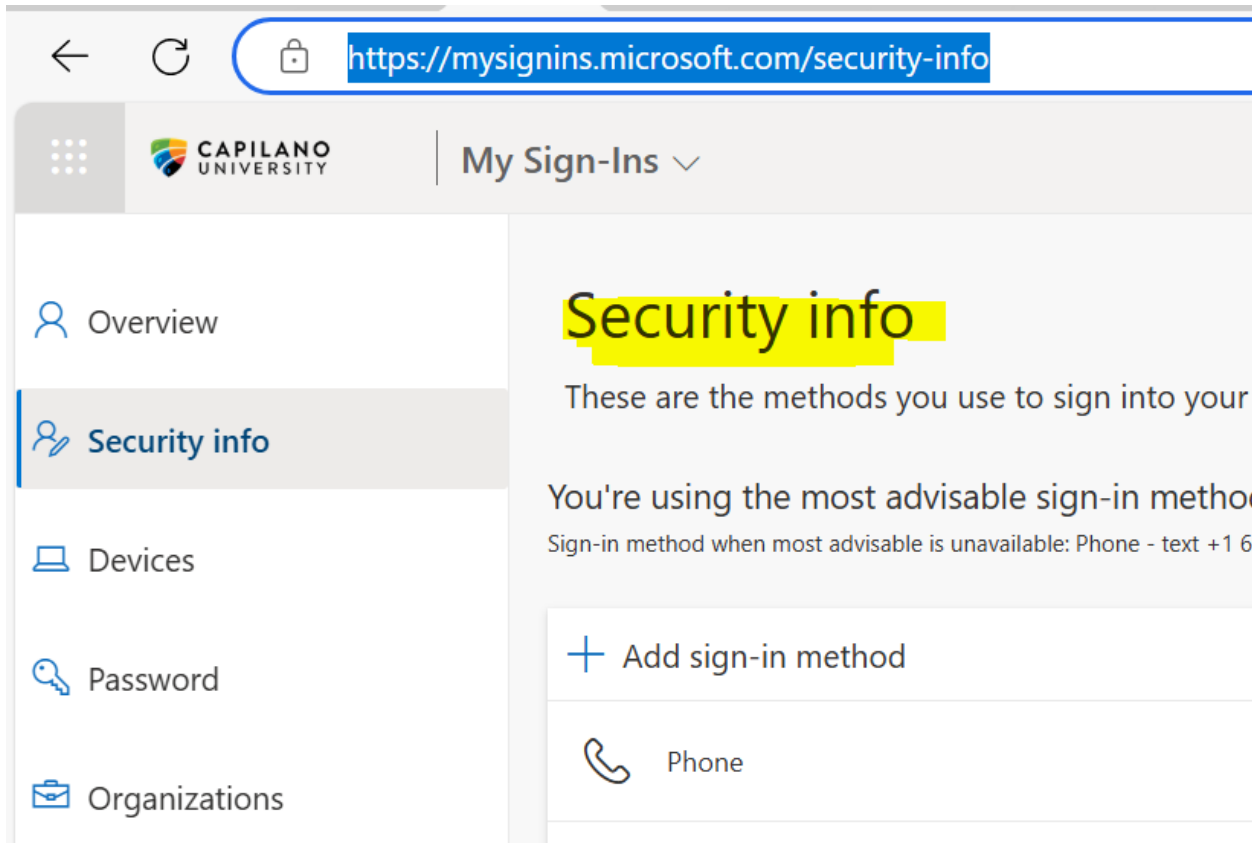
Step 2: Extract the ZIP File

1. Locate the downloaded ZIP file within your device and right-click on it.
2. Select "**Extract All...**" and choose the destination folder.

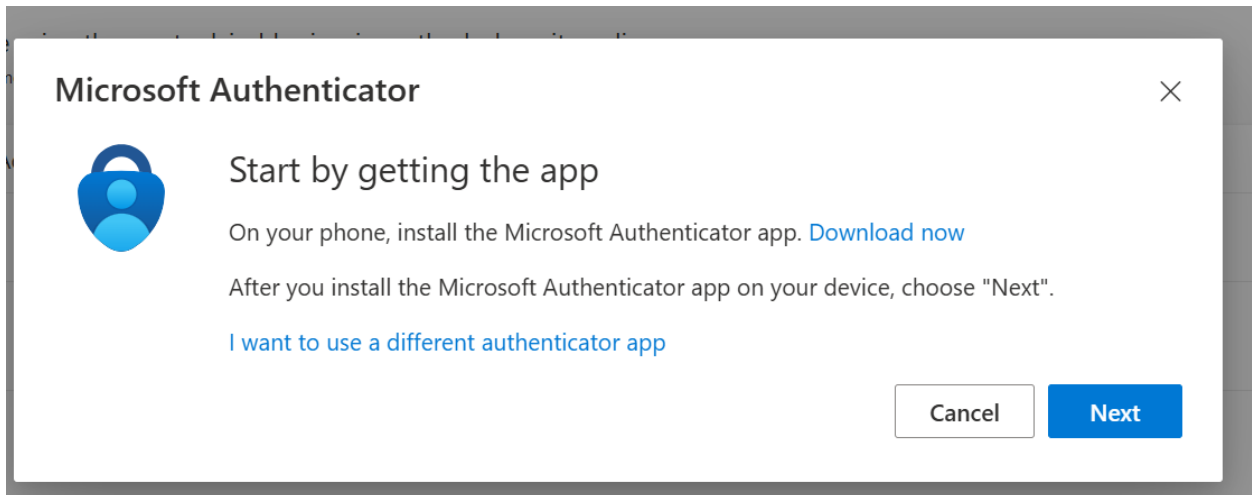


Step3 MS login

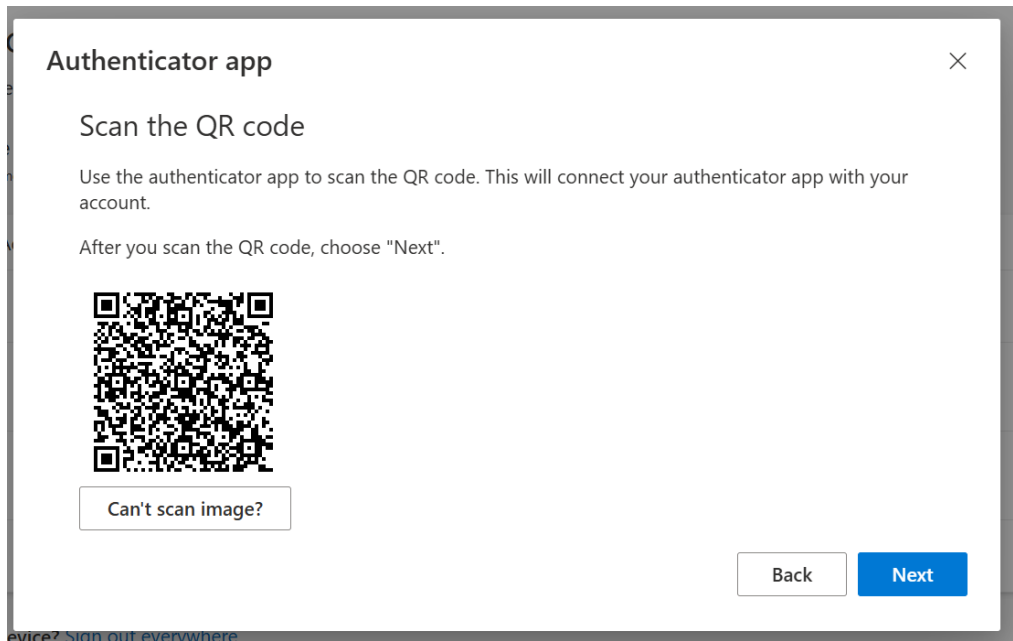
- 1 Go to my profile at [My Sign-Ins | Security Info | Microsoft.com](#) (Sign in with capU credentials if you have not already)
- 2 Navigate to Security Info section as shown below



- 3 Click Add sign in method and select **Microsoft authenticator method**



4. **Do not** Click NEXT and select "I want to use a different authenticator app". Follow the prompts and reach until below point as shown in image



5. Click on **Can't scan image** and the following prompt should show up

Authenticator app

Scan the QR code

Use the authenticator app to scan the QR code. This will connect your authenticator app with your account.

After you scan the QR code, choose "Next".



Can't scan image?

Enter the following into your app:

Account name: Capilano University [redacted]@my.capilanou.ca



Secret key: [redacted]



Back

Next

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

6. Copy the secret key by clicking on the icon shown below.

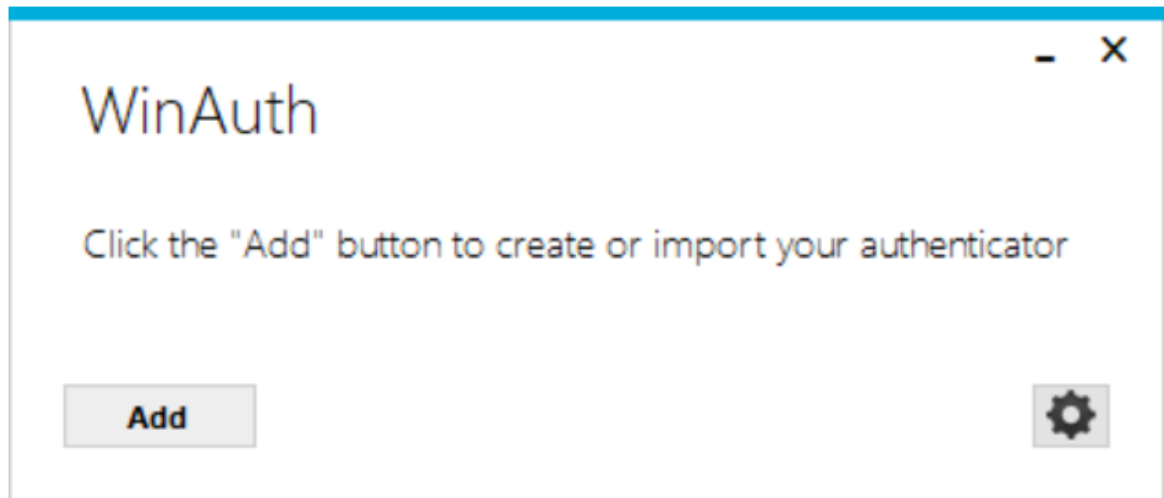
Quick tip: You can save the secret key in a file in word or notepad for future references.

Step4 Run WinAuth

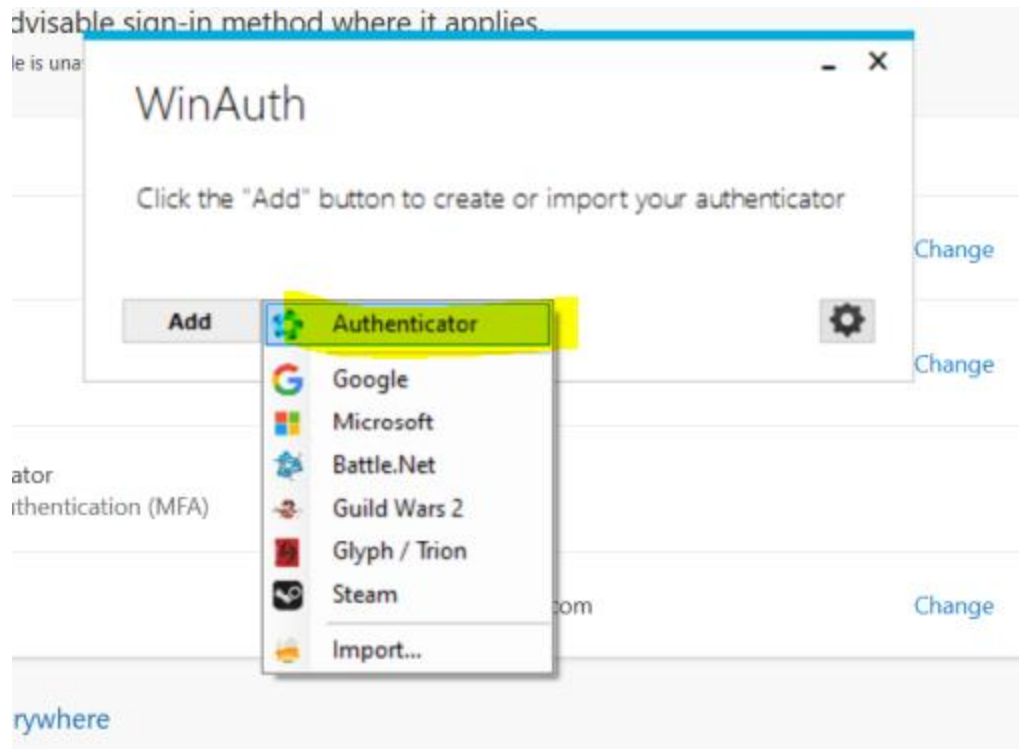
1. Navigate to the extracted folder and double-click on **WinAuth.exe** to run the application.

Step 5: Add an Authenticator

1. Click on "Add"



2. Click on Authenticator



3. Copy pastes the code now as shown in the screenshot and click decode

Add Authenticator

Name:

1. Enter the Secret Code for your authenticator. Spaces don't matter. If you have a QR code, you can paste the URL of the image instead.

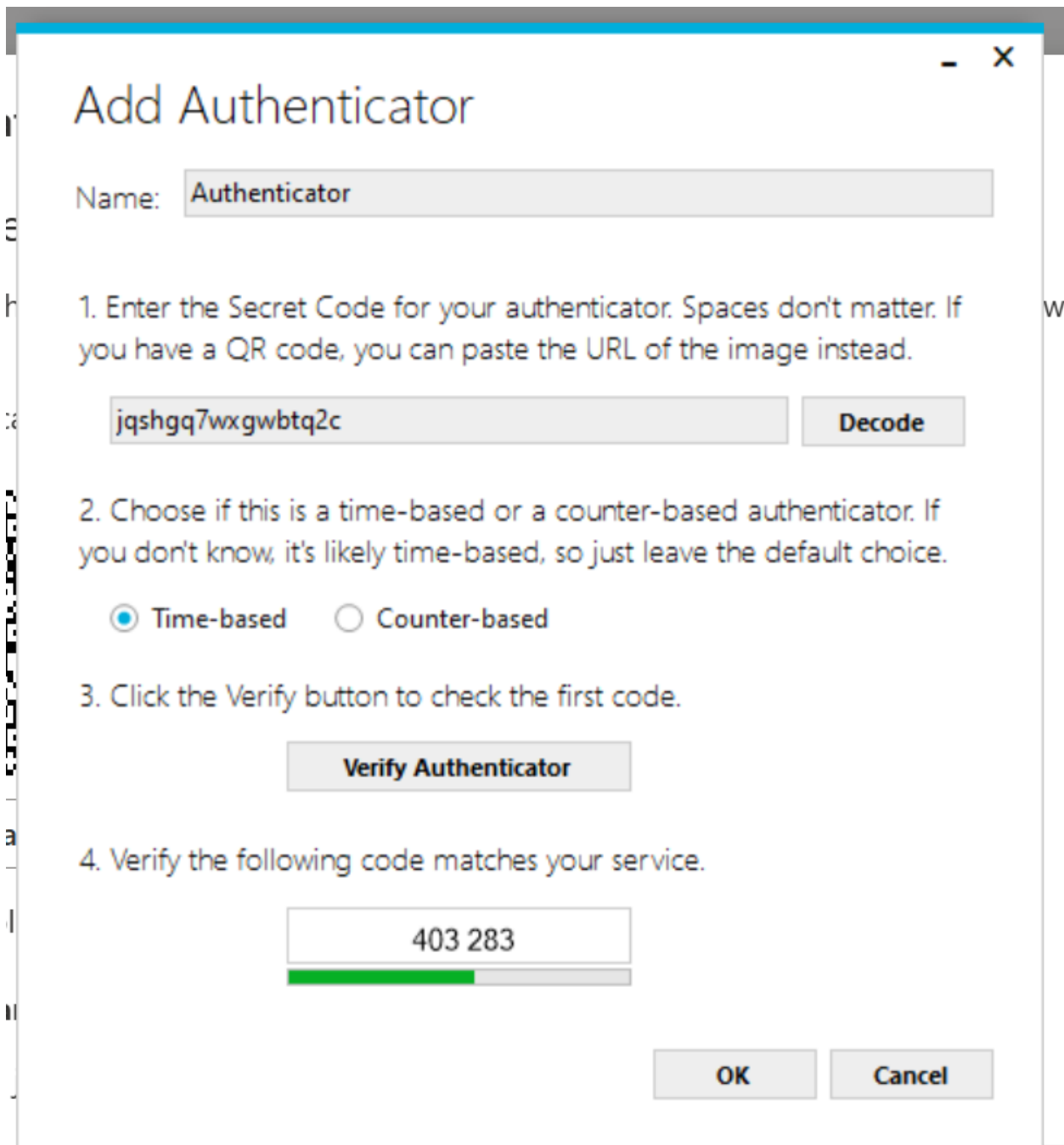
2. Choose if this is a time-based or a counter-based authenticator. If you don't know, it's likely time-based, so just leave the default choice.

Time-based Counter-based

3. Click the Verify button to check the first code.

4. Verify the following code matches your service.

4. Click on **Verify authenticator** and your code should show up as shown below.



5. Set up a password for future use as shown in the image below

The image shows a Windows dialog box titled "Protection" with standard window controls (minimize, maximize, close) in the top right corner. The main heading is "Protection". Below it is a paragraph: "Select how you would like to protect your authenticators. Using a password is strongly recommended, otherwise your data could be read and stolen by malware running on your computer." There are three main sections, each with a checkbox and a description. The first section, "Protect with my own password", is selected with a blue checkbox. It includes a description: "Your authenticators will be encrypted using your own password and you will need to enter your password to open WinAuth. Your authenticators will be inaccessible if you forget your password and you do not have a backup." Below this are two password input fields labeled "Password" and "Verify", both containing four black dots. The second section, "Encrypt to only be useable on this computer", is unselected. It includes a sub-option "And only by the current user on this computer", also unselected. The third section, "Lock with a YubiKey", is unselected. It includes a description: "Your YubiKey must support Challenge-Response using HMAC-SHA1 in one of its slots. Use the YubiKey personalization tool to configure the slot or click the Configure Slot button." Below this is a "Slot" label with the number "1" and a small black bar representing the YubiKey. At the bottom of this section are two buttons: "Use Slot" and "Configure Slot". At the bottom right of the dialog box are "OK" and "Cancel" buttons.

Protection

Select how you would like to protect your authenticators. Using a password is strongly recommended, otherwise your data could be read and stolen by malware running on your computer.

Protect with my own password

Your authenticators will be encrypted using your own password and you will need to enter your password to open WinAuth. Your authenticators will be inaccessible if you forget your password and you do not have a backup.

Password

Verify

Additionally, you can protect and encrypt your data using the built-in Windows account encryption. This will lock your authenticators to this computer or user so they cannot be opened even if the files are copied. You MUST turn this off if you are going to reformat your disk, re-install Windows or delete this user account.

Encrypt to only be useable on this computer

And only by the current user on this computer

Lock with a YubiKey

Your YubiKey must support Challenge-Response using HMAC-SHA1 in one of its slots. Use the YubiKey personalization tool to configure the slot or click the Configure Slot button.

Slot 1

That's it! You've successfully installed and set up Win Auth on your machine. If you have any questions or run into issues, feel free to reach out to us!

Now every time you need to do MFA, just click on the file **Winauth.exe**, put in the password as done in **step 5 above**, and ensure you are putting the MFA code to be able to access your accounts.