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# **Enabling Duo Mobile Push Notifications**

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Enabling Duo Mobile Push Notifications, Two-Step Verification

Two-Step Verification provides an added layer of protection when accessing PennKeyprotected web sites and applications. After you log in with your PennKey and password, you'll use a device in your possession to verify your identity.

With Two-Step, your data is protected, even if your PennKey password is compromised.

#### Part 1: New Phones using DUO

ISC already has a guide on how to start using DUO Mobile, we recommend you start with them and contact ASC support with any questions

Two-Step Verification: Getting Started

Two-Step Verification: Detailed Instructions

### Part 2: Old Phones updating/adding DUO

 To update your DUO Mobile authentication to a new phone, first visit https://twostep.apps.upenn.edu

Penn WebLogin: Two-Step Verification

# Two-Step Verification

Protect your PennKey by using both your password and a verification code generated on your phone or device.

**ENROLL NOW** 

MANAGE SETTINGS

I AM HAVING TROUBLE LOGGING IN

Learn more about Two-Step Verification

- Then click on "Manage Settings"
- Enter in your Pennkey credentials and pass the current two step verification

- o if you don't have an alternative method to log in, follow the instructions to call the support line, they are helpful and can give you a setup code if you have your Penn ID# and the last 4 of your SSN
- Once you've passed the log in screen, scroll down to "Devices"
- Under "Duo Push" click "Unenroll from Duo Push"

### Devices Test a code



Duo Push Yes, you are enrolled in Duo Push Unenroll from Duo Push Test Push Sync Duo data

• Once unenrolled, Renroll in Duo Push in the same area and follow the instructions on your new phone for setting up the app.

Penn WebLogin: Two-Step Verification

## Duo: step 1 of 3 - install Duo Mobile app

Open your phone's app store and install the free Duo Mobile app

If you need more information see the <u>Duo documentation</u>

Cancel



Learn more about Two-Step Verification

Penn WebLogin: Two-Step Verification

Duo: step 2 of 3 - integrate Duo Mobile app

Open the Duo Mobile app on your phone

If you have previously enrolled and already have a University of Pennsylvania listing in Duo (DO NOT DELETE other separate listings like PennMedicine), <u>delete that listing</u>

Select "add" and then scan this QR code



### Duo: step 3 of 3 - test Duo Mobile app

A "push" notification has been sent to your phone

Your phone should prompt you to "Approve" the push. If you are not prompted, open the Duo Mobile app. If you still don't see the notification, swipe down on the Duo app to prompt it to look for the push.

 $\underline{\mathsf{Approve}}$  the push. Note: only accept pushes that you initiate.

If you need more information see the <u>Duo documentation</u>





Learn more about Two-Step Verification

• Click next to finish, if you don't get a Push notification, on the home screen go back down to "Duo Push" Under Devices and "Test Push"