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. Use Edge or Chrome (not all browsers work) to access the HS MFA Portal website at: https://hsmfa.ucdmc.ucdavis.edu
2. Click the gold Enroll O365 Banner CAS bubble

HS MFA Self Service Portal

3. Click Manage.

Portal Selection
4. Log in using your Kerberos userid and password.

![Login form](image)

Log in

5. 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.)

![ServiceID Addition: Success](image)

Choose an Authentication Method
6. A notice confirming the requested authentication method displays.

7. Approve access on your device.

8. After, approving access on the original authentication device, the My Settings & Devices screen displays. Click Add another device.
9. Select the device type being added and click **Continue**. (For this example, we add a landline.)

![Select Device Type](image)

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

![Confirm Number](image)

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

![End Session](image)