

Adding a new device to DUO



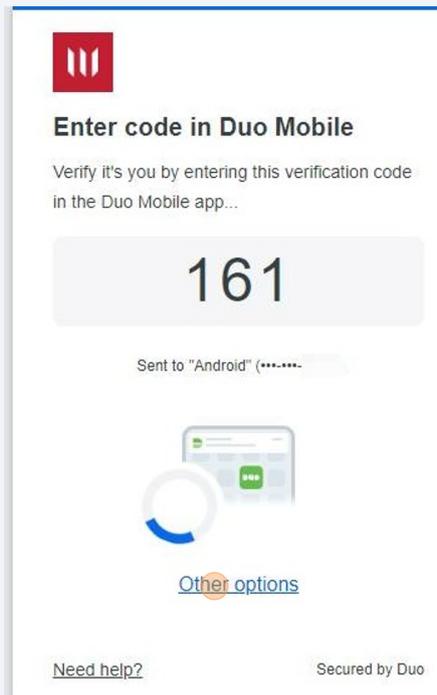
You will need to have access to the device that is currently enrolled in DUO to be able to add a new device. An old phone that is connected to wifi should still work.

1

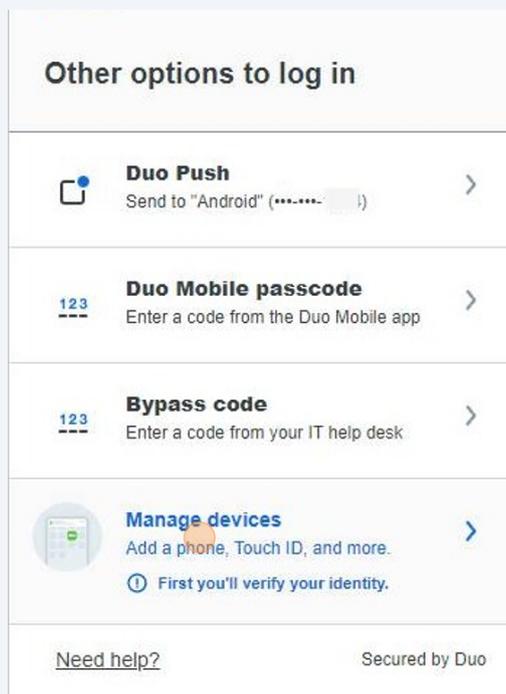
Log into Pirate Port or any other application in the SSO.

The screenshot shows the Whitworth University Single Sign On login page. At the top left is the Whitworth University logo, consisting of three vertical red bars of varying heights followed by the text "WHITWORTH UNIVERSITY". Below the logo, the text "Whitworth University Single Sign On" is displayed. Underneath, there are two input fields: "Username" and "Password". Below the password field is a "Logon" button.

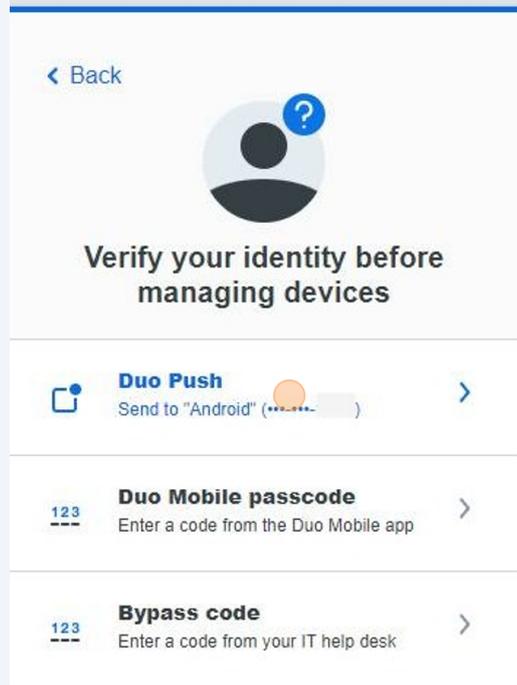
2 Click other options at the prompt



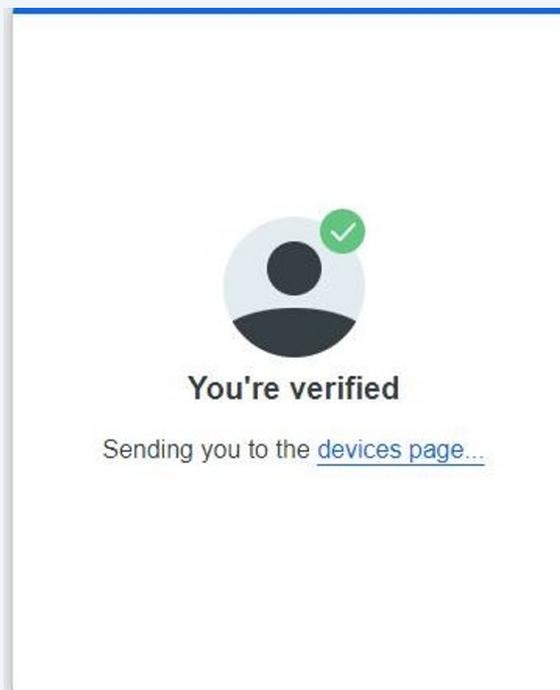
3 Click Mange Devices



- 4 You will need to send your current device a DUO Push to verify your identity.



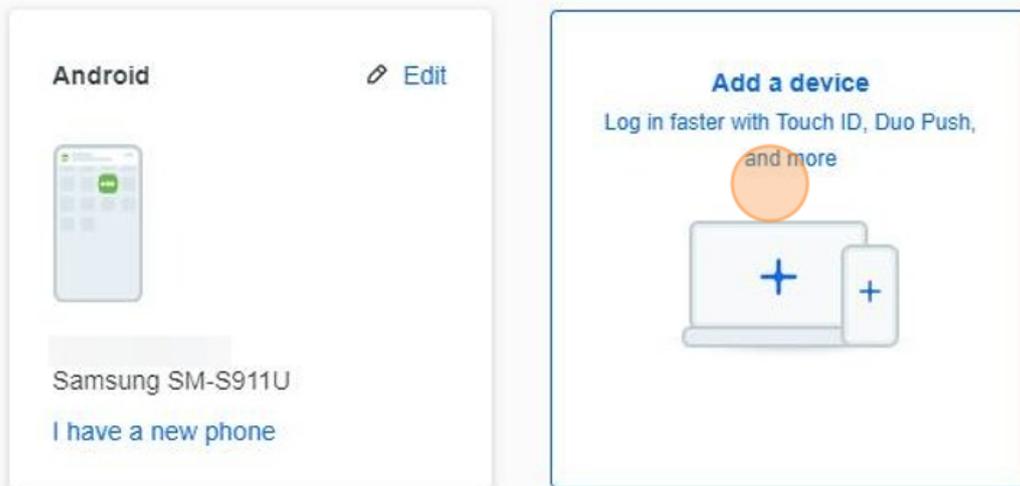
- 5 You will see this window once you are verified.



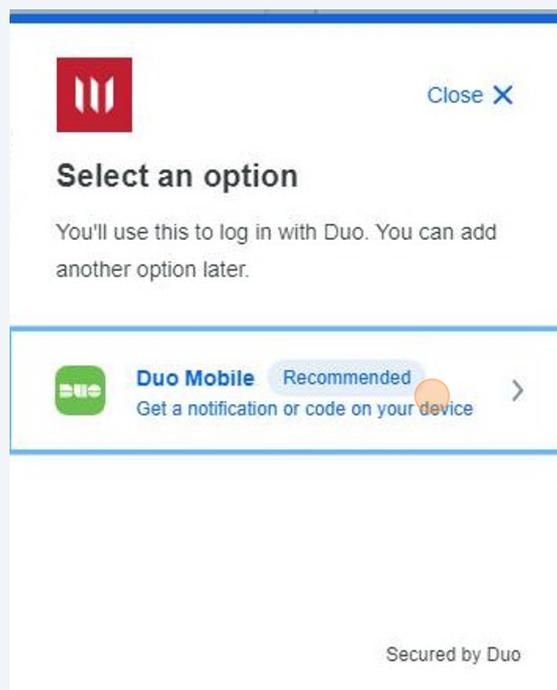


Due to our policy of not allowing SMS messages, you will need to add a new device and select Tablet.

6 Click Add a Device

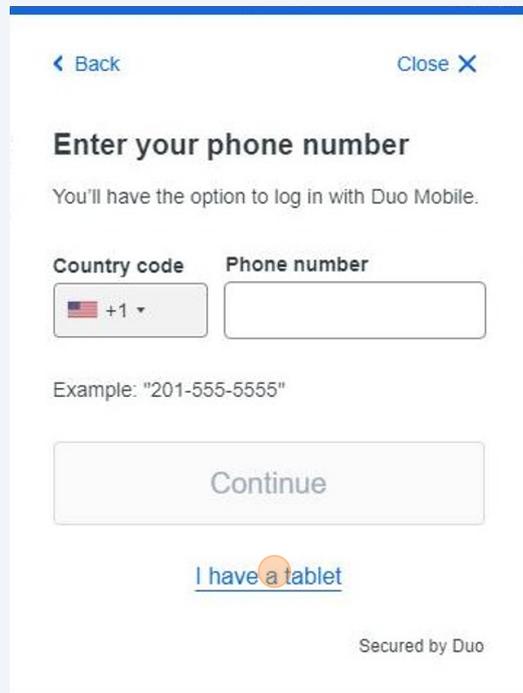


7 Click Duo Mobile



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Click I have a Tablet at the bottom

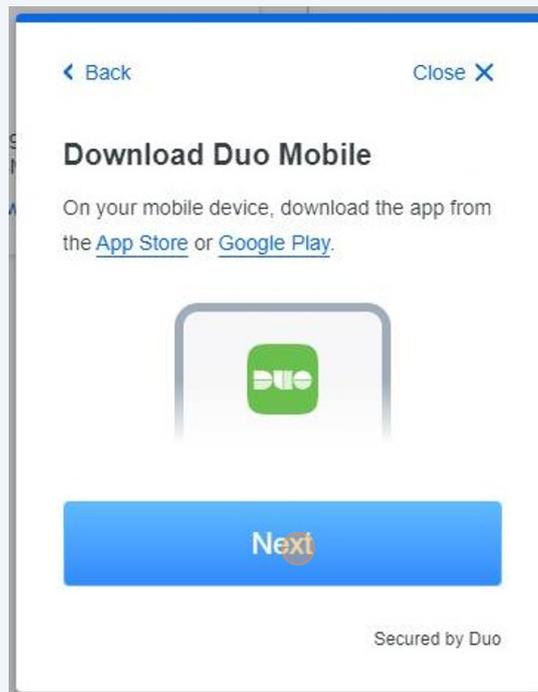


The screenshot shows a mobile application interface for entering a phone number. At the top left is a blue back arrow and the text 'Back'. At the top right is the text 'Close X'. The main heading is 'Enter your phone number' in bold. Below the heading is the text 'You'll have the option to log in with Duo Mobile.' There are two input fields: 'Country code' with a dropdown menu showing '+1' and a small American flag icon, and 'Phone number' which is an empty text box. Below these fields is the text 'Example: "201-555-5555"'. A large, light gray 'Continue' button is centered below the example. At the bottom center is a blue link that says 'I have a tablet', with a small orange circle highlighting the word 'a'. At the bottom right is the text 'Secured by Duo'.



If you enter your phone number you will get an error.

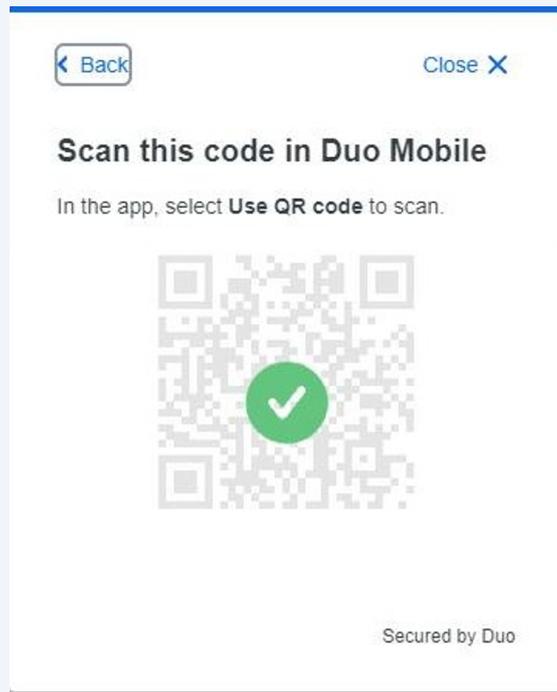
- 9 Make sure you have the app installed on your new phone and click Next



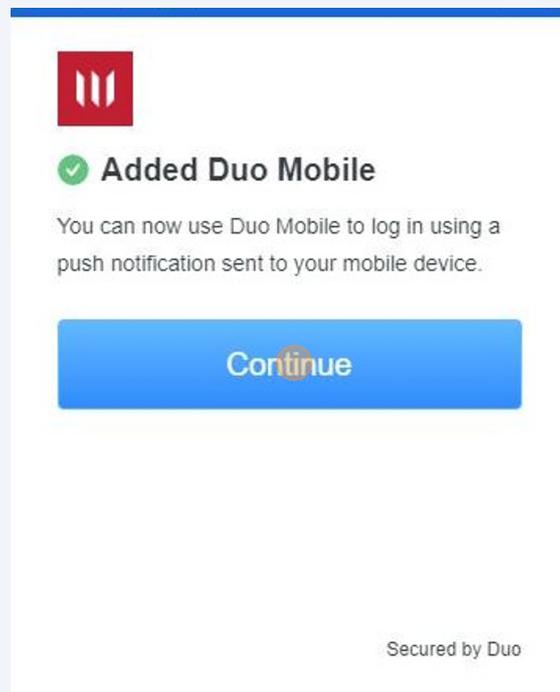
- 10 In the DUO app on your new phone, choose add and then use QR code. Scan the QR code to activate your DUO mobile,



11 You will see this window once it has been added to your app.

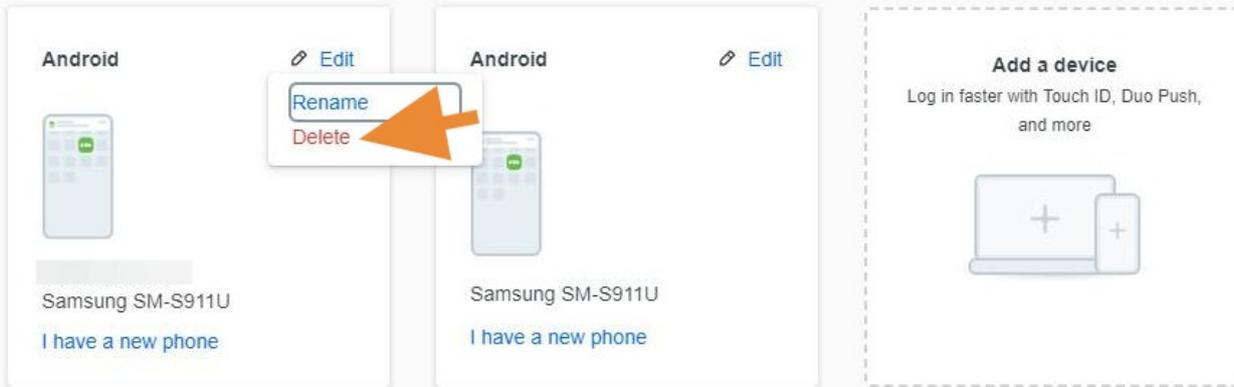


12 Click Continue



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After verifying the new phone works - you can go back to manage devices and choose to delete the old phone.



14

Verify that you want to delete.

