Using a Fob for Duo

1. If you are unable to use a smart phone or tablet, you can opt to use a key fob for Duo. Please visit 108 Allen Hall and we will assign one to your NetID.

2. Click on the drop down menu beside Device and choose Token. If you want to only enter a Passcode once a day, please check the box next to “Remember me for 24 hours.” Now click the Enter a Passcode button.
3. When you click the **Enter a Passcode** button, it will change to a **Log In** button.

![Login button and passcode field](image1.png)

4. On the Duo Fob click the **gray button** and you will have a six digit number display on the fob.

![Duo Fob with highlighted gray button](image2.png)
5. Click in the field next to the Log In button and type in the number displayed.

6. You should see text at the bottom of the Duo window that says “Success!” And then “Logging you in.”