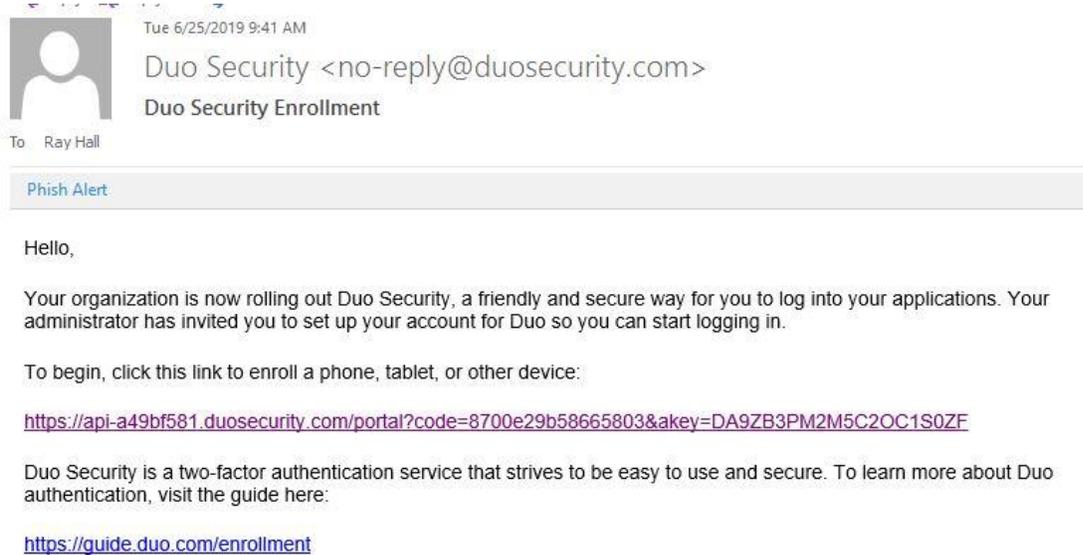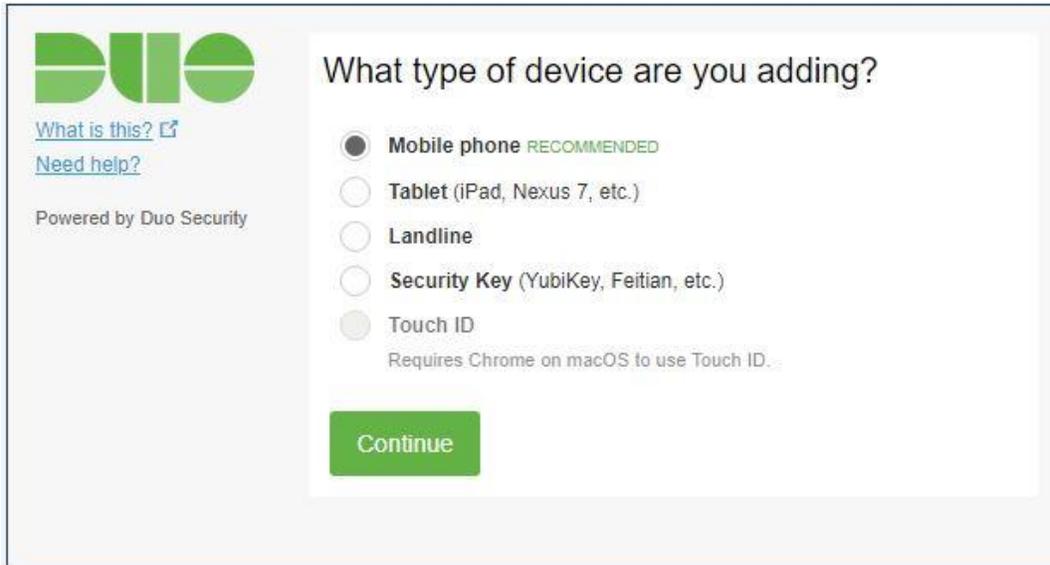# How to perform self-enrollment in Duo Security MFA

1. After being added to the Duo System, you will receive an e-mail that looks similar to this within 1 day. Click on the link to be taken to the self-enrollment website.

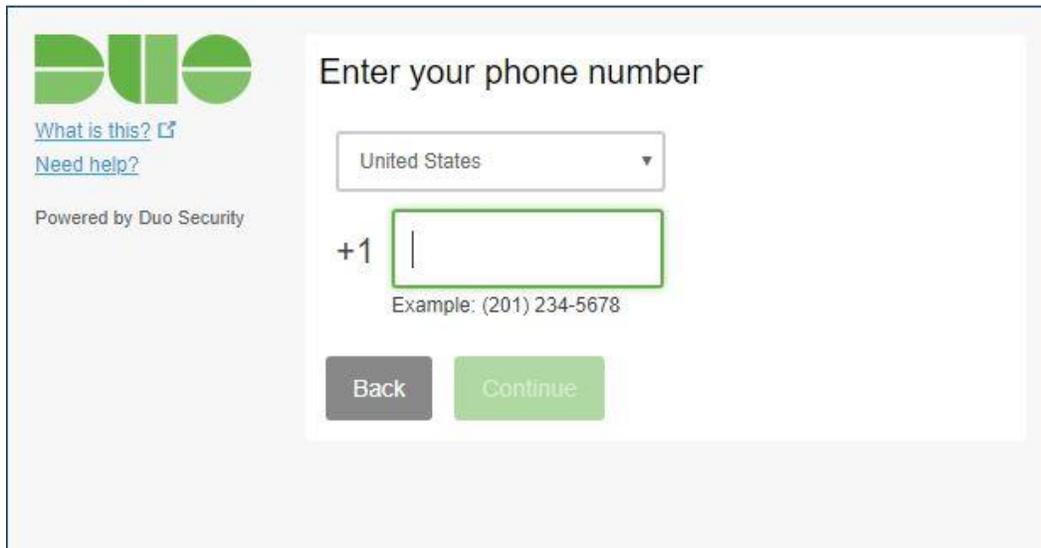2. This will be the first screen; click Start Setup.

3. Specify what type of device you want to enroll to act as your multi-factor / secondary authentication device. The most common option will be Mobile Phone. Please check with IT before selecting a different option.
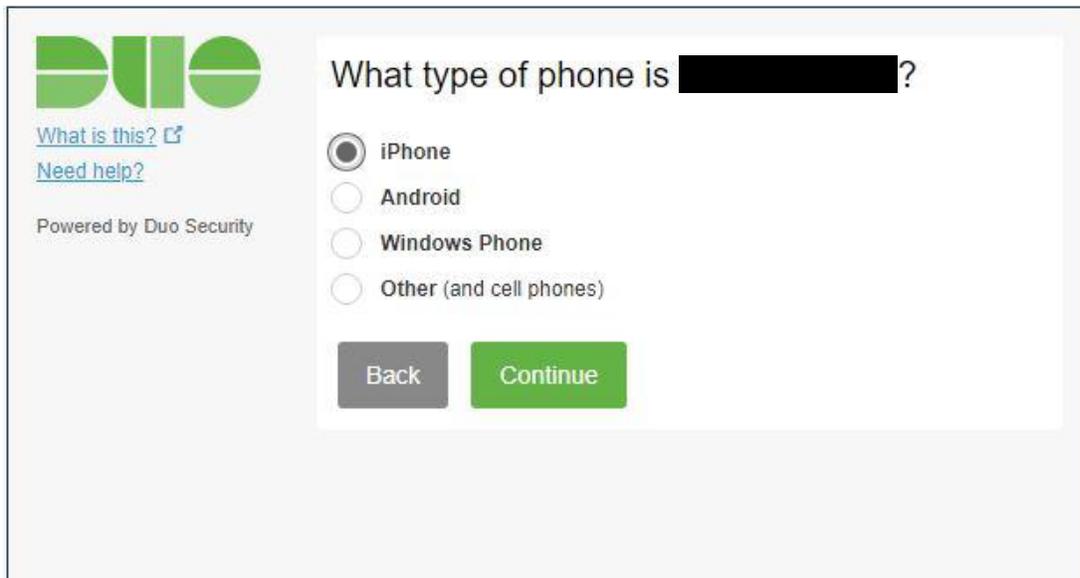

4. Enter your mobile phone number and click Continue.

5. Select your type of smart phone. If you have a flip-phone / non-smartphone, select other.

6. If using a smartphone, download the respective "Duo Mobile" app onto your phone. Then click I Have Duo Mobile Installed.

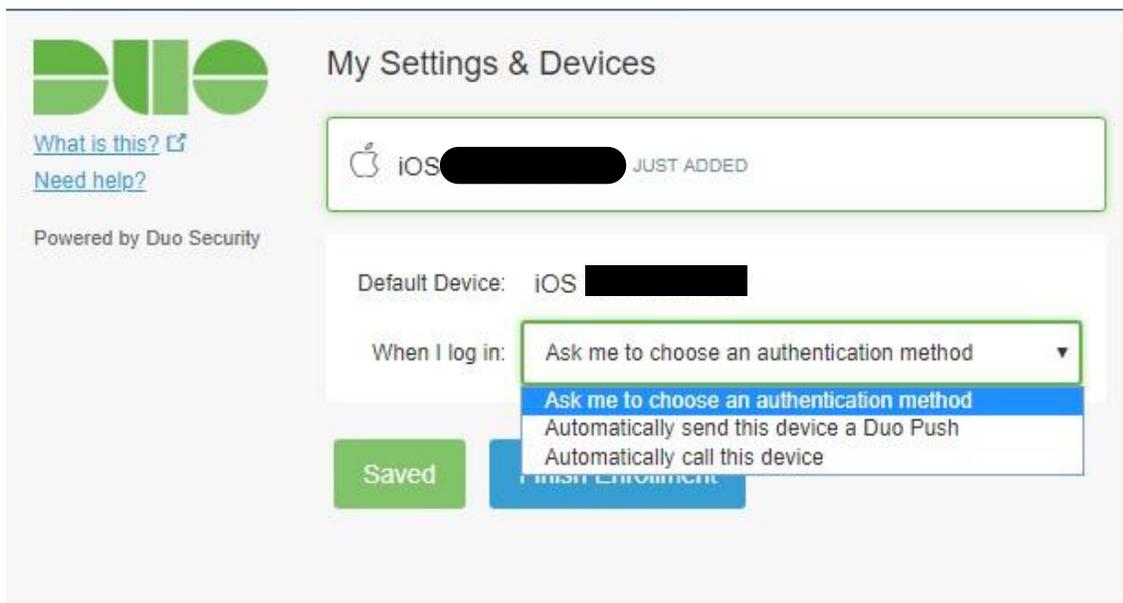7. Open your Duo Mobile app and click the + sign to add an account. Then scan the barcode on the screen with your phone.

8. Choose what you would like to happen when using Duo by default. If you select Ask Me To Choose, you can choose each time between using the App, getting a phone call, or getting a text message to authenticate you. Click Finish Enrollment and you are done!

9. Now when you sign in to a system that has been setup to use Duo MFA, after entering your username and password, you will be sent a code on your device to enter as the "multi-factor" authentication.