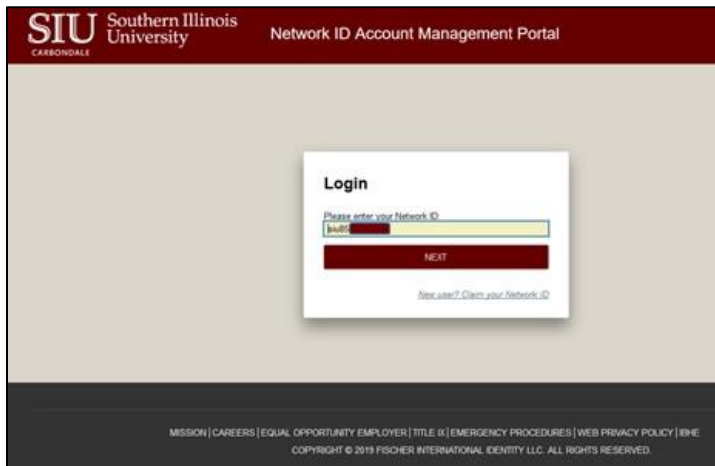


Multi-Factor Authentication (MFA)

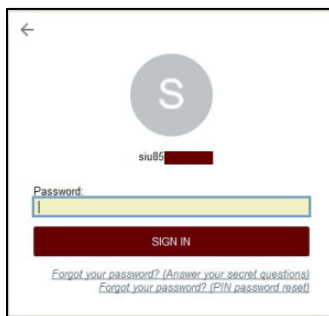
Multi-Factor Authentication (MFA) is an added security measure to help protect your log in credentials and the SIU accounts, systems, and tool you access. Registered students, faculty, and staff will be required to use this security tool starting in January 2021. New students who are not enrolled in classes yet, will not be able to enroll in MFA until they have registered for classes.

Setting up Multi-Factor Authentication (MFA)

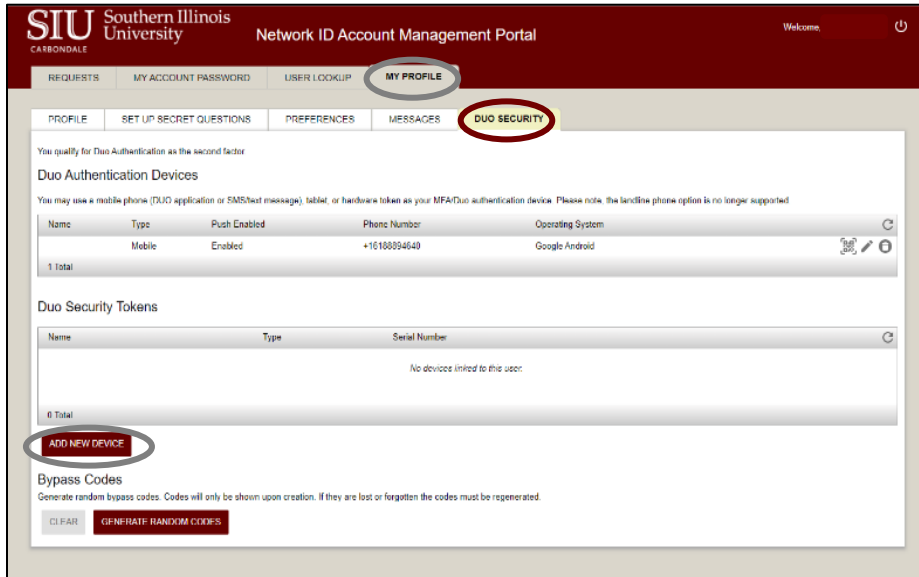
1. In your browser, go to netid.siu.edu.
2. Enter your Network ID (i.e., SIU85XXXXXX)
3. Click **Next**.



4. Enter your current password in the **Password** field.
5. Click the **Sign In** button.



6. Click the **MY PROFILE** tab.
7. Click the **DUO SECURITY** tab.



8. Click the **ADD NEW DEVICE** button.
9. Select the type of device you will use.

Add new Duo device

What type of device are you adding?

Mobile phone
 Tablet (iPad, Nexus 7, etc.)
 Hardware Token

10. Click the **NEXT** button.
11. Based on the type of device you will be using, select the appropriate instructions to follow.

Mobile Phone Users:

12. Enter a name for your device.

Add new Duo device

*Device name:

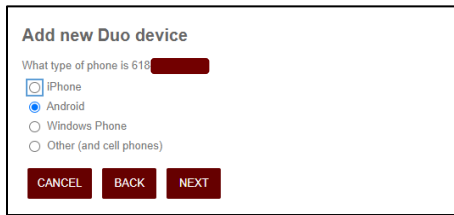
13. Click the **NEXT** button.
14. Enter your cell phone number.

Add new Duo device

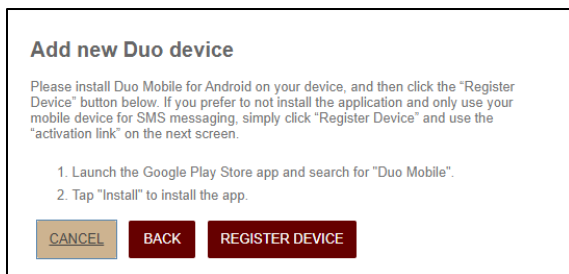
*Enter your phone country code:

*Enter your phone number:

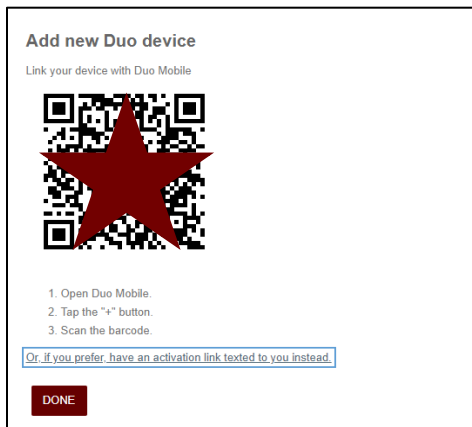
15. Click the **NEXT** button.
16. Select the type of cell phone you have.



17. Click the **NEXT** button.
18. Download and install the Duo App from your device's store.



19. Click the **REGISTER DEVICE** button.
20. With your phone, scan the QR code.



21. Click the **DONE** button.
22. When the device is added, you are done. Within a few minutes, SIU systems will start prompting you for Multi-Factor Authentication (MFA).

Tablet Users:

12. Enter a name for your device.

Add new Duo device

*Device name:

CANCEL BACK NEXT

13. Click the **NEXT** button.

14. Select the type of tablet you have.

Add new Duo device

What type of tablet are you adding?

iOS

Android

CANCEL BACK NEXT

15. Download and install the Duo App from your device's store.

16. Click the **REGISTER DEVICE** button.

Add new Duo device

Please install Duo Mobile for Android on your device, and then click the "Register Device" button below. If you prefer to not install the application and only use your mobile device for SMS messaging, simply click "Register Device" and use the "activation link" on the next screen.


1. Launch the Google Play Store app and search for "Duo Mobile".
2. Tap "Install" to install the app.

CANCEL BACK REGISTER DEVICE

17. With your tablet, scan the QR code.

Add new Duo device

Link your device with Duo Mobile



1. Open Duo Mobile.
2. Tap the "+" button.
3. Scan the barcode.

[Or, if you prefer, have an activation link texted to you instead.](#)

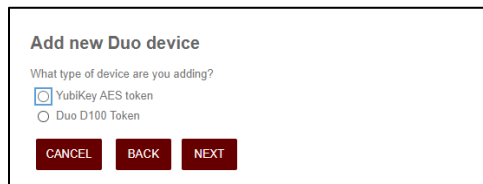
DONE

18. Click the **DONE** button.

19. When the device is added, you are done. Within a few minutes, SIU systems will start prompting you for Multi-Factor Authentication (MFA).

Token Users:

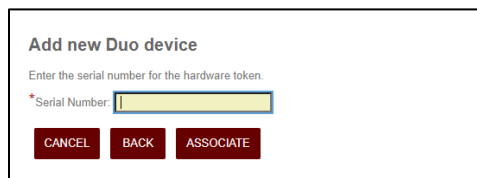
12. Select the type of token you purchased from SalukiTech.



The screenshot shows a web form titled "Add new Duo device". Below the title is the question "What type of device are you adding?". There are two radio button options: "YubiKey AES token" (which is selected) and "Duo D100 Token". At the bottom of the form are three buttons: "CANCEL", "BACK", and "NEXT".

13. Click the **NEXT** button.

14. Enter your token's serial number.



The screenshot shows the same "Add new Duo device" form. The question now is "Enter the serial number for the hardware token." Below this is a text input field labeled "*Serial Number:" with a light green border. At the bottom are three buttons: "CANCEL", "BACK", and "ASSOCIATE".

15. Click the **ASSOCIATE** button.

16. Follow the instruction on screen to complete the setup.

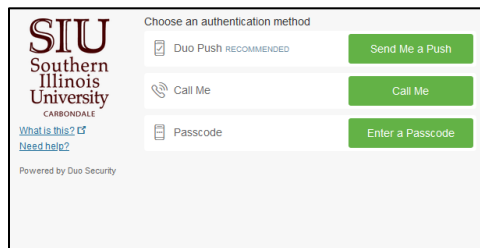
17. When the device is added, you are done. Within a few minutes, SIU systems will start prompting you for Multi-Factor Authentication (MFA).

Using Multi-Factor Authentication (MFA)

When logging into SIU systems, you will periodically be prompted to authenticate your entry through DUO. You may use the Enter a Passcode or Send Me a Push option. The Enter a Passcode selection has two available options; either enter the code from the hardware token purchased from SalukiTech or enter the code from a text message sent to your cell phone.

Push

1. Click the **Send Me a Push**.



The screenshot shows a screen titled "Choose an authentication method". On the left is the SIU logo. The main area has three rows, each with an icon and a green button: "DUO Push RECOMMENDED" with "Send Me a Push", "Call Me" with "Call Me", and "Passcode" with "Enter a Passcode". At the bottom left, there is a link "What is this? Need help?" and the text "Powered by Duo Security".

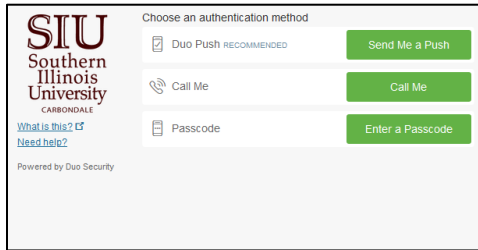
2. Open the **DUO** Mobile app on your phone.

3. Click the **Approve** button highlighted in green.

4. Once clicked, your device will allow entry into the SIU system which you are trying to access.

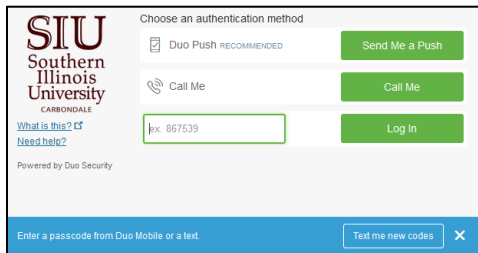
Text

1. Click the **Enter a Passcode.**



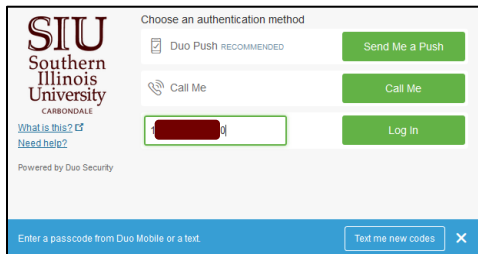
The screenshot shows the SIU authentication interface. On the left is the SIU logo and text: 'SIU Southern Illinois University CARBONDALE', with links for 'What is this?' and 'Need help?'. Below the logo is the text 'Powered by Duo Security'. The main area is titled 'Choose an authentication method' and contains three rows of 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. The 'Passcode' option is highlighted with a light blue background.

2. Click **Text me new codes.**



This screenshot shows the same authentication page as the previous one, but with the 'Passcode' option selected. A text input field below the 'Call Me' button contains the phone number '867539'. A 'Log In' button is now visible to the right of the input field. At the bottom of the page, a blue banner contains the text 'Enter a passcode from Duo Mobile or a text.' and a 'Text me new codes' button with a close icon.

3. Enter the code from the text message received on your cell phone.

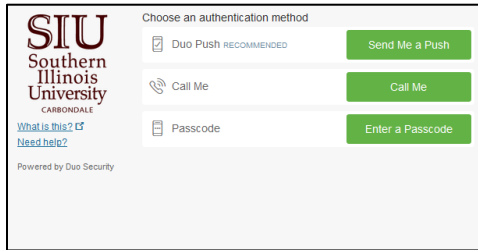


This screenshot shows the authentication page with the phone number input field now containing a redacted passcode (represented by a black box). The 'Log In' button remains visible. The blue banner at the bottom is still present with the 'Text me new codes' button.

4. Click **Log In.**
5. Once clicked, your device will allow entry into the SIU system which you are trying to access.

Token

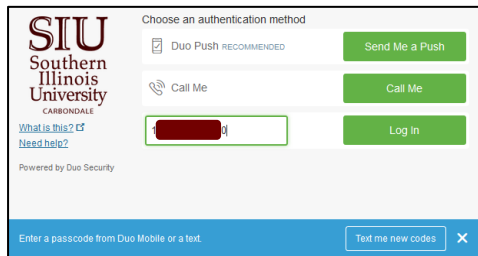
1. Click the **Enter a Passcode.**



2. Enter the code from the hardware token purchased from SalukiTech.



3. Click **Log In.**



4. Once clicked, your device will allow entry into the SIU system which you are trying to access.