UT System Administration Two-Factor Authentication with Duo

As you may already know, passwords alone are no longer enough to properly secure University data. Advances in computing technology have made password cracking easy and social engineering techniques like phishing provide fraudsters with the passwords needed to access our information. This has become a serious problem which requires a better way to prevent access by criminals with stolen user accounts and passwords. The solution to this problem is Two-Factor authentication, or 2FA. Two-factor authentication provides an added layer of protection and minimizes the risk of unauthorized access to our information resources.

Enrolling Your Mobile Device

The Duo 2FA self-enrollment process makes it easy to register your phone and install the mobile application on your smartphone or tablet. The app prompts you to enroll when you log into a protected VPN, server, or web application. **You will need a computer and your mobile device (phone or tablet) to complete the enrollment process.** Enrollment can be completed from either your home or other remote location, or in the office.

Please click the following link from your computer to begin: [https://apps.utsystem.edu/2fa](https://apps.utsystem.edu/2fa)

1. **Welcome Screen**
   Click **Start Setup** to get started.

   ![Start Setup](https://apps.utsystem.edu/2fa)

   **Protect Your UT System Account**
   Two-factor authentication enhances the security of your account by using your phone to verify your identity. This prevents anyone but you from accessing your account, even if they know your password. This process will help you set up your account with this added layer of security.

   ![Start setup](https://apps.utsystem.edu/2fa)

2. **Choose Your Authenticator**
   A smartphone is recommended for the best experience.

   ![Choose Your Device](https://apps.utsystem.edu/2fa)

   **Choose Your Device**
   What type of device do you want to enroll with Duo? You'll be able to add another device after this.
   - Mobile phone **RECOMMENDED**
   - Tablet (iPad, Nexus 7, etc.)
   - Landline

   ![Continue](https://apps.utsystem.edu/2fa)
3. Type Your Phone Number
Select your country 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.

- You can enter an extension if you chose "Landline" in the previous step.
- Double check the number to ensure it is correct
- Click Continue

4. Choose Platform
Choose your device's operating system.

5. Install Mobile App
Duo Mobile is an application that runs on your phone and helps you authenticate. Without it you'll still be able to log in using a phone call or text message, but it is strongly recommended that you use Duo Mobile to authenticate quickly and easily.

Follow the platform-specific instructions on the screen to install Duo Mobile.
6. Activate Duo Mobile
Activating the application will link 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. Choose your platform for specific instructions:

The "Continue" button is clickable after you scan the barcode.

**NOTE:** If the barcode cannot be scanned, click the Can’t scan the barcode link and then follow the instructions.

7. Your Enrollment is Complete

After enrollment, you can verify that 2FA is working by logging in to this website: https://apps.utsystem.edu/2fa/congrats.htm

**Authenticating with the Duo Push Method**
The following services will be affected by the deployment of two-factor authentication:

**Remote Access Services affected:**
1. Cisco VPN network access
2. Connect - Desktop Remote Access
3. Terminal Server Access

**Websites affected***:
4. PeopleSoft Employee Portal

*Other services will be added at a later date.
Authentication Prompt

1. Once you login to UT Share, you will be taken to the Authentication Prompt page
   a. Select your institution

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Select your home institution

UT Share requires that you authenticate with your home institution. Please either select it from the list below, then click 'Select', or you may use the search-as-you-type feature by typing a partial name into the search box below, then clicking 'Search'.

Please do not create a bookmark or favorite in your web browser on this page. This page is not part of the application you are accessing. You may create a bookmark/favorite after you complete the authentication process.

Enter organization name (partial ok):  
Search

Or choose from a list:

The University of Texas at Austin > Select > Remember for session
```

2. Your institution credential page will appear (UT System is used for this example).
   a. Log in as normal

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The University of Texas System

SNAC Username
Password

submit
```

3. Select the desired method of authentication
   a. Click Log in

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UT System Administration

2FA

two-factor authentication
```

Methods of authentication

<table>
<thead>
<tr>
<th>METHOD</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Duo Push</td>
<td>This method <strong>pushes a login request</strong> to your phone or tablet (if you have Duo Mobile installed and activated on your iPhone, Android, Microsoft, or BlackBerry device). Open <strong>Duo Mobile</strong> on your phone, review the request and tap <strong>Approve</strong> to login. <strong>NOTE:</strong> This is the simplest method because it does not require retyping a code.</td>
</tr>
<tr>
<td>Phone Call</td>
<td>You will receive a telephone call and can push any key on your phone to continue.</td>
</tr>
<tr>
<td>Passcode</td>
<td>Login using a passcode, generated with Duo Mobile, sent via SMS, or provided by an administrator. Click <strong>Send SMS passcodes</strong> to get a new batch of passcodes.</td>
</tr>
</tbody>
</table>

**Screenshots with the Duo Push Method**

**Duo push on iphone**
- UT Tyler is used for this example
4. Once the login is approved from your smartphone, you will be logged into the service.