

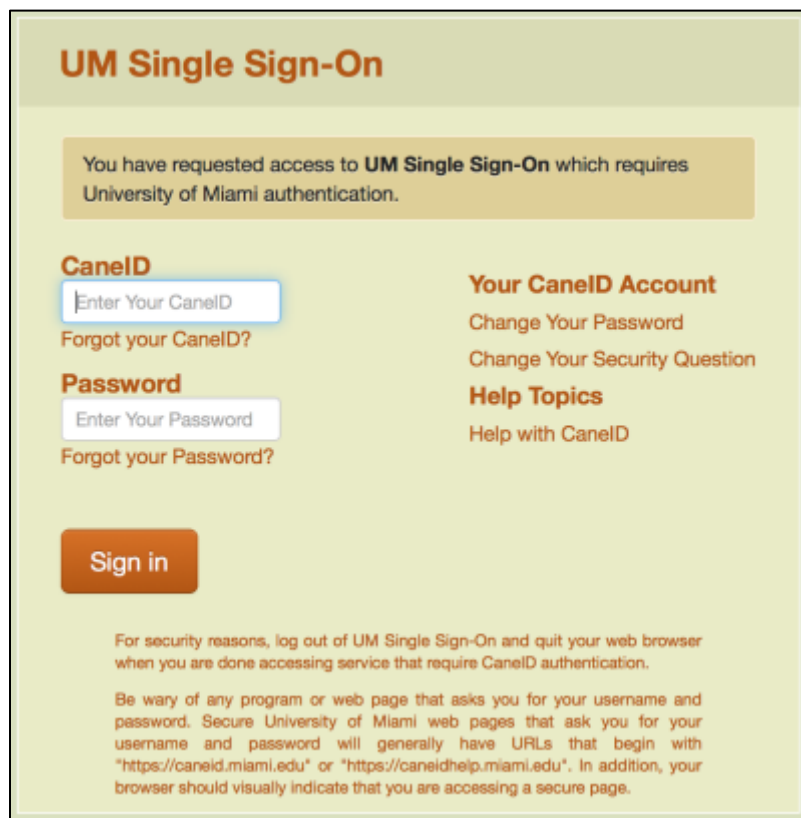
# Duo Multi-Factor Authentication (MFA): Enrollment Guide

Duo's self-enrollment process makes it easy to register your phone and install the Duo Mobile application on your smartphone or tablet.

**Supported Browsers:** Chrome, Firefox, Safari, Internet Explorer 8 or later, and/or Opera.

## 1. Enroll in Duo MFA

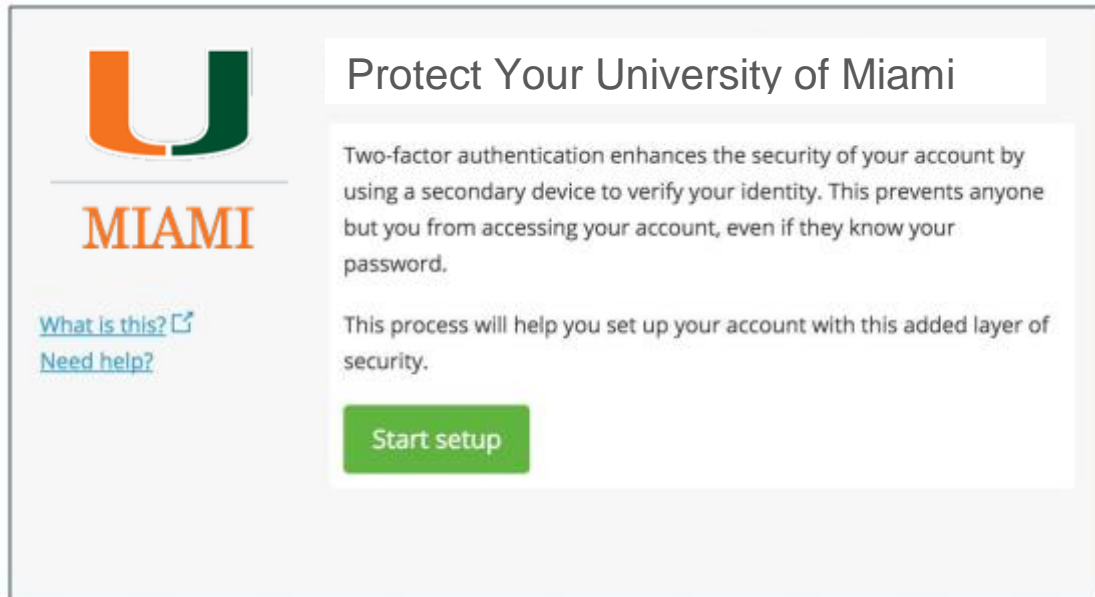
To start, visit a University of Miami Single Sign-On (UMSSO)-enabled application or service, such as **UM's email website** ([email@miami.edu](mailto:email@miami.edu)). You will then be redirected to UM's Single Sign-On portal, to log in with your CaneID and password. Once you enter your CaneID and password, click **"Sign in."**



The screenshot shows the 'UM Single Sign-On' login page. At the top, it says 'UM Single Sign-On'. Below that, a message states: 'You have requested access to **UM Single Sign-On** which requires University of Miami authentication.' The page is divided into two main sections: 'CaneID' and 'Password'. Under 'CaneID', there is a text input field with the placeholder 'Enter Your CaneID' and a link 'Forgot your CaneID?'. Under 'Password', there is a text input field with the placeholder 'Enter Your Password' and a link 'Forgot your Password?'. To the right of these fields, there are links for 'Your CaneID Account', 'Change Your Password', 'Change Your Security Question', and 'Help Topics' with a sub-link 'Help with CaneID'. At the bottom left, there is a prominent orange 'Sign in' button. At the bottom of the page, there is a security warning: 'For security reasons, log out of UM Single Sign-On and quit your web browser when you are done accessing service that require CaneID authentication. Be wary of any program or web page that asks you for your username and password. Secure University of Miami web pages that ask you for your username and password will generally have URLs that begin with "https://caneid.miami.edu" or "https://caneidhelp.miami.edu". In addition, your browser should visually indicate that you are accessing a secure page.'

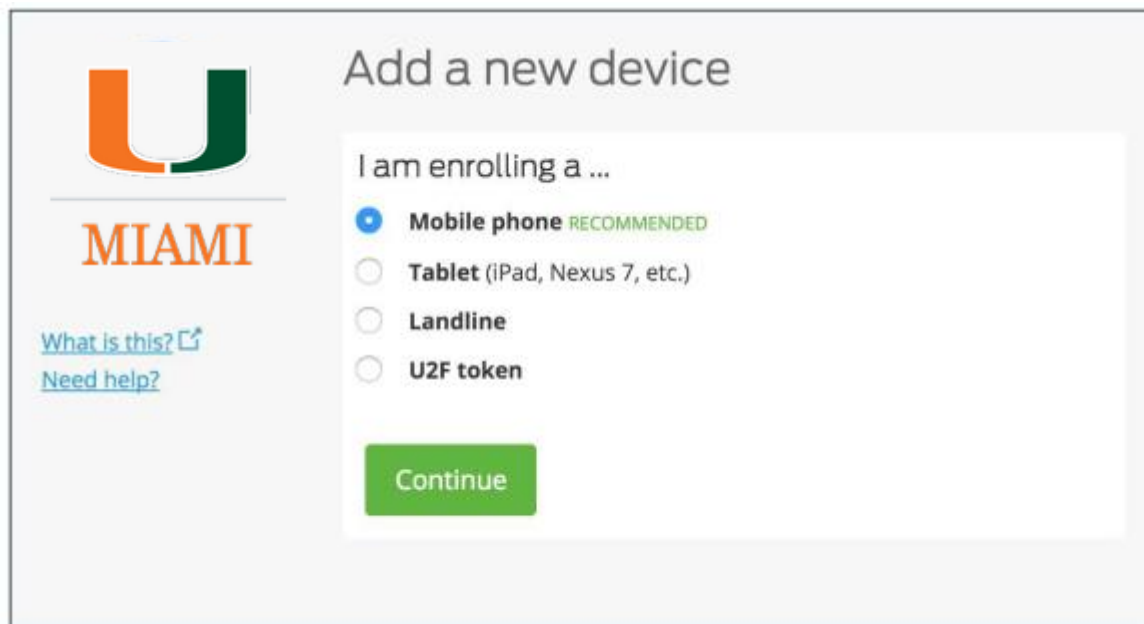
## 2. Duo MFA Setup Screen

You will then see the Duo MFA setup screen. Click “**Start setup**” to begin enrolling your device.



## 3. Choose the Type of Device You're Enrolling

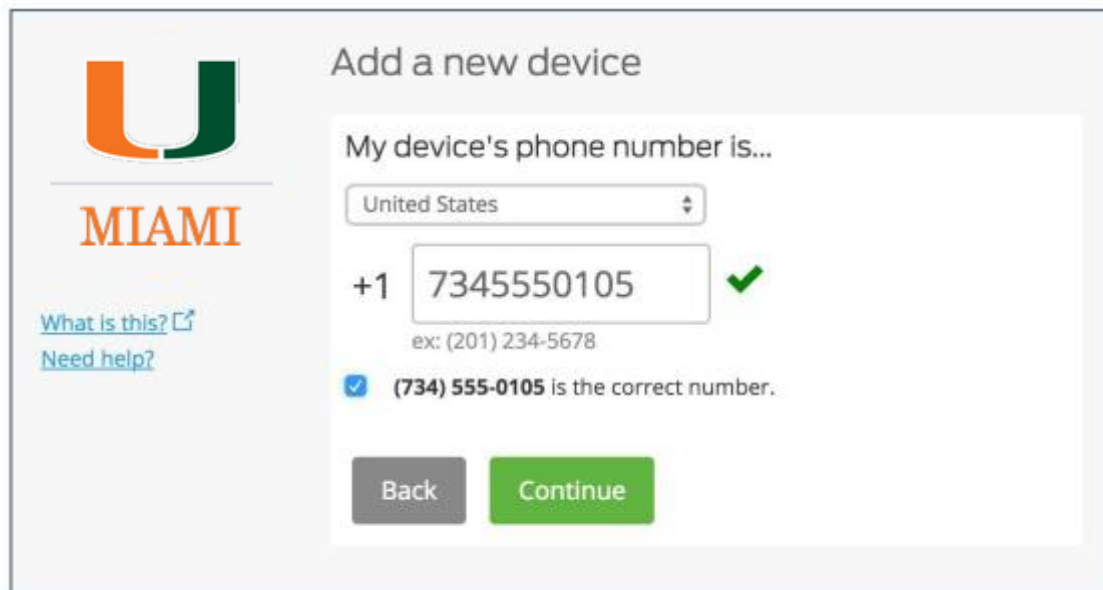
Select the type of device you'd like to enroll and click “**Continue**.” We recommend using a smartphone for the best experience, but you can also enroll a landline telephone, **token**, or iOS/Android tablets.



## 4. Type Your Phone Number

**Select your country** from the drop-down list and **type your phone number**. Use the number of your smartphone, landline, or cell phone that you'll have with you when you're logging in to a Duo-protected service. You can enter an extension if you chose "Landline" in the previous step.

Then double-check that you entered it correctly, check the box, and click "**Continue**".



MIAMI

What is this? [↗](#)  
Need help?

### Add a new device

My device's phone number is...

United States

+1 7345550105 ✓

ex: (201) 234-5678

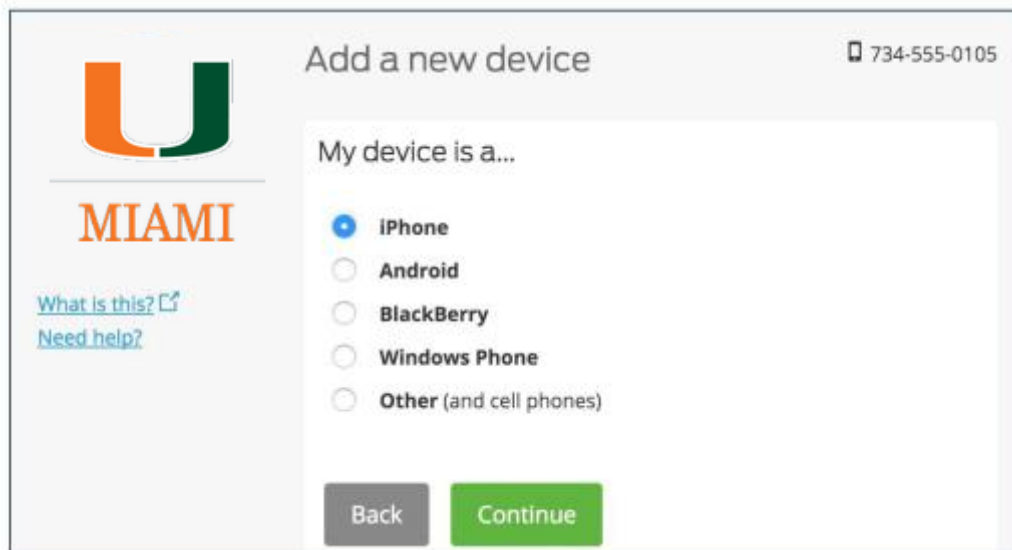
(734) 555-0105 is the correct number.

Back Continue

If you're enrolling a tablet, you aren't prompted to enter a phone number.

## 5. Choose Your Device Platform

Choose your device's operating system and click "**Continue.**"



MIAMI

What is this? [↗](#)  
Need help?

### Add a new device

734-555-0105

My device is a...

iPhone

Android

BlackBerry

Windows Phone

Other (and cell phones)

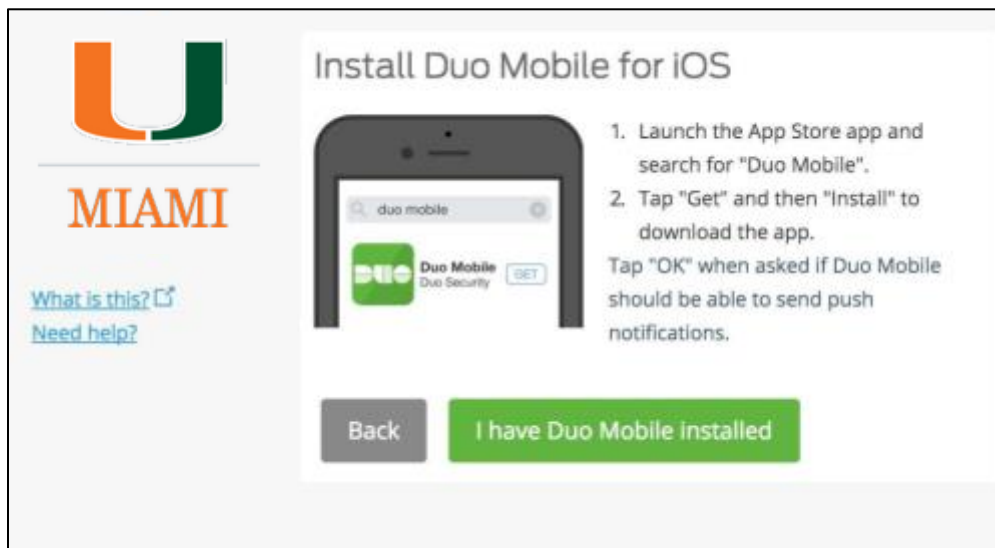
Back Continue

## 6. Install Duo Mobile

Duo Mobile is an app that runs on your smartphone and helps you authenticate quickly and easily. Without it you'll still be able to log in using a phone call or text message\*, but for the best experience we recommend that you use Duo Mobile.

(\*Note: if you do not wish to install the Duo Mobile app, but are enrolling a smartphone, please click "**Back**" and select "**Other (and cell phones)**" in order to bypass the Duo Mobile app download screen.)

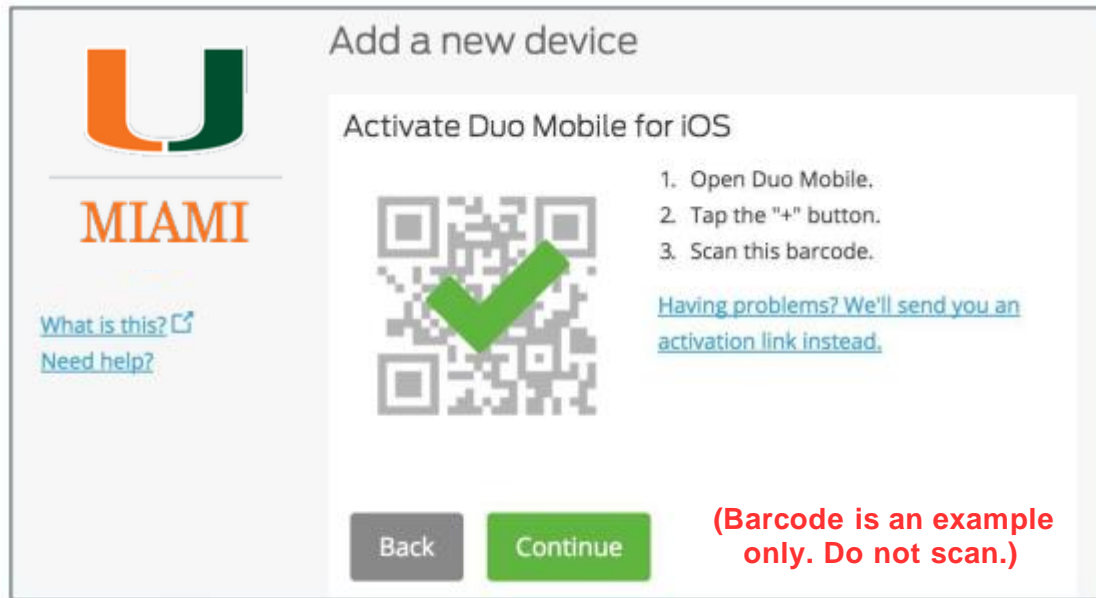
Follow the platform-specific instructions on the screen to install Duo Mobile. After installing our app return to the enrollment window and click "**I have Duo Mobile installed.**"



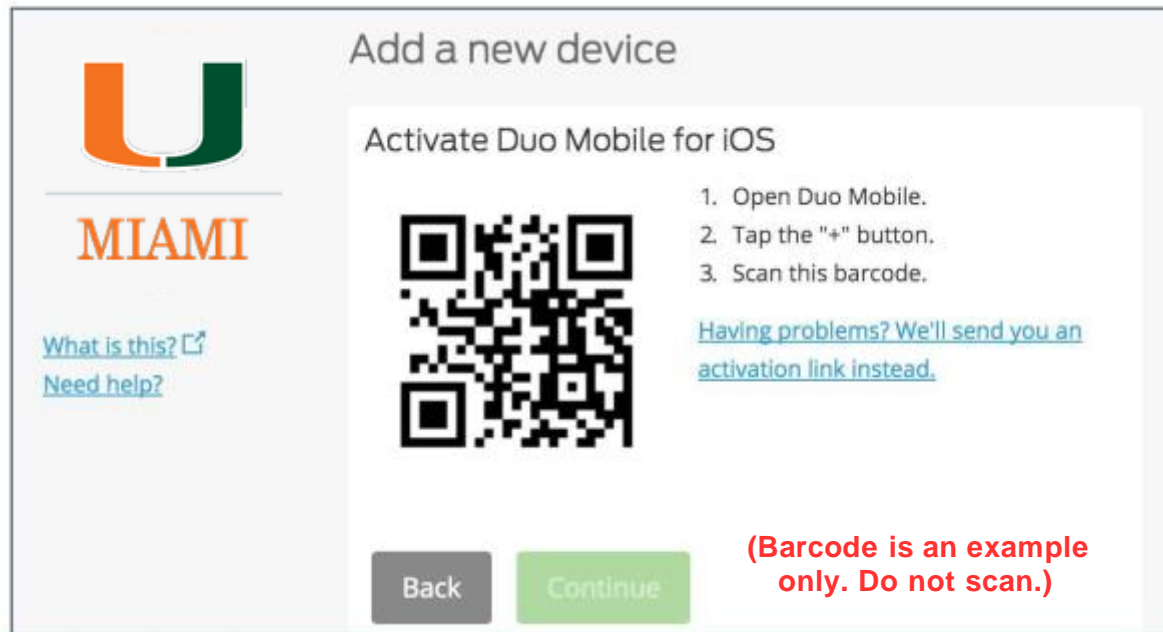
## 7. Activate Duo Mobile

Activating the app links it to your account so you can use it for authentication.

On iPhone, Android, Windows Phone, and BlackBerry 10, activate Duo Mobile by scanning the barcode with the app's built-in barcode scanner. Follow the platform specific instructions for your device.



The “**Continue**” button is clickable after you scan the barcode successfully.



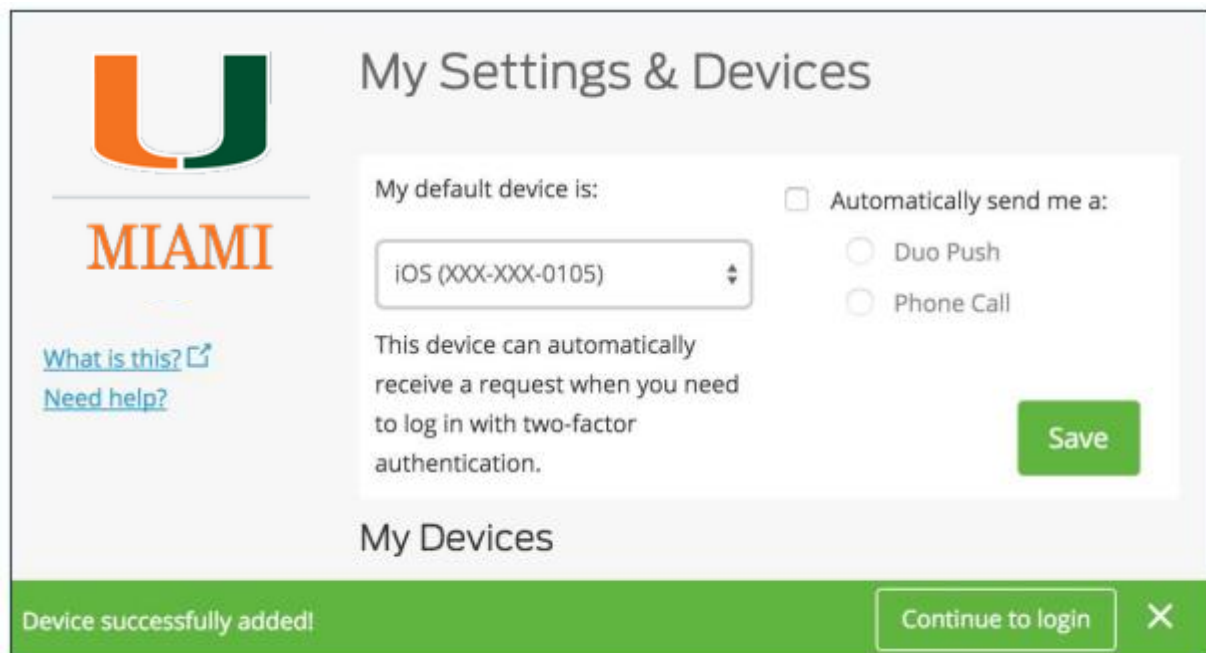
Can't scan the barcode? Click “**Having problems? We'll send you an activation link instead.**” and follow the instructions.

## 8. Configure Automatic Device Options (optional)

If this is the device you'll use most often with Duo\*, then you may want to enable the “**Automatically send me a:**” option and choose either “**Duo Push**” or “**Phone Call.**” With this option enabled Duo automatically sends an authentication request via push notification to the Duo Mobile app on your smartphone or a phone call to your device (depending on your selection).

*Note: It is recommended that you register at least two devices, for example, both your smartphone and your office phone. If your smartphone is lost or stolen, you will still be able to access protected systems using your secondary device. You can **add a new authentication device** or **manage your existing devices** via the authentication prompt.*

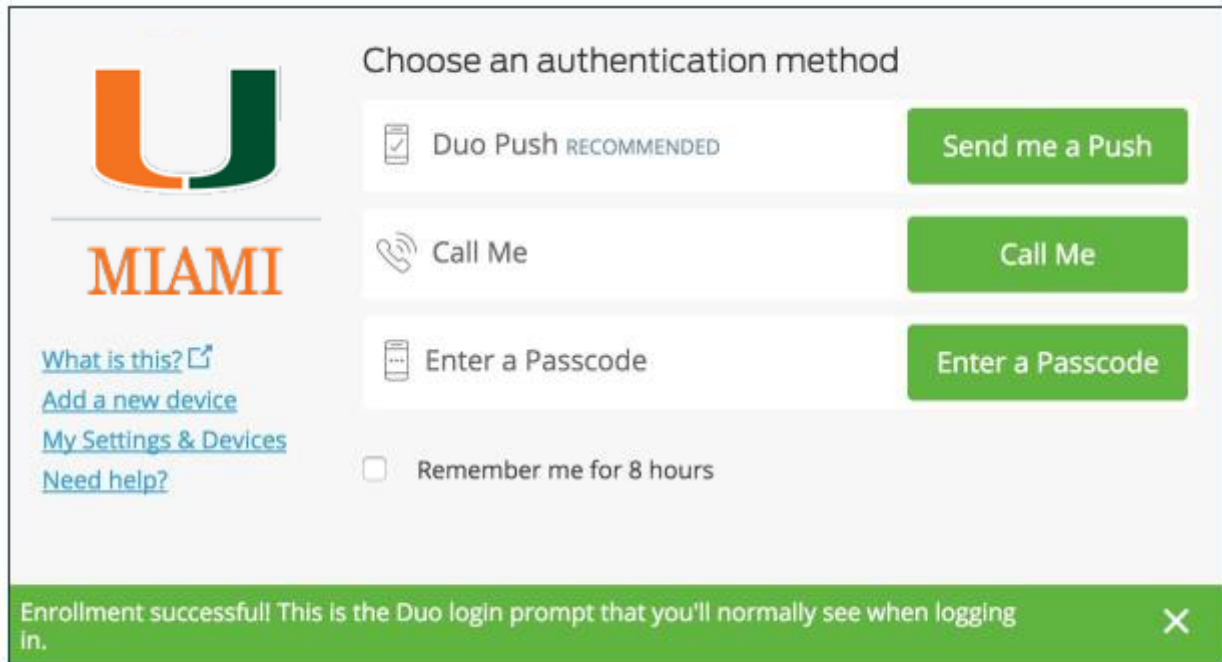
Click “**Continue to login**” to proceed to the authentication prompt.



The screenshot displays the 'My Settings & Devices' interface for a user associated with the University of Miami. On the left, the Miami logo and name are visible, along with links for 'What is this?' and 'Need help?'. The main content area is titled 'My Settings & Devices' and contains a section for 'My default device is:' with a dropdown menu currently set to 'iOS (XXX-XXX-0105)'. To the right of this section, there is a checkbox for 'Automatically send me a:' with two radio button options: 'Duo Push' and 'Phone Call'. Below the device selection, a message states: 'This device can automatically receive a request when you need to log in with two-factor authentication.' A green 'Save' button is positioned to the right of this message. At the bottom of the page, a green banner displays the message 'Device successfully added!' and a 'Continue to login' button with a close icon (X).

## Congratulations!

Your device is ready to approve Duo authentication requests. Click “**Send me a Push**” to give it a try (with the Duo Mobile app). All you need to do is tap “**Approve**” on the Duo login request received at your phone.



The screenshot shows a web interface for Duo authentication enrollment. On the left, there is the Miami University logo (a stylized 'U' in orange and green) and the word 'MIAMI' in orange. Below the logo are four links: 'What is this?', 'Add a new device', 'My Settings & Devices', and 'Need help?'. The main content area is titled 'Choose an authentication method' and contains three options, each with a green button: 'Duo Push RECOMMENDED' with a 'Send me a Push' button, 'Call Me' with a 'Call Me' button, and 'Enter a Passcode' with an 'Enter a Passcode' button. There is also a checkbox labeled 'Remember me for 8 hours'. At the bottom, a green banner displays the message: 'Enrollment successful! This is the Duo login prompt that you'll normally see when logging in.' with a close button (X) on the right.

## Learn More about MFA

Have questions? Visit the Duo MFA service webpage for more information:  
<http://miami.edu/multifactor>.