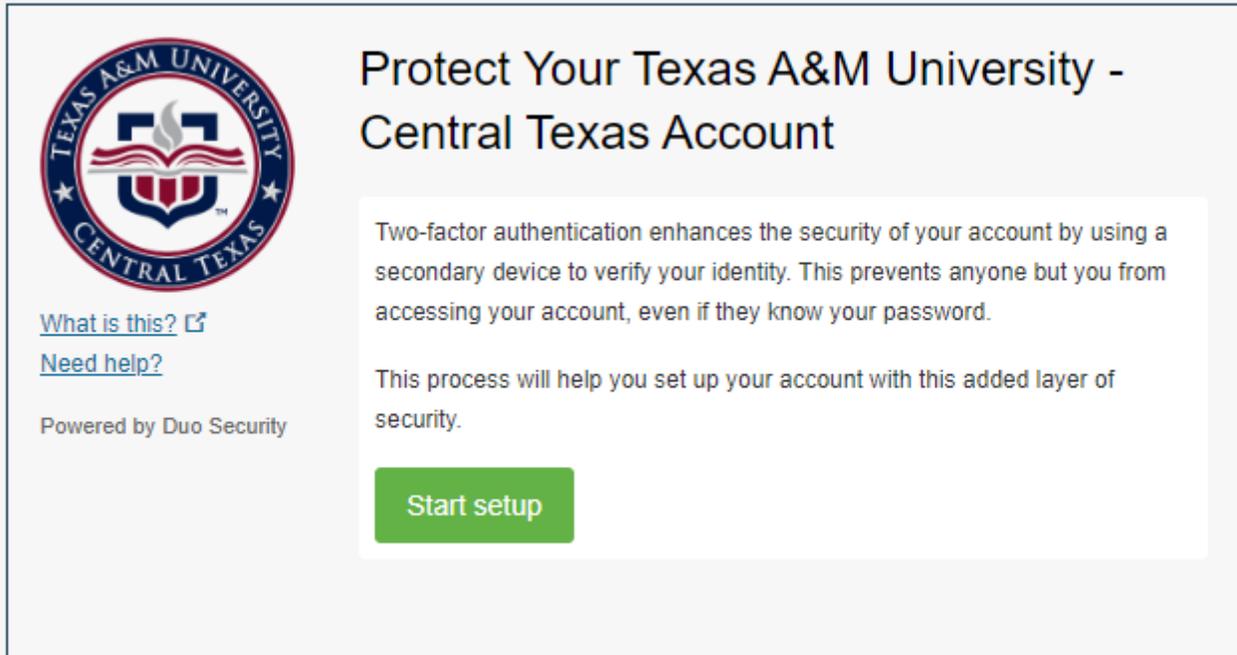


TAMUCT DUO ENROLLMENT GUIDE

The first time you log in to a TAMUCT service that requires our DUO, you will see the following prompt. Please follow the onscreen instructions and use this guide assist if necessary.

Please note: DUO is used across the TAMU system and Universities; as an employee, you will be required to enroll in DUO for different TAMU entities. Students – you will only need TAMUCT DUO.

Step 1: Click ‘Start setup’ to begin enrollment.





Protect Your Texas A&M University - Central Texas Account

Two-factor authentication enhances the security of your account by using a secondary device to verify your identity. This prevents anyone but you from accessing your account, even if they know your password.

This process will help you set up your account with this added layer of security.

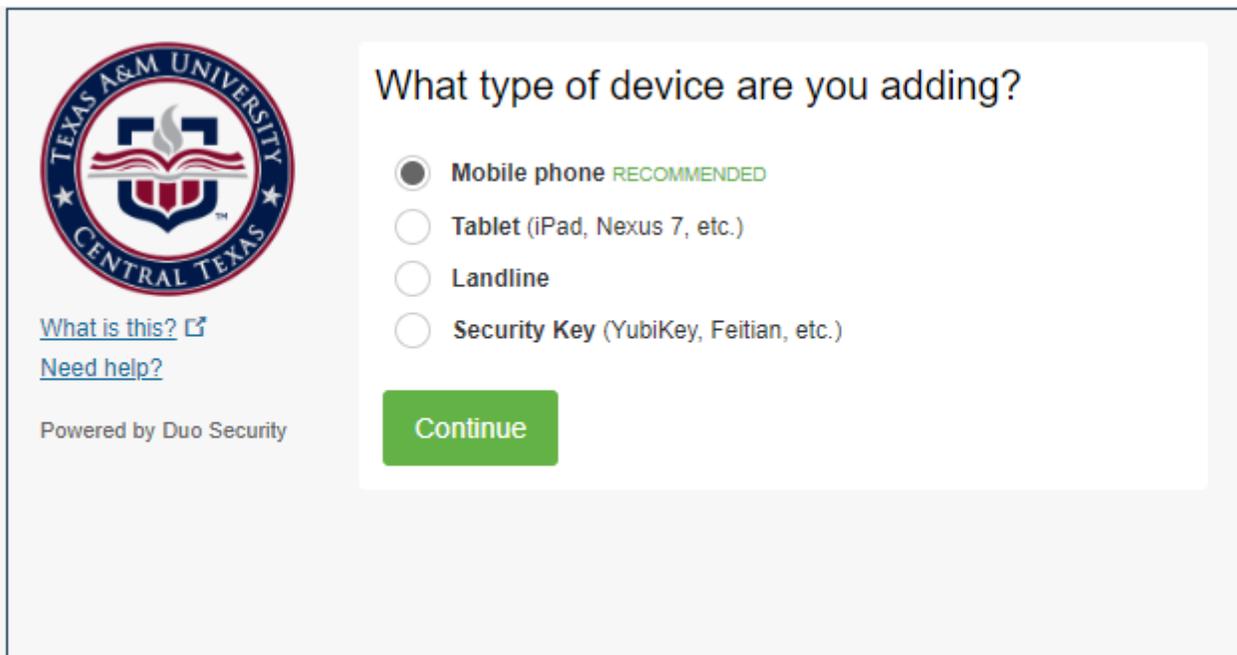
[What is this?](#) 

[Need help?](#)

Powered by Duo Security

[Start setup](#)

Step 2: Select the type of device that you are adding, then click ‘Continue’.





What type of device are you adding?

Mobile phone **RECOMMENDED**

Tablet (iPad, Nexus 7, etc.)

Landline

Security Key (YubiKey, Feitian, etc.)

[What is this?](#) 

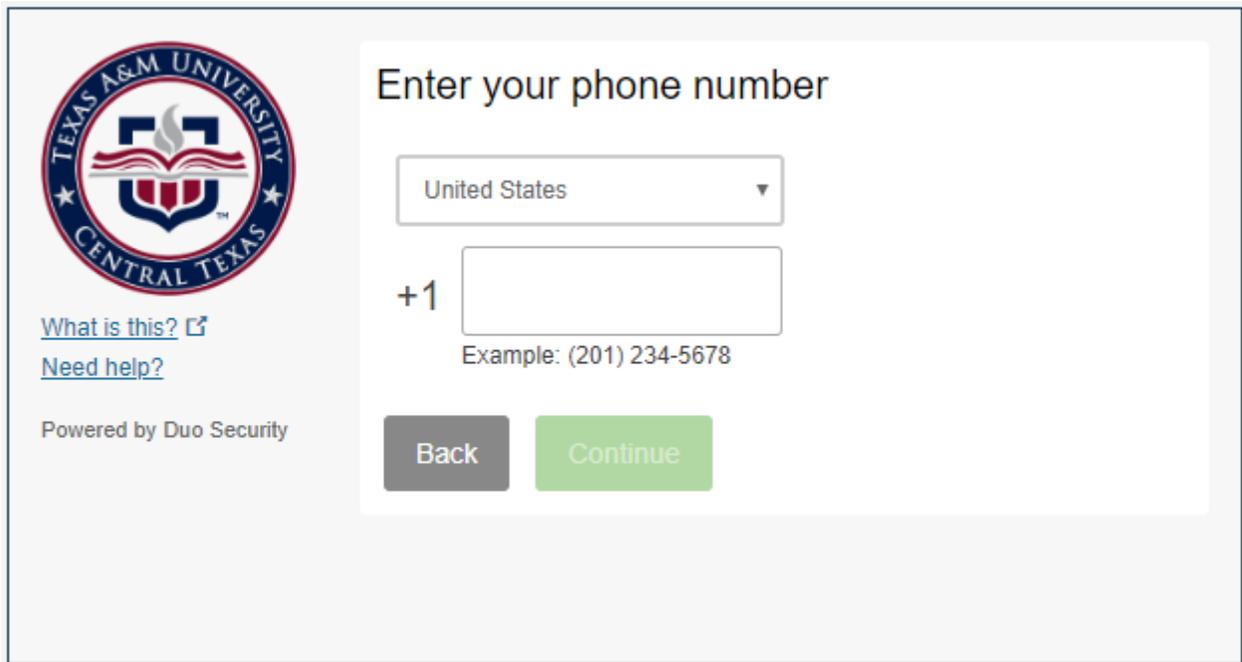
[Need help?](#)

Powered by Duo Security

[Continue](#)

TAMUCT DUO ENROLLMENT GUIDE

Step 3: Select the country (if necessary) and enter your phone number.





[What is this?](#) [Need help?](#)

Powered by Duo Security

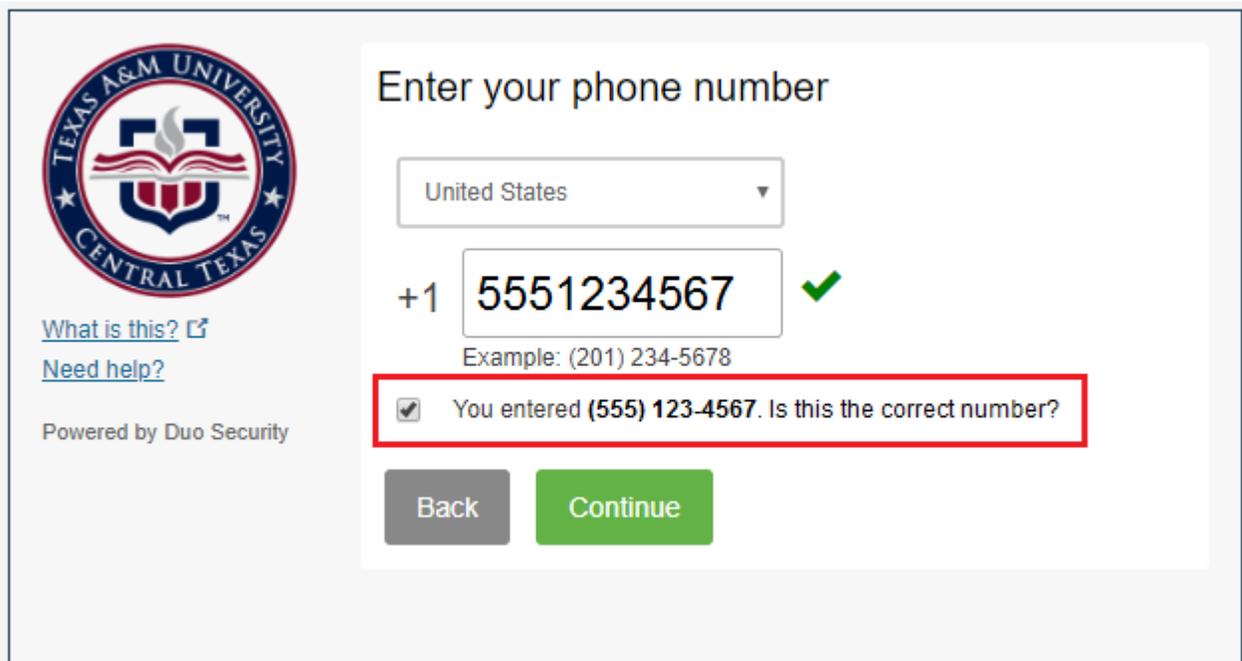
Enter your phone number

United States

+1

Example: (201) 234-5678

Step 4: Once a valid phone number entry is detected, you will be prompted to click a check box verifying that the number you entered is correct. Click 'Continue'.





[What is this?](#) [Need help?](#)

Powered by Duo Security

Enter your phone number

United States

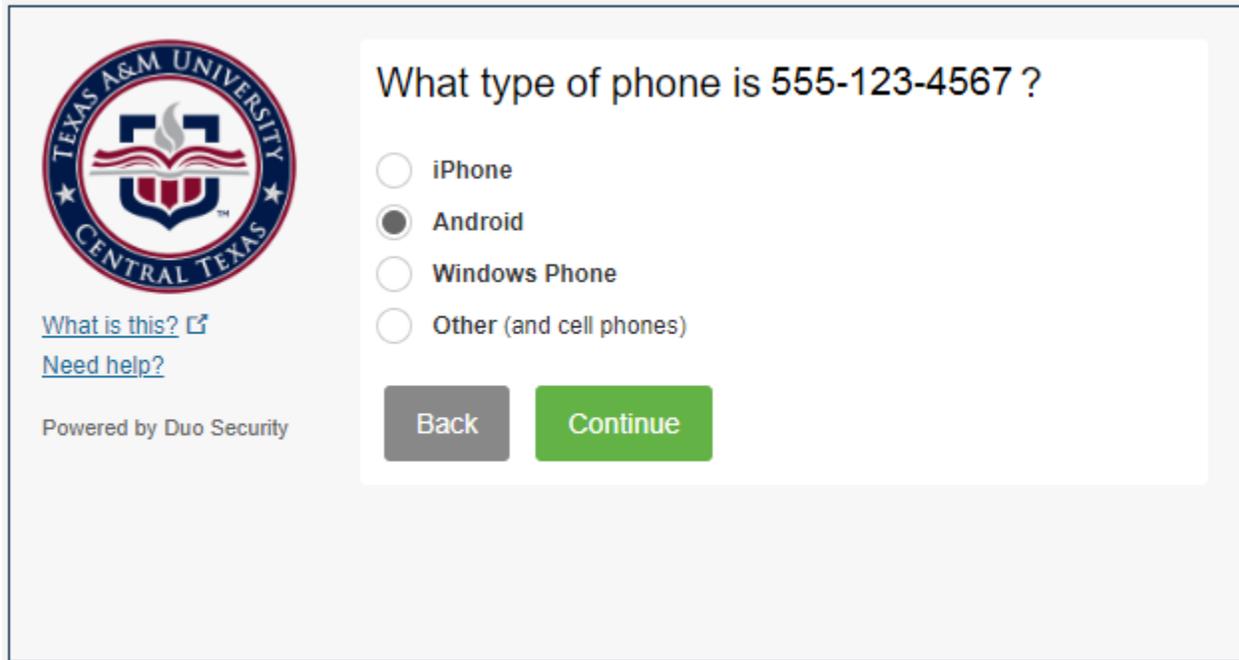
+1 ✓

Example: (201) 234-5678

You entered (555) 123-4567. Is this the correct number?

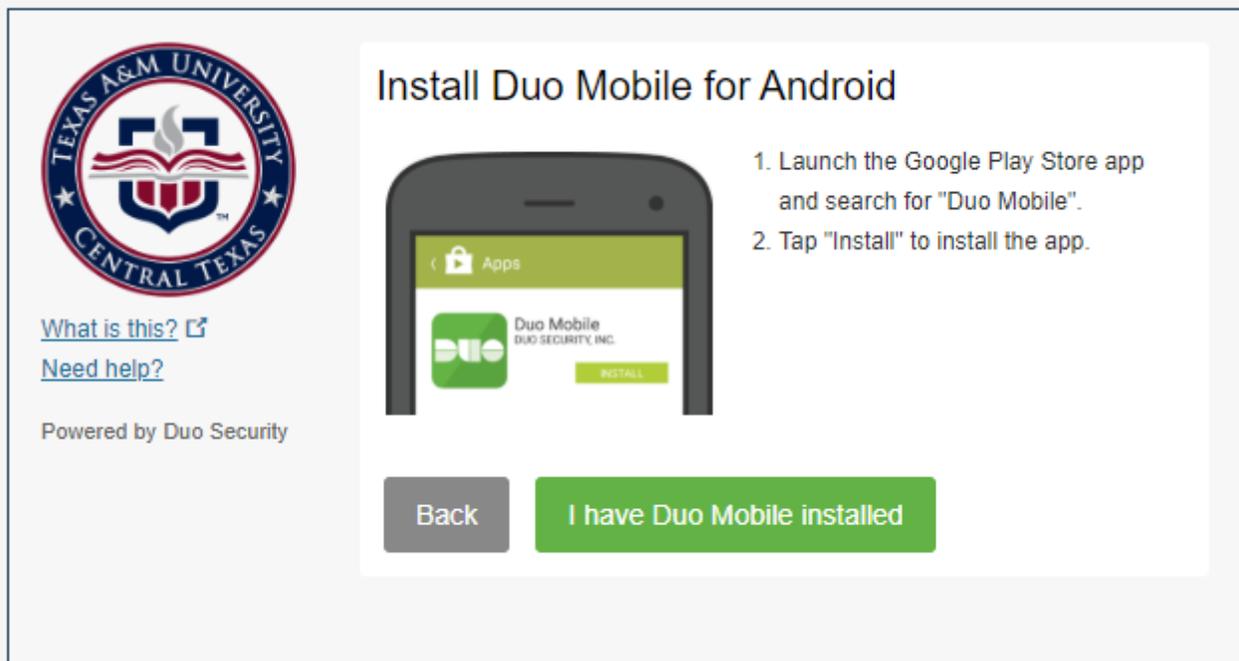
TAMUCT DUO ENROLLMENT GUIDE

Step 5: Select the model of phone that is associated with the phone number you input.



The screenshot shows the Duo enrollment interface for Texas A&M University Central Texas. On the left is the university logo. Below it are links for "What is this?" and "Need help?", and the text "Powered by Duo Security". The main content area has the heading "What type of phone is 555-123-4567 ?" and four radio button options: "iPhone", "Android" (which is selected), "Windows Phone", and "Other (and cell phones)". At the bottom are "Back" and "Continue" buttons.

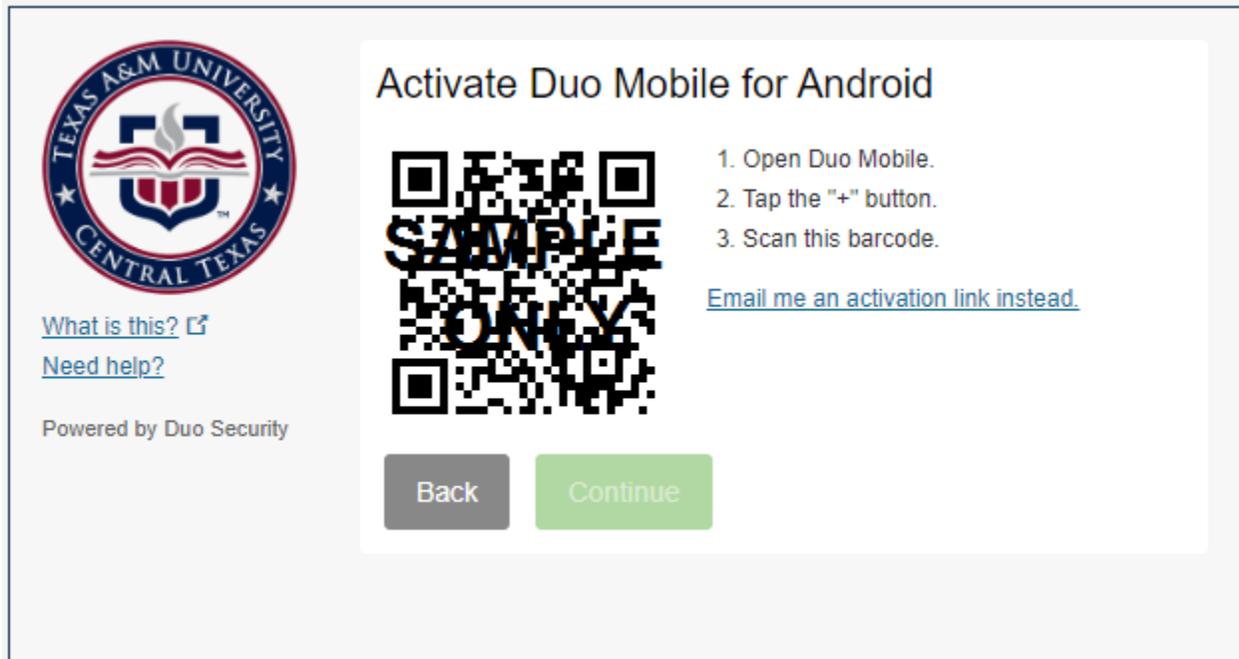
Step 6: If you already have the Duo Mobile app installed on your device (in this example, an Android), click 'I have Duo Mobile installed'. If not, follow the instructions on the screen to download and install the app on your device.



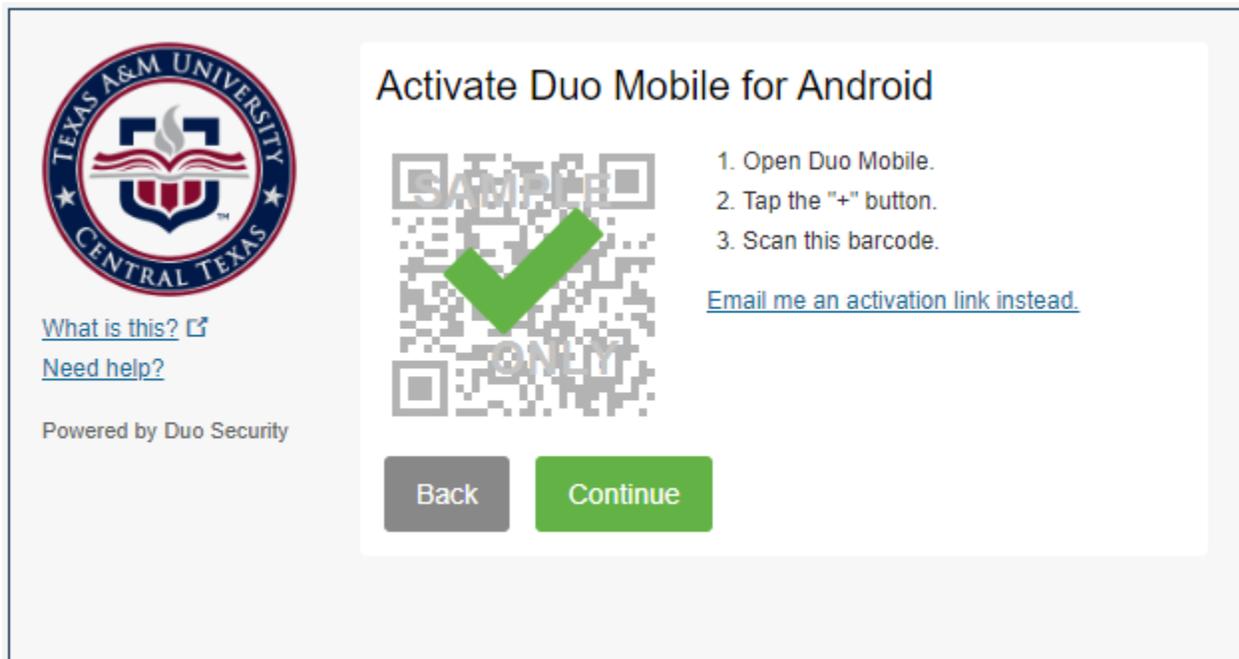
The screenshot shows the Duo enrollment interface for app installation. On the left is the university logo. Below it are links for "What is this?" and "Need help?", and the text "Powered by Duo Security". The main content area has the heading "Install Duo Mobile for Android". To the left is an image of a smartphone displaying the Duo Mobile app in the Google Play Store with an "INSTALL" button. To the right are two numbered instructions: "1. Launch the Google Play Store app and search for 'Duo Mobile'." and "2. Tap 'Install' to install the app." At the bottom are "Back" and "I have Duo Mobile installed" buttons.

TAMUCT DUO ENROLLMENT GUIDE

Step 7: Open the Duo Mobile app on your device, tap the '+' button in the upper right of your screen, and scan the QR code on the screen.

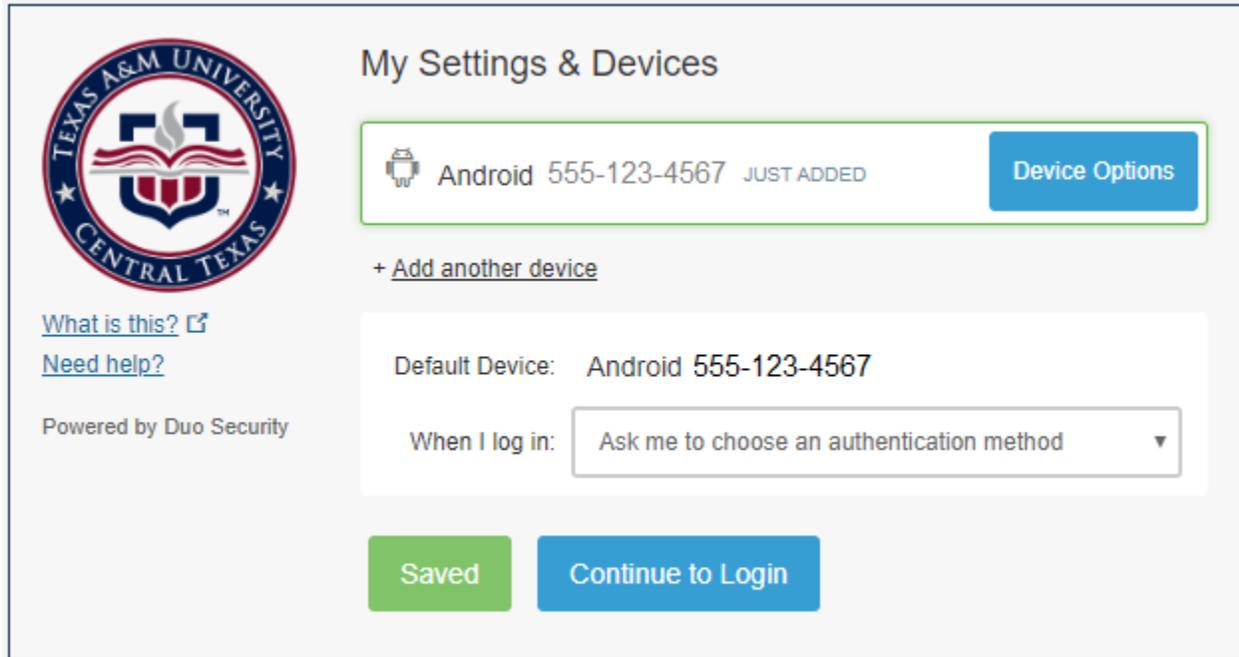


Step 8: Once the QR has been successfully scanned and added to your app, you will see a green check mark. Click 'Continue'.



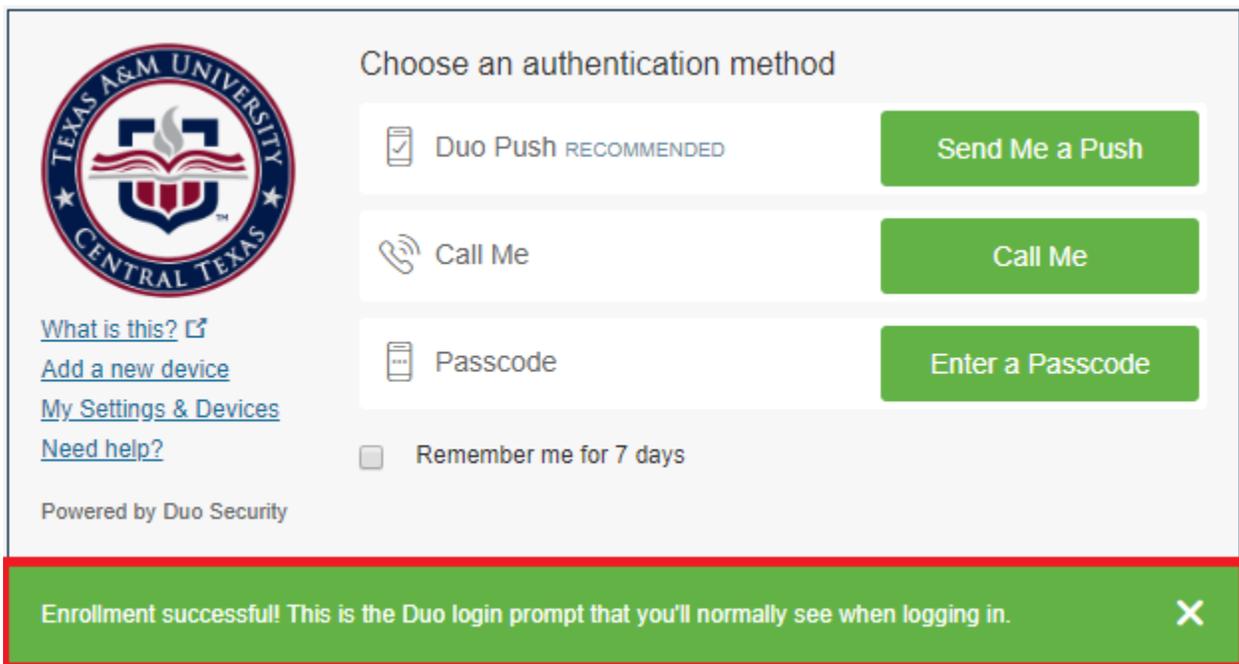
TAMUCT DUO ENROLLMENT GUIDE

Step 9: The 'My Settings and Devices' screen will show. Here you can edit your device(s) and select your default authentication method. To finalize your enrollment you must click the blue 'Continue to Login' button.



The screenshot shows the 'My Settings & Devices' interface. On the left is the Texas A&M University Central Texas logo. Below it are links for 'What is this?', 'Need help?', and 'Powered by Duo Security'. The main area is titled 'My Settings & Devices' and contains a list of devices. One device is listed: 'Android 555-123-4567' with the status 'JUST ADDED' and a 'Device Options' button. Below the device list is a '+ Add another device' link. Underneath is a 'Default Device:' field set to 'Android 555-123-4567' and a 'When I log in:' dropdown menu set to 'Ask me to choose an authentication method'. At the bottom are two buttons: a green 'Saved' button and a blue 'Continue to Login' button.

Step 10: You will receive an authentication request via the method of your choice. Once you accept it, you will see a green completion message. You are now successfully enrolled in TAMUCT Duo!



The screenshot shows the 'Choose an authentication method' screen. On the left is the Texas A&M University Central Texas logo. Below it are links for 'What is this?', 'Add a new device', 'My Settings & Devices', and 'Need help?'. Below these links is the text 'Powered by Duo Security'. The main area is titled 'Choose an authentication method' and contains three options: 'Duo Push RECOMMENDED' with a 'Send Me a Push' button, 'Call Me' with a 'Call Me' button, and 'Passcode' with an 'Enter a Passcode' button. Below these options is a checkbox labeled 'Remember me for 7 days'. At the bottom of the screen is a green banner with a red border containing the text 'Enrollment successful! This is the Duo login prompt that you'll normally see when logging in.' and a close button (X).