

## Enroll an Additional Authentication Device in Duo

You may wish to enroll an additional authentication device in Duo for situations when do not have access to your primary authentication device.

Follow the steps below to enroll an additional authentication device.

If you have never enrolled an authentication device before, stop. You should use a different user guide, for example "Enroll a Smartphone".

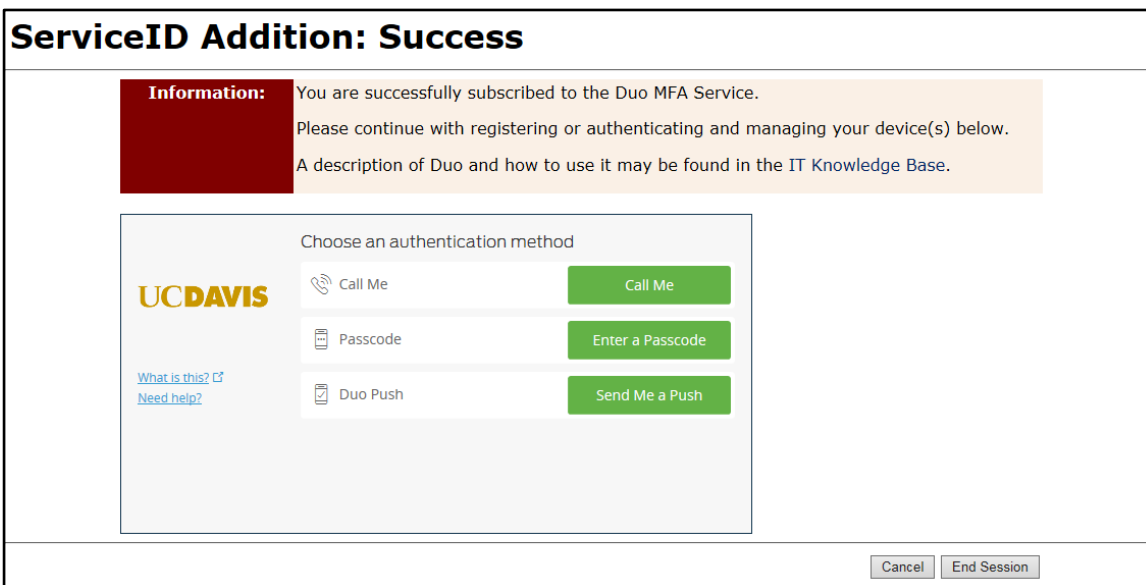
1. Access the campus **Duo Management** website at <https://computingaccounts.ucdavis.edu/cgi-bin/duo/index.cgi>.
2. Log in using your Kerberos userid and password.



The image shows the UC Davis Central Authentication Service (CAS) login page. It features the UC Davis logo in yellow and blue, followed by the text "UNIVERSITY OF CALIFORNIA" and "Central Authentication Service (CAS)". Below this, there are two input fields: "Username:" and "Passphrase:". A blue "LOGIN" button is positioned at the bottom of the form.

*Log in*

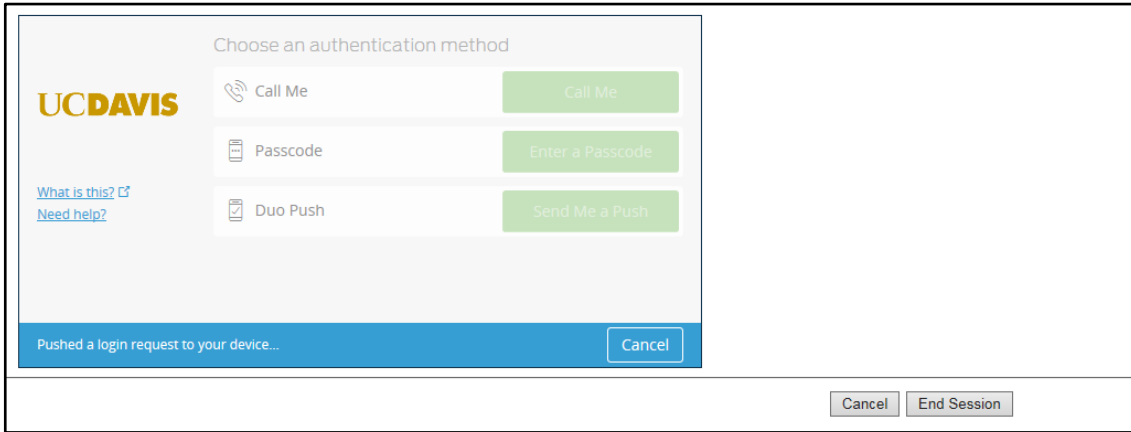
3. You must use your original authentication device to prove your identity. Click the authentication method you wish to use to continue. (In this example, "Send me a push" is selected.)



The image shows a "ServiceID Addition: Success" screen. At the top, it says "ServiceID Addition: Success". Below this, there is an "Information" box with a red background and white text: "You are successfully subscribed to the Duo MFA Service. Please continue with registering or authenticating and managing your device(s) below. A description of Duo and how to use it may be found in the IT Knowledge Base." Below the information box, there is a "Choose an authentication method" section. It features the UC Davis logo on the left and three options on the right: "Call Me" with a green "Call Me" button, "Passcode" with a green "Enter a Passcode" button, and "Duo Push" with a green "Send Me a Push" button. At the bottom right of the screen, there are "Cancel" and "End Session" buttons.

*Choose an Authentication Method*

4. A notice confirming the requested authentication method displays.



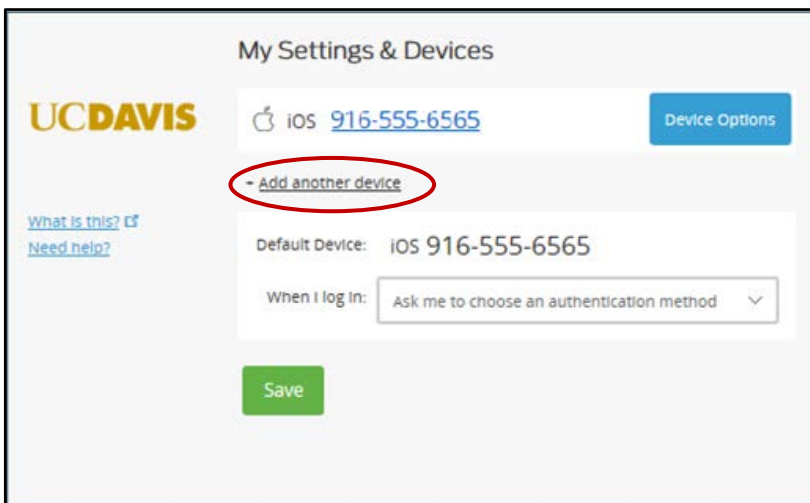
Authentication Confirmation

5. Approve access on your device.



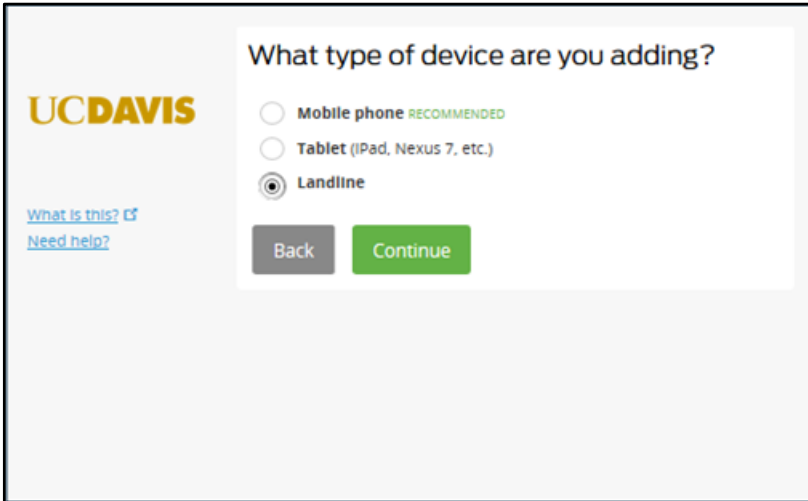
Approve Access

6. After, approving access on the original authentication device, the **My Settings & Devices** screen displays. Click **Add another device**.



Add Another Device

7. Select the device type being added and click **Continue**. (For this example, we add a landline.)



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What type of device are you adding?

Mobile phone RECOMMENDED

Tablet (iPad, Nexus 7, etc.)

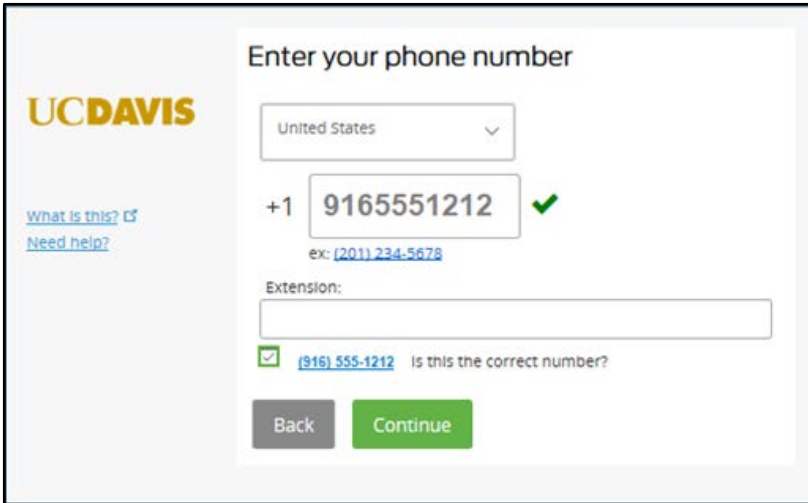
Landline

Back Continue

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Select Device Type

8. Enter the phone number, click the checkbox to confirm the correct number, and then click **Continue**.



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Enter your phone number

United States

+1 9165551212 ✓

ex: (201) 234-5678

Extension:

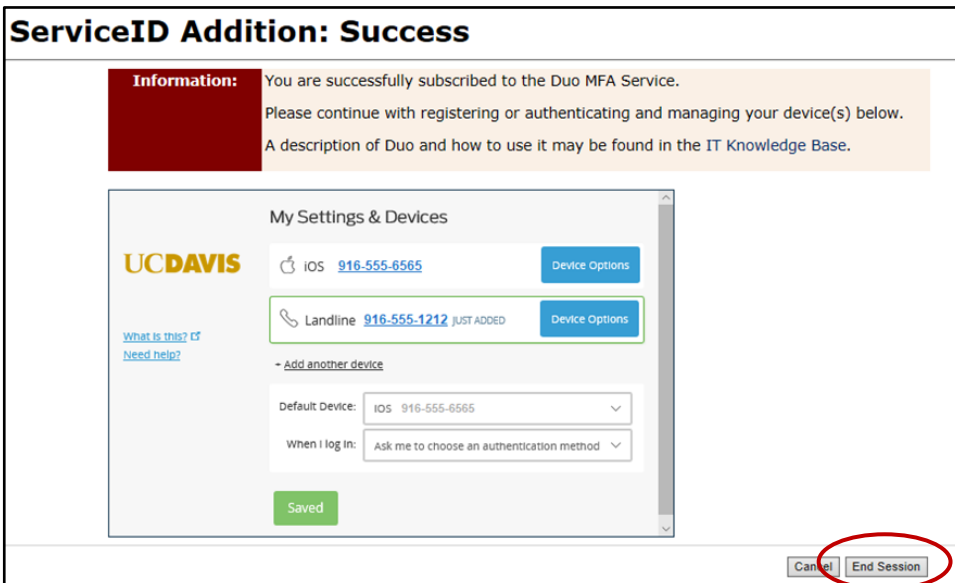
(916) 555-1212 Is this the correct number?

Back Continue

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Confirm Number

9. Confirm that all displayed information is correct. Click **End Session**.



**ServiceID Addition: Success**

**Information:** You are successfully subscribed to the Duo MFA Service.  
Please continue with registering or authenticating and managing your device(s) below.  
A description of Duo and how to use it may be found in the IT Knowledge Base.

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My Settings & Devices

IOS 916-555-6565 Device Options

Landline 916-555-1212 JUST ADDED Device Options

- Add another device

Default Device: IOS 916-555-6565

When I log in: Ask me to choose an authentication method

Saved

Cancel End Session

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End Session