



THE UNIVERSITY OF TEXAS AT EL PASO

How to Register with Duo
Two-Factor Authentication

Enrollment Guide to Two-Factor Authentication – DUO!

Hi Miners!

You will be able to register for two-factor authentication and once you are registered, you will use it to validate your logins when accessing UTEP resources.

Duo's self-enrollment process makes it easy to register your phone and install the Duo Mobile Application, either on your smartphone or tablet.

Supported Browsers: Chrome, Firefox, Safari, Internet Explorer 8 or later, and Opera.



Let's get started!

Go to my.UTEP.edu and Click 'Sign In'

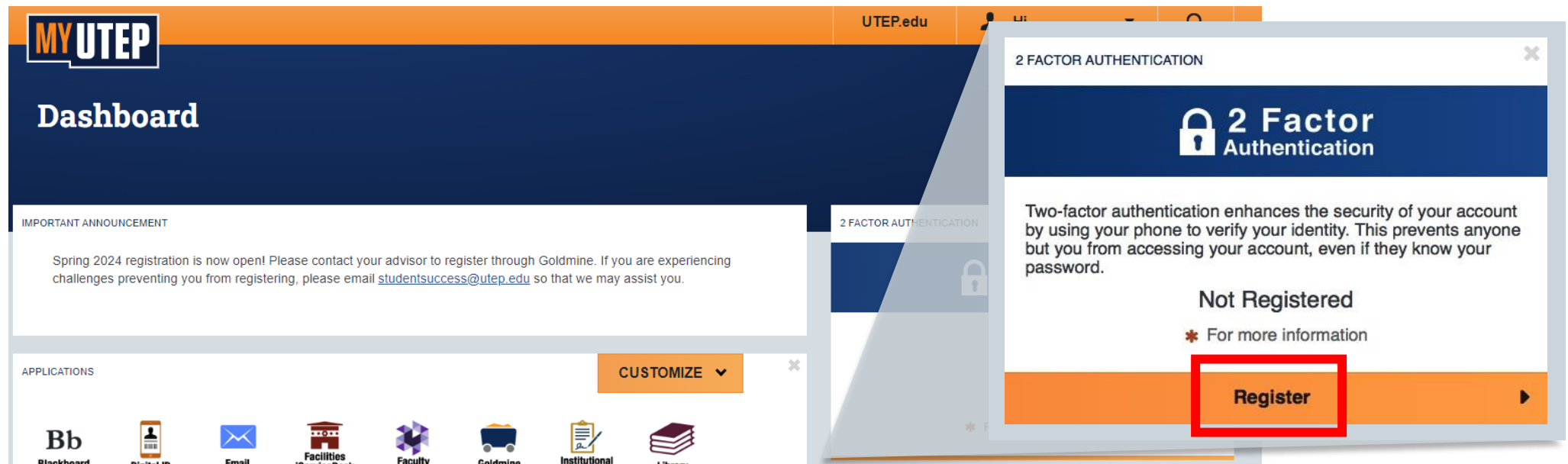
The screenshot shows the my.UTEP.edu website interface. At the top left is the my.UTEP logo. To the right of the logo is a navigation bar with a 'Sign In' link and a search icon. Below the navigation bar is a dark blue banner with the text 'Sign in to view your finances, grades, classes, and more'. A red box highlights the 'Sign In' button in the center of the banner, with a red arrow pointing to it from the left. To the right of the banner are several icons representing different services: an envelope, a graduation cap, a diploma, a computer monitor, a pencil, and a book. Below the banner are two tabs: 'For Students' and 'For Faculty & Staff'. The 'For Students' tab is active. Below the tabs are four columns of links and resources:

- For Students:**
 - Goldmine
 - Blackboard
 - Moodle
 - Student Mail
 - UTEP Map
 - Miner Metro GPS Tracker
- CAMPUS RESOURCES:**
 - Athletics
 - Bookstore
 - Childcare
 - Food Services
 - Library
 - Parking
 - Student Sports Lottery
- FINANCES:**
 - Financial Aid
 - Loans & Installment Plans
 - Make a payment
 - Miner Gold Card Office
 - Money Matters (Financial Planning Guide)
- ACADEMICS:**
 - Academic Calendar
 - Advising
 - Class Search
 - How to Order Transcripts
 - Registration Dates & Info
- EMPLOYMENT:**
 - Career Center
 - Career Planning Resources
 - Internships
 - Jobmine
- HEALTH & SAFETY:**
 - Campus Police
 - Center for Accommodations and Support Services
 - Counseling
 - Environmental Health & Safety
 - Health Center
 - Recreational Sports Department
- TECHNOLOGY:**
 - Assistive Technology Lab
 - Computer Clinic
 - Computer Labs
 - Equipment Checkout
 - Help Desk



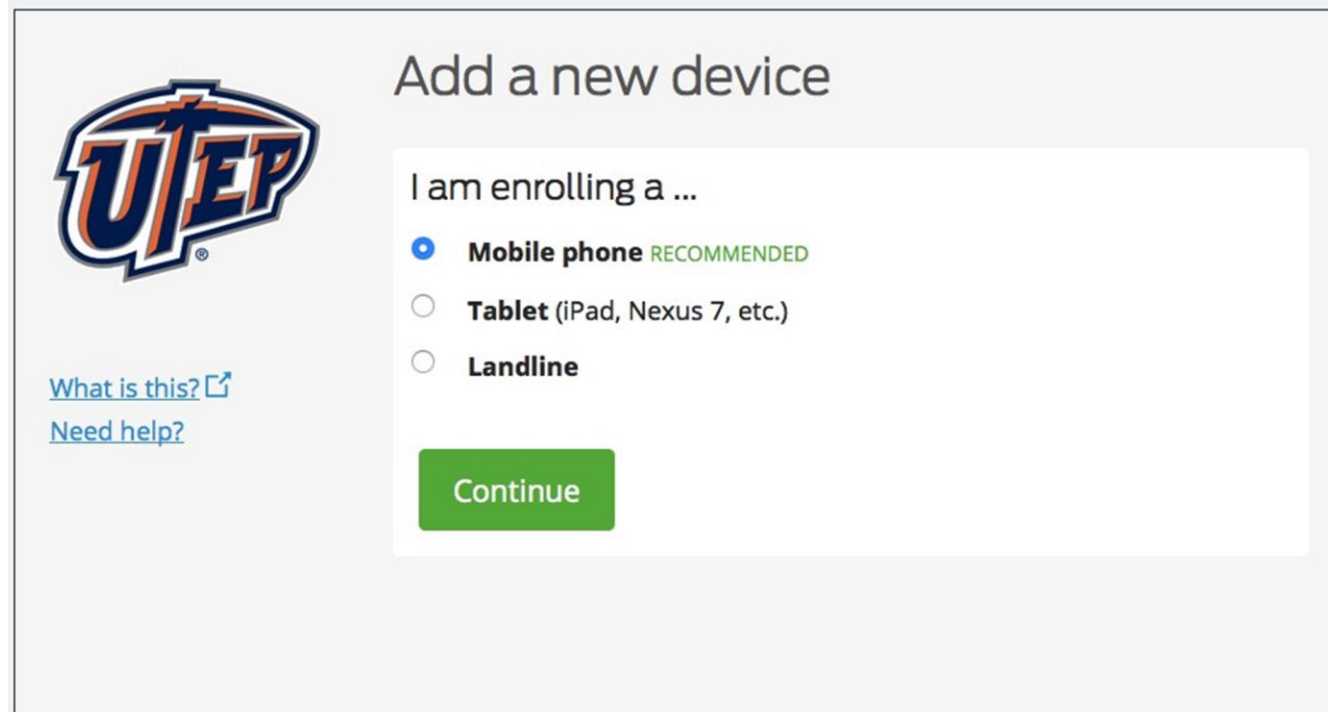
2 Factor Authentication Widget

Once on your MyUTEP home page, on the right column there should be a 2-Factor Authentication widget, then click 'Register' and continue with this guide.



2 Factor Authentication Setup

Begin by clicking 'Start setup' then follow the prompts. Add a new device to enroll, we recommend using a smartphone.



What is this? [↗](#)
Need help?

Add a new device

I am enrolling a ...

- Mobile phone** RECOMMENDED
- Tablet** (iPad, Nexus 7, etc.)
- Landline**

Continue

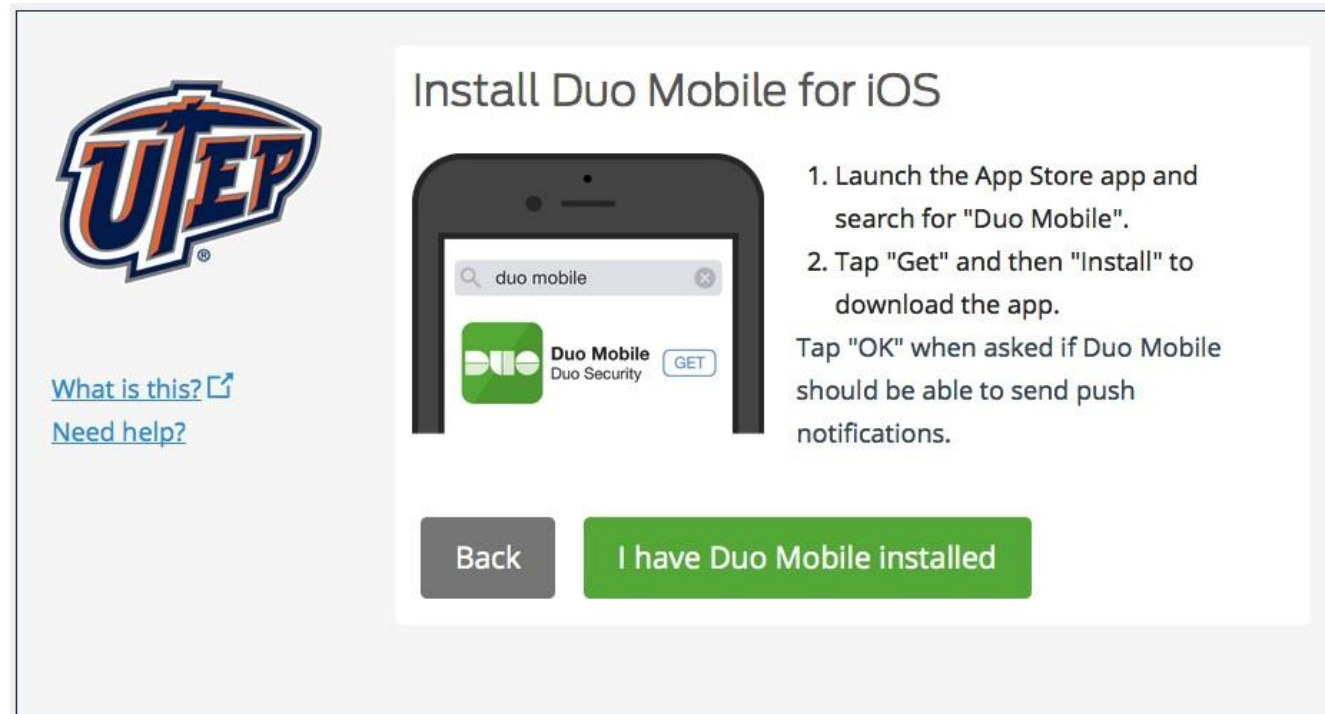
You could add an extension if you chose 'Landline.'

Select your country and type your phone number, then double-check that you entered it correctly, check the box, and click 'Continue.'



Duo Mobile

Once you complete the device setup steps, you should be met with the 'Install Duo Mobile' prompt for your device's Operating System.



Duo Mobile is an application that will receive authentication prompts for you to approve to authenticate your login attempts. We strongly recommend using Duo Mobile to authenticate quickly and easily.

Duo Mobile

Once Duo Mobile is downloaded on your device, you'll be prompted to activate which will link your device to your account.



Can't scan the QR code?

Click the provided link and follow the instructions.

For most devices, you can complete this step using the QR code you are provided with. Once successfully activated, the 'Continue' button will be ready to be clicked.



Completed Enrollment

And you're done – Thank you for registering for Duo!

After successfully following these steps, you should get a prompt that says your enrollment is successful and you should be able to use Duo 2-Factor Authentication for accessing UTEP tools that require it.

When you revisit your 2-Factor Authentication widget on your MyUTEP page in the future, it should appear to say you're 'Registered.'

2 FACTOR AUTHENTICATION



 **2 Factor
Authentication**

Registered



* For more information