

## **SET UP A PIN FOR YOUR MICROSOFT ACCOUNT**

To simplify how you log on to your computer via your Microsoft account, Windows 10 allows you to create a four-digit PIN associated with your Microsoft account. After you create a PIN, you can use it to log on quickly to your account.

Here's how to set up a pin for your Microsoft account:

1. Open Settings (Windows + I).
2. Click Accounts and confirm that you are on your Microsoft account.
3. Click Sign-In Options.
4. Click the Add button in the PIN section. You're asked to verify your account.
5. Enter your user account password.
6. Click Sign In. The Set Up a PIN window opens.
7. Type the PIN that you want in the New PIN and Confirm PIN boxes.
8. Click OK.
9. Close Settings.