

Getting Started with Duo Two-Factor Authentication @ NJIT

What is Duo?



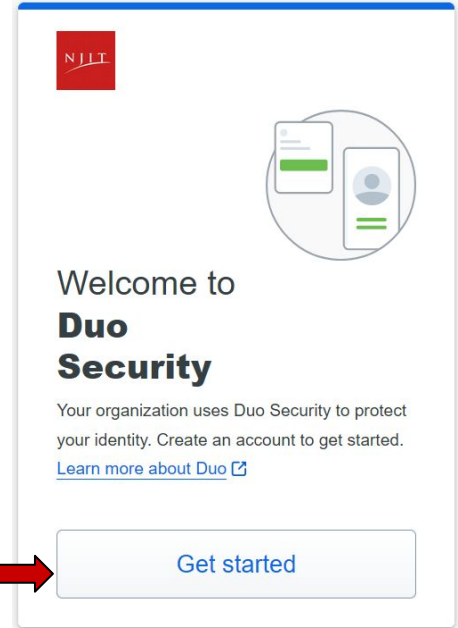
Duo is NJIT's Two-Factor Authentication system, which provides an extra layer of security to your account.

You will need to use Duo when logging into anything that uses your NJIT username and password. **Do not** set-up Duo on a device that is not yours. (e.g. a family member's phone)

When to Set up Duo

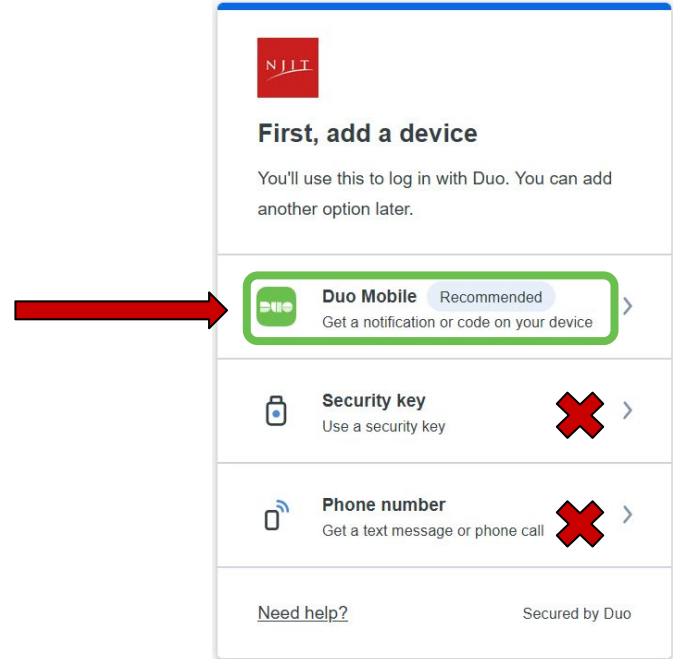
After you log into my.njit.edu you will be prompted to perform the initial set up.

Click *Get Started*



Setting up Duo Mobile

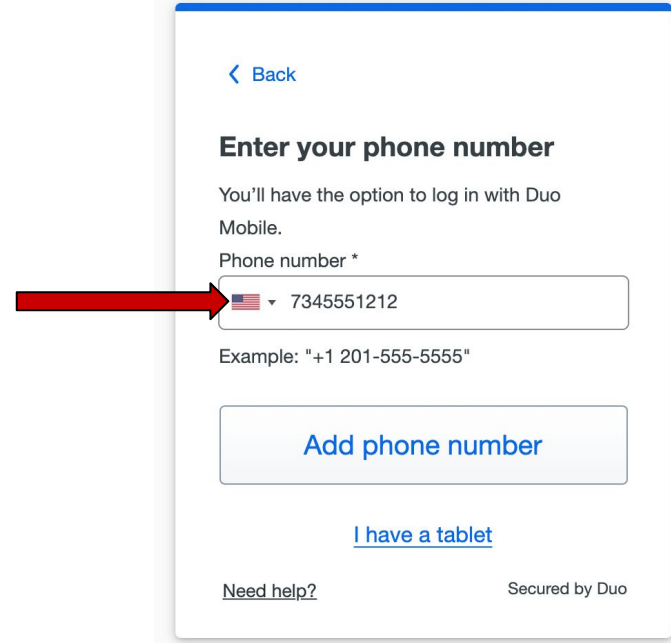
Select the **Duo Mobile** option (security key and or phone number should be secondary).



Setting up Duo Mobile

Enter your **Phone Number**

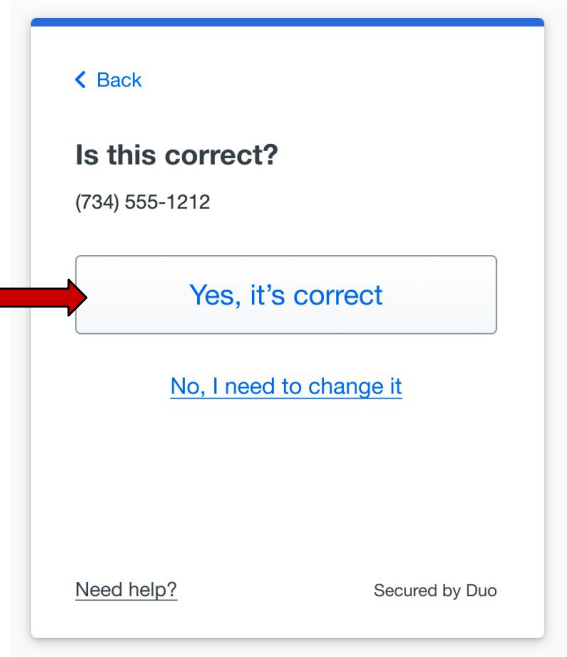
This should be a U.S. based phone number for calls and texts if possible.



The screenshot shows a mobile interface for entering a phone number. At the top left is a blue back arrow and the text '< Back'. Below that is the heading 'Enter your phone number' in bold. Underneath is the text 'You'll have the option to log in with Duo Mobile.' followed by 'Phone number *'. A text input field contains a dropdown menu with a US flag icon and the number '7345551212'. A red arrow points from the left towards this input field. Below the input field is the text 'Example: "+1 201-555-5555"'. At the bottom is a large blue button labeled 'Add phone number'. Below the button is a link that says 'I have a tablet'. At the very bottom, there is a link 'Need help?' on the left and 'Secured by Duo' on the right.

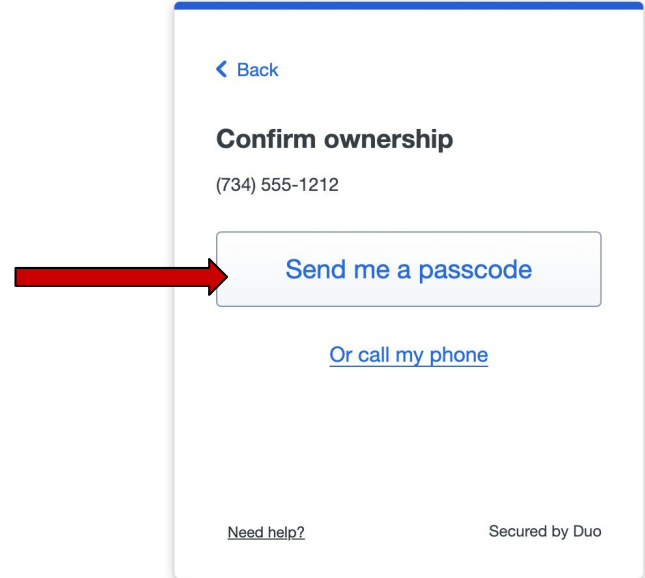
Setting up Duo Mobile

On the next screen it will have you ensure that you entered your phone number correctly. If correct click on **Yes, it's correct**.



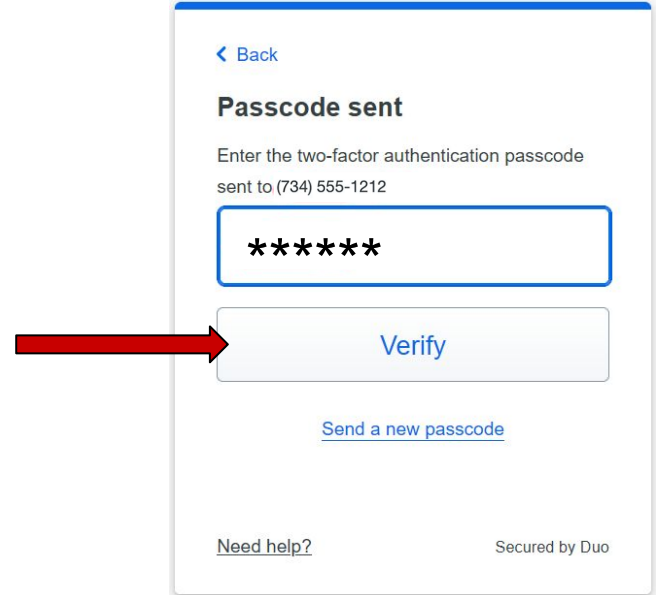
Setting up Duo Mobile

Click **Send me a passcode**.



Setting up Duo Mobile

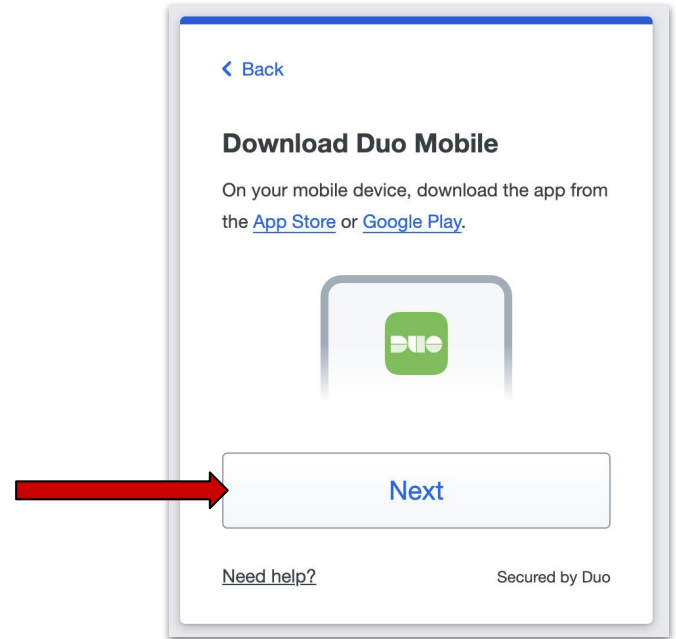
On the next screen enter the passcode sent to your phone. Click **Verify**.



The screenshot shows a mobile application interface for Duo Mobile verification. At the top left, there is a blue back arrow and the text '< Back'. Below this is the heading 'Passcode sent' in bold. Underneath, it says 'Enter the two-factor authentication passcode sent to (734) 555-1212'. A text input field contains seven asterisks '*****'. Below the input field is a large, light blue button with the text 'Verify' in blue. A red arrow points from the left towards this 'Verify' button. Below the 'Verify' button is a blue link that says 'Send a new passcode'. At the bottom left, there is a blue link 'Need help?'. At the bottom right, it says 'Secured by Duo'.

Setting up Duo Mobile

Once Verified you will be prompted to download DUO mobile. You will need to download the app from either the App Store or Google Play. Click **Next**.

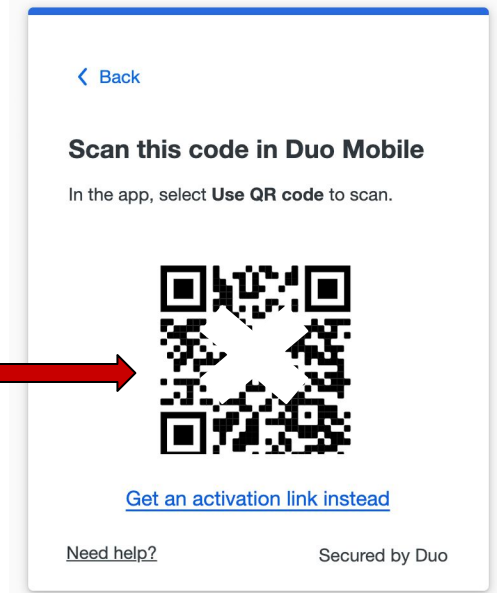


Setting up Duo Mobile

Open the Duo mobile app and **scan the QR code** if you are setting up Duo from your computer.

If you are directly on your phone, select **Get an activation link instead**.

Note: DO NOT scan this QR Code on the presentation



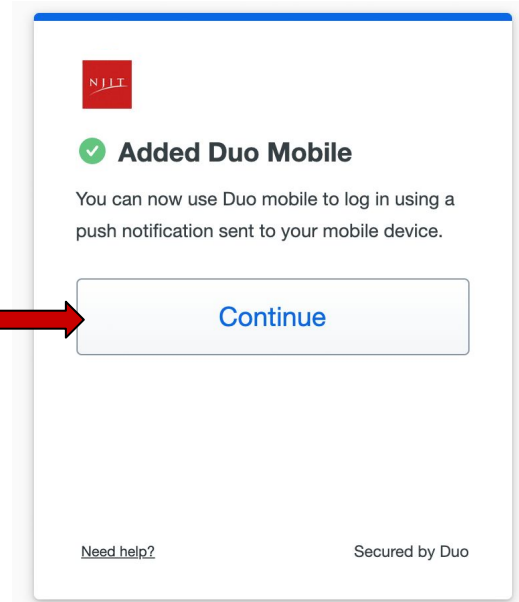
Setting up Duo Mobile

Once the QR code is scanned, DUO will be set up on your device.



Congratulations you have successfully installed Duo Mobile on your phone!

Click **Continue**.



Need Assistance?

IST Service Desk

- Call us at 973-596-2900 for 24/7 support
- Visit us in the Van Houten Library 1st Floor 8 AM - 6 PM Monday through Friday.
- Reach us via web @ nexus.njit.edu
- Send us an email @ servicedesk@njit.edu



[Click here](#) for more information. **NJIT** requires utilizing the **Duo Mobile** app.

[Video Guide](#)