DUO - Two Factor Authentication

Managing Duo Settings & Devices

1. Go to 2fa.msstate.edu.
2. On the right hand side click on Two-Factor Setup and Maintenance.
3. Now click on **Generate a Two-Factor Authentication Passcode**. You will have to enter information at prompts after this.
4. After clicking **Submit** on the last screen you will be given a **Passcode**. This passcode will be good for 24 hours. **Please write your passcode down.** After the passcode is written down please click **Exit**.

5. Now you will need to revisit **2fa.msstate.edu**. You will now click on **Enroll in or Manage Two-Factor Authentication**.
6. This will bring you to a prompt asking for a **Duo Push** or a **Passcode**. Click on **Enter a Passcode**.
7. After logging in with your 24 hour Passcode you will be taken to the following screen.

8. Click on **Add/Manage Device**. This will take you to your **Settings & Devices**. Click on **Device Options**.
9. Click on Reactivate Duo Mobile.

10. Choose what type of phone that you have and then click Continue.
11. Install Duo Mobile for *your phone type*: If you do not already have Duo Mobile installed you must install it now. Then click on I have Duo Mobile installed.

12. On your device, open Duo. Look in the upper right hand corner.

   iPhones
   
      ![Icon for iPhones]

   Androids
   
      ![Icon for Androids]

Click on the icon on your device.
It will ask you to scan the barcode that will display on the screen. After scanning the barcode, it will add your account on your phone. Then click Continue.

NOTE: If your camera on your phone does not work you can choose to have an activation link emailed to you instead by clicking the link highlighted in blue above.
13. After successfully scanning the barcode and it is added to your phone you will see the image below. Click Continue.