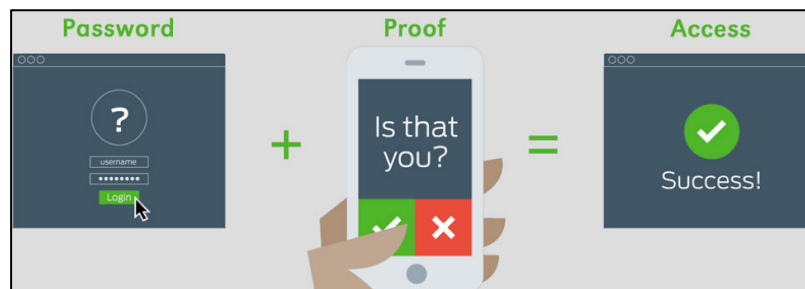


## TWO-STEP LOGIN: GETTING STARTED

Two-step login with Duo, also known as two-factor authentication, protects your account by adding an extra layer of security beyond your password. With two-step login, you will need to provide additional confirmation of your identity to gain access to online resources at the university.

*Follow these steps to set up two-step login.*

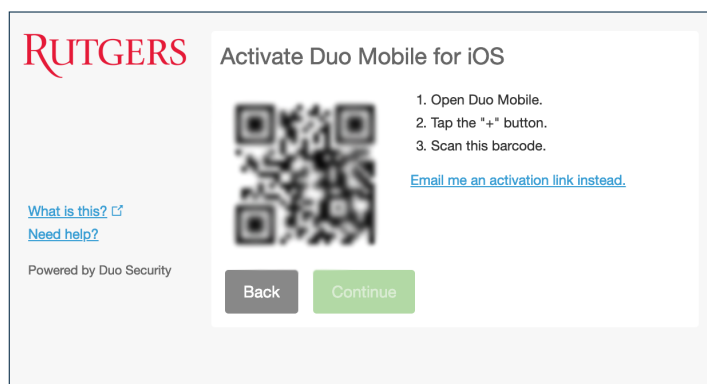


- 1 On your computer, go to the *Two-factor authentication set-up and management webpage* at <https://go.rutgers.edu/setup>. Sign in with your NetID and click **Start setup** to begin enrolling your device.
- 2 Select the type of device you'd like to enroll and click **Continue**. We recommend using a smartphone for the best experience.
- 3 Select your country from the drop-down list and type in the phone number of the phone that you'll have with you when you're logging in to a Duo-protected service. Double-check that you entered it correctly, check the box, and click **Continue**.
- 4 Choose your device's operating system (i.e. iOS, Windows, Android, etc.) and click **Continue**.
- 5 Duo Mobile is the app to download that will run on your smartphone and help you with two-step login 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. With the app installed you will get a notification on your phone to approve your login.

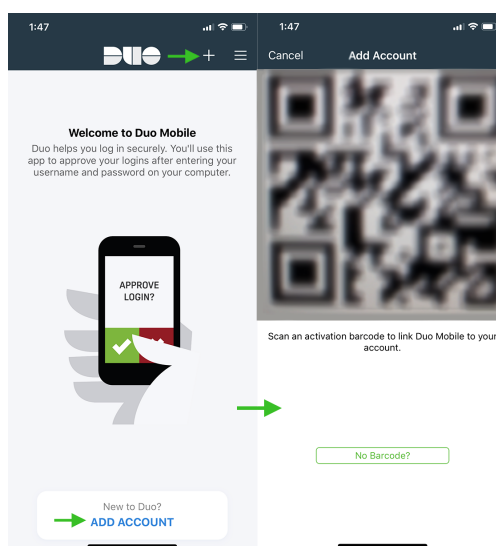
Follow the platform-specific instructions on the screen to install the app. After installing, return to the enrollment window and click **I have Duo Mobile installed**.

- 6 Installing the app will link it to your account so you can use it for authentication. On your

cellphone, activate Duo Mobile by scanning the barcode with the app's built-in barcode scanner. Follow the platform specific instructions for your device.



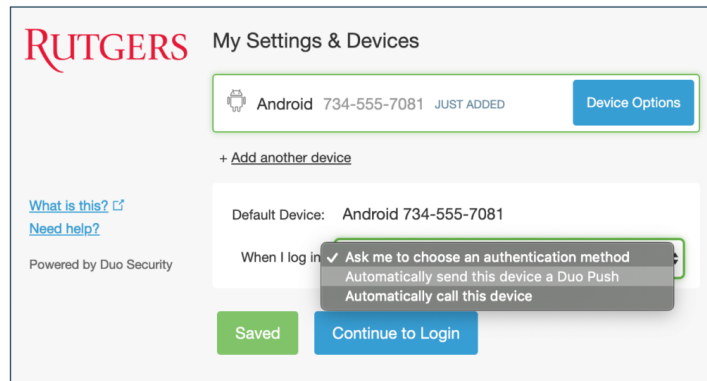
For mobile devices, open the Duo Mobile app and select the + button. Use your phone's camera viewfinder to position the barcode on your screen inside the viewfinder as shown below.



The **"Continue"** button is clickable after the barcode is scanned successfully. **Can't scan the barcode?** Select **"Email me an activation link instead"** and follow the instructions.

- 7 You can use **Device Options** to give your phone a more descriptive name, or you can click **Add another device** to start the enrollment process again and add a second phone or another authenticator. If this is the device you'll use most often with Duo then you may want to enable automatic push requests by changing the **When I log in:** option and changing the setting from "Ask me to choose an authentication method" to "Automatically send this device a Duo Push" or "Automatically call this device" and click **Save**.

With one of the automatic options 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).

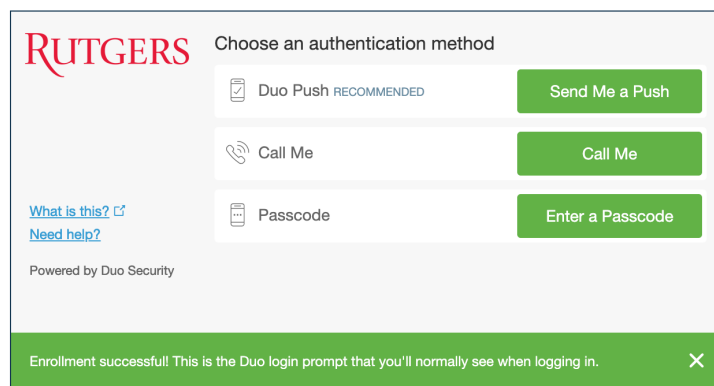


Click **Continue** to login to proceed to the Duo Prompt.

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## CONGRATULATIONS!

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



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## WANT TO LEARN MORE?

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