**Duo enduser setup guide.  
What is Multi-Factor Authentication?**

**Multi-Factor Authentication (MFA)** or sometimes called **two-step verification**, is an advanced security layer included with Cisco Duo that makes it more difficult for hackers to get access and gain control of your account. MFA verifies your identity through a two-step process before granting you access to online applications. You may already be using MFA to protect online services such as Gmail or Facebook.  The two verification methods that are usually required to prove your identity are:

* **Information you know** (like your username and password)
* **A unique item you have**(like your cell phone)

When logging in with MFA, you must supply your username/password **AND** prove that you are **in possession of a trusted device** (i.e., phone.)

## Why MFA?

Data breaches are becoming more prevalent in today’s always-connected world.  It is getting harder to recognize the difference from a legitimate login screen and one that is setup as a **phishing** scheme to steal your username and password. Using MFA provides an **additional layer of protection** for your user account. Should someone guess your password or trick you into providing it by posing as a legitimate source, an attacker will still have an additional barrier preventing them access to company data. Only the user of a registered trusted device can lift this barrier, making MFA the preferred security method.

## How Does It Work?

With MFA, you will need to provide an additional verification method to **prove you have access to a trusted device**. When logging into company online resources, you will be required to enter your username and password like normal. Then, you may also need to prove that you have access to a trusted device/phone that you previously registered. Only after **completing the additional verification step** using your trusted device will, you be granted access.

# **Enrolling Your Phone or Tablet in Duo**

Duo prompts you to enroll the first time you log into a protected VPN or web application when using a browser or client application that shows the [interactive Duo web-based prompt](https://guide.duo.com/prompt). Alternatively, you might receive an email from your organization's Duo administrator with an enrolment link.

**Agenda:**   
DUOS MFA must be implemented to avoid unauthorized access of email accounts using 2nd factor authentication.  
  
**Scope Definition:**  
As a scope of this Project CISCO Duos MFA will be implemented in the first phase for On-prem all exchange users followed by the rest of the other application like AnyConnect VPN and server authentication

**To configure Cisco Duo MFA, Please follow the below steps:-**

1. Login to your YASH web mail account - <https://mail.yash.com/owa>
2. Once login, please search email from DUO Security [no-reply@duosecurity.com](mailto:no-reply@duosecurity.com).

Graphical user interface, text, application, email

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## Step One: Welcome Screen

Click **Start setup** to begin enrolling your device.

Graphical user interface, application

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## Step Two: Choose Your Authentication Device Type

Select the type of device you'd like to enroll and click **Continue**. We recommend using a smartphone for the best experience, but you can also enroll a landline telephone, [a security key](https://guide.duo.com/security-keys), or iOS/Android tablets.

Graphical user interface, application, Teams

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## Step Three: Type Your Phone Number

Select your country from the drop-down list 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 to a Duo-protected service. You can enter an extension if you chose "Landline" in the previous step.

Double-check that you entered it correctly, check the box, and click **Continue**.

Graphical user interface, application, Teams

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1. Select the Country and enter your mobile number, and select the check box (You entered 8888 number is correct number)and Click on Continue.

Graphical user interface, application

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If the phone number, you entered already exists in Duo as the authentication device for another user then you'll need to enter a code sent to that number by phone call or text message to confirm that you own it.

Graphical user interface, website, Teams

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Choose how you want to receive the code and enter it to complete verification and continue. If you're enrolling a tablet you aren't prompted to enter a phone number.

Graphical user interface, application, Teams

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Enter the 6- digit code and click on Verify and Continue.

## Step Four: Choose Platform

Choose your device's operating system and click **Continue**.

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**Step Five: Install Duo Mobile**

**Why use Duo Mobile?**

* It's fast & easy
* Works in any country
* Doesn't require cell service

Duo Mobile is an app that runs on your smartphone and helps you authenticate 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.

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

Graphical user interface, application

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## Step Six: Activate Duo Mobile

Activating the app links it to your account so you can use it for authentication.

On iPhone, Android, and Windows Phone activate Duo Mobile by scanning the barcode with the app's built-in barcode scanner. Follow the platform specific instructions for your device:

Qr code

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If this is the first account you're adding to Duo Mobile, step through the introduction screens and then tap **Use a QR code** to scan the barcode.

Graphical user interface, application

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Can't scan the barcode? Click Or, have an activation link emailed to you instead. and follow the instructions. If you enroll in Duo from an Android or iOS device, instead of scanning a barcode tap the Take me to Duo Mobile button. This will launch Duo Mobile and complete activation of the account.

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## Step Seven: Configure Device Options (optional)

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).

Graphical user interface, text, application

Description automatically generated

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Graphical user interface, text, application, chat or text message

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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

Now please signed out from your webmail and sign-in back.

Graphical user interface, application

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## Add or Manage Devices After Enrollment

If enabled by your administrator, you can add a new authentication device or manage your existing devices in the future via the Duo Prompt.

Otherwise, contact your organization's Duo administrator if you ever need to change your phone number, re-activate Duo Mobile, or add an additional phone.