Colorado State University

Two – Factor Authentication

Two-factor authentication makes your account more secure by requiring an additional piece of information beyond your username and password. When you log into any service setup with Colorado State University's single sign-on, you will use your mobile device to provide an additional layer of security to your account. This is done by using the Duo Security app or by receiving a phone call.

Setting up Two – Factor Authentication for a Mobile Device or Landline

In order to use the Two-Factor Authentication, a user must have an active eID and will need to enroll by logging into the CSU eID website at https://eid.colostate.edu .

In addition to the CSU eID enrollment, activation for the Smart Device will require the download of the Duo Mobile App.

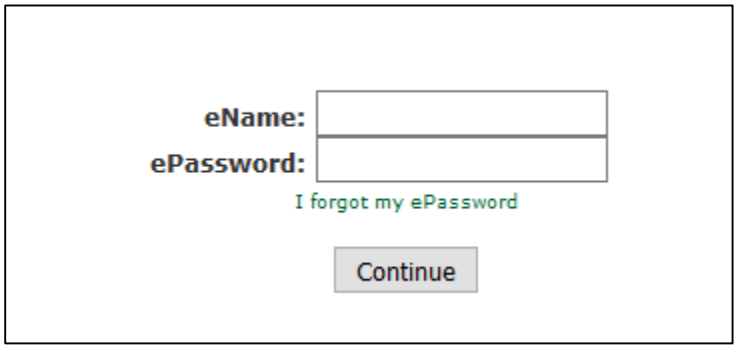
Download the Duo Mobile App from the App store or from the links below for a smartphone.

iPhone
Android
Windows Phone

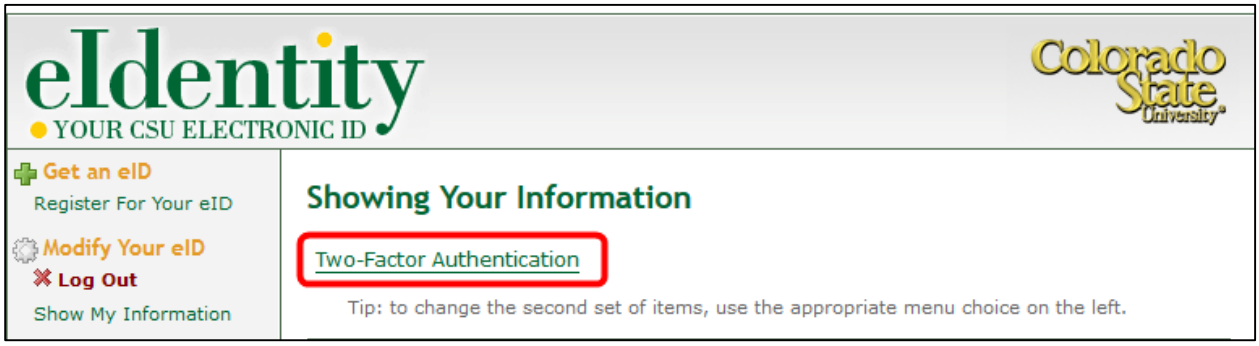
Enroll using the CSU eID Website:

Click on the Show My Information link in the left navigation.

Login with the ename and epassword:



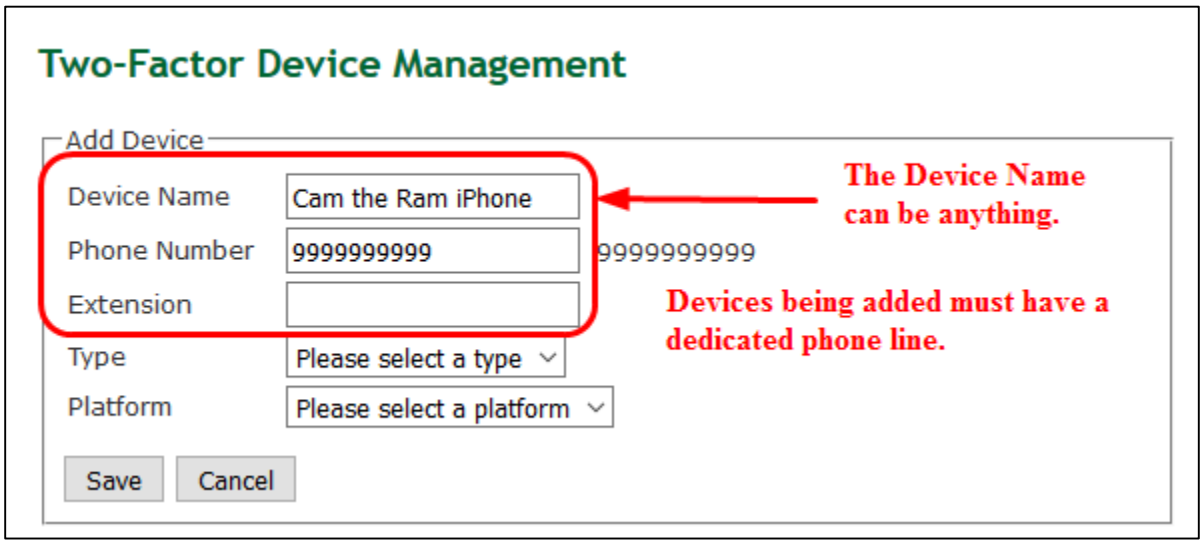
Once logged in to eID, the Two-Factor Authentication link will display at the top of the Show My Information page. Select the Two-Factor Authentication link to start the enrollment process.



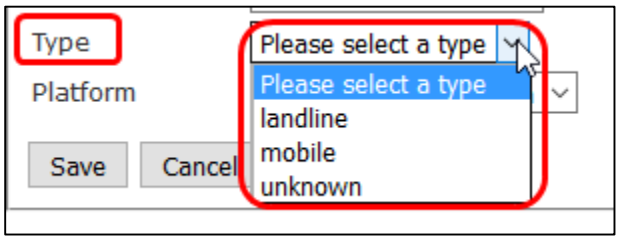
The first step in the enrollment process is to Opt in and Enable the Two Factor Authentication. Opt in by selecting the Enable Two-Factor Authentication check box and clicking on Save.

The next step in the Two-Factor enrollment process is to add the device that will be used for the authentication. .

Insert a Device Name, a unique name that helps identify the device being used for the authentication. For example, Cam the Ram's iPhone ..

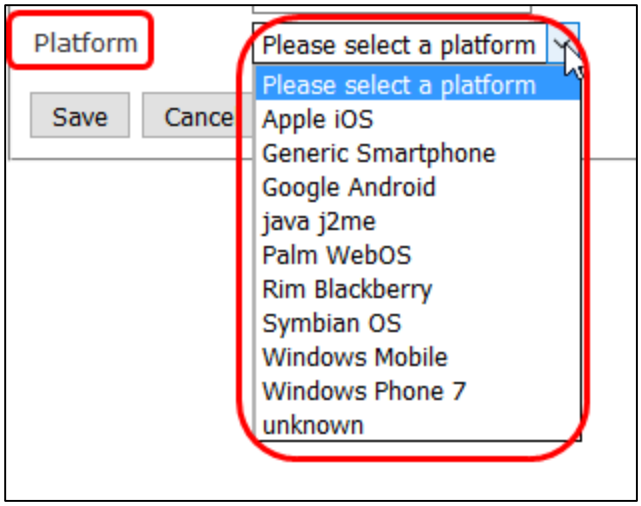


Select the type of device that will be used for the Two-Factor Authentication.



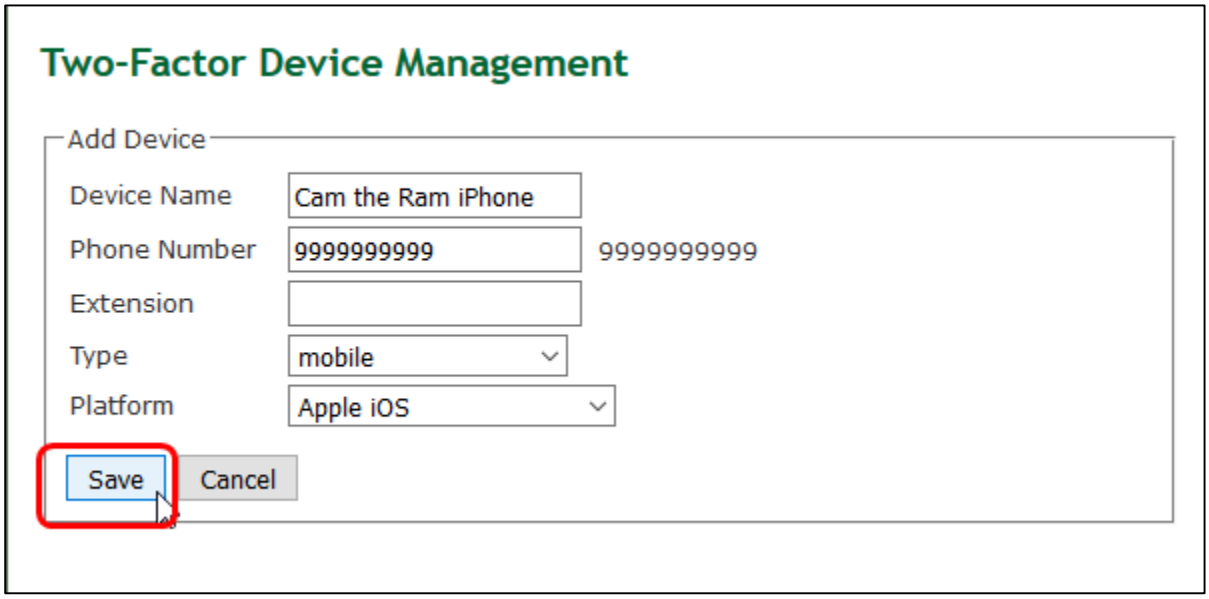
Mobile: iPhone, Android, etc.
Landline: office or home phone
iPads: Not Supported

Select the platform for the device that will be used for the Two-Factor Authentication.



iPhone: select Apple IOS
Android: select Google Android
iPads: Not Supported

Next, click the Save button to save the device information.



The Duo Mobile App must be downloaded and installed on the mobile device in order to complete the Two-Factor activation process.

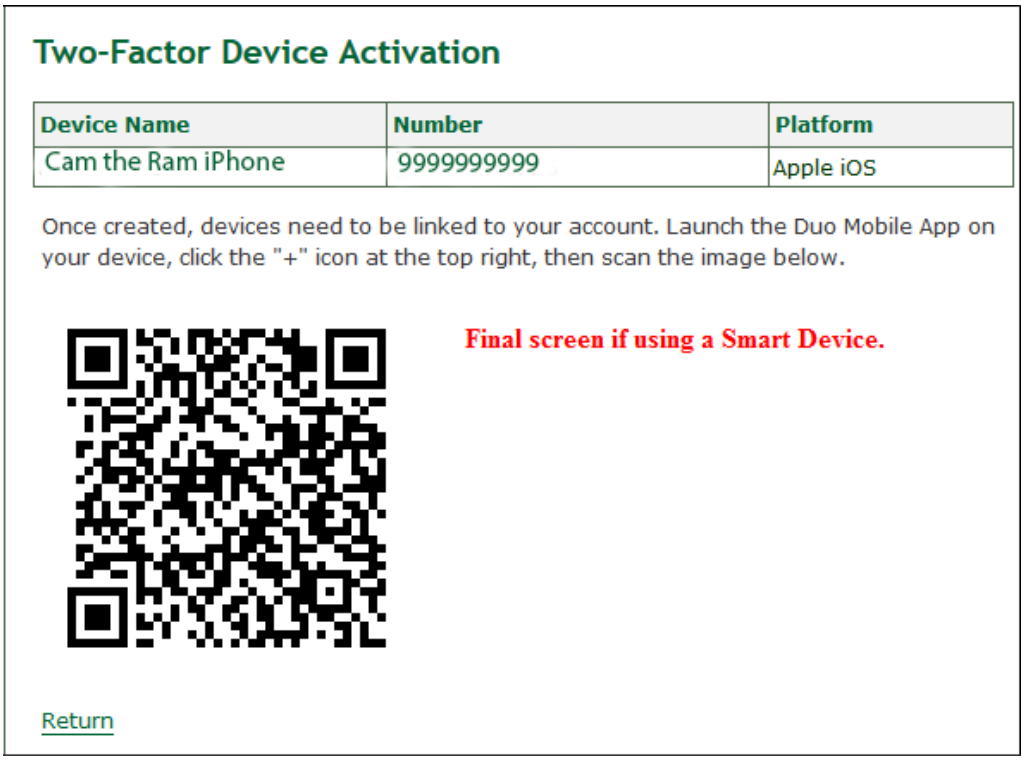
Download the Duo Mobile App from the App store or from the links below:

iPhone
Android
Windows Phone

Note: If using a landline or non-smart device, then the activation is complete.

Final Activation Step from Mobile Device

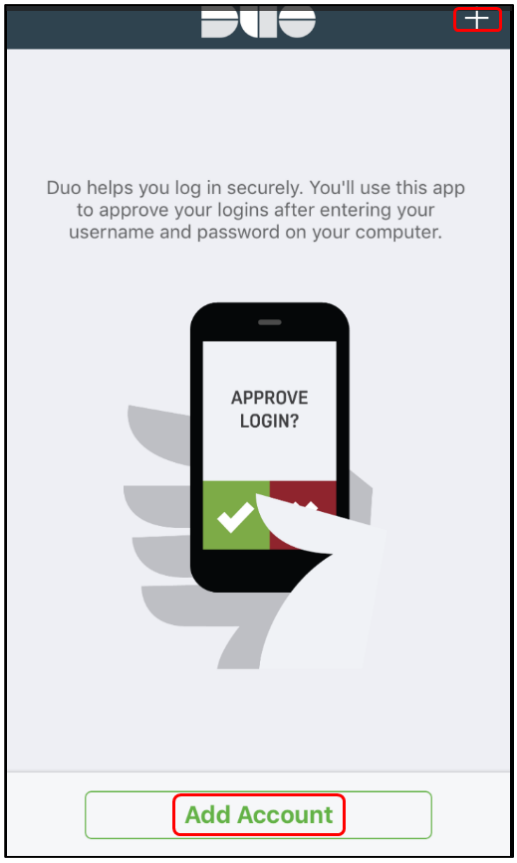
Once the App has been downloaded to the device, the QR code (the black and white image code) displayed on the Two-Factor Device Activation screen will need to be scanned in order to activate and link the device to your account.



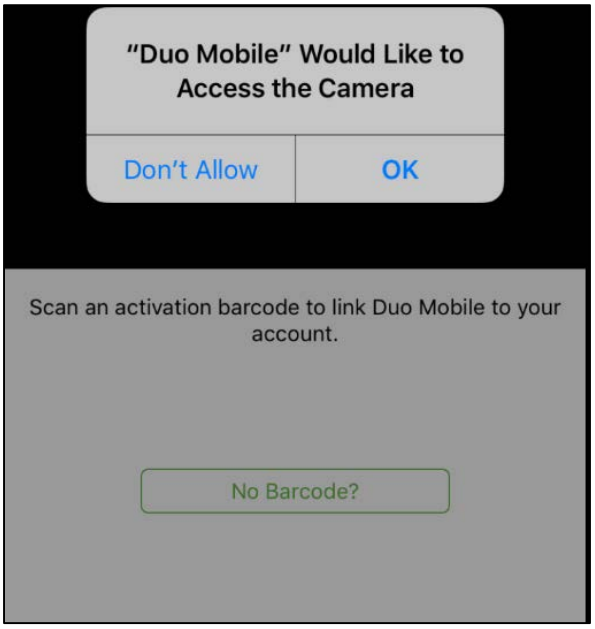
After installing the Duo Mobile App, launch the app on the device in order to complete the final activation.

The Duo Mobile App will display a message asking to allow notifications to be sent to the device. Select OK to allow notifications.

Once notifications have been allowed, an account will need to be added. Click on the Plus sign (+) located in the upper right corner or the Add Account button at the base of the screen to add an account.



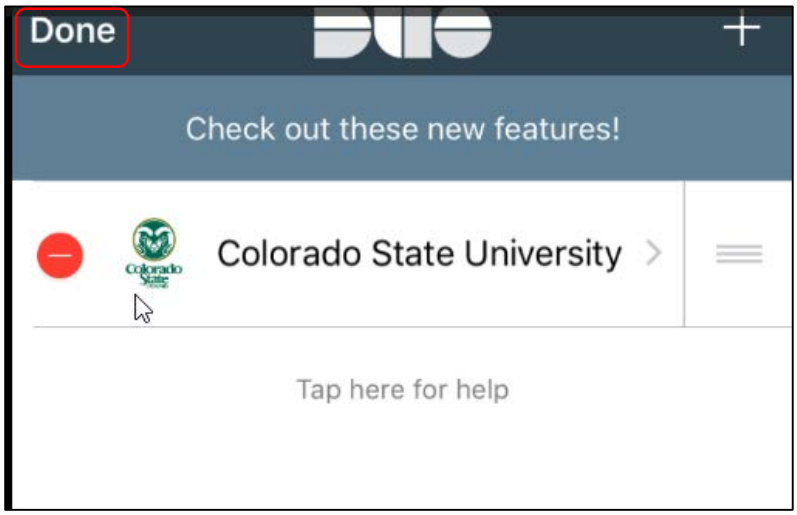
Allow Duo Mobile to Access the Camera by clicking on the OK button.



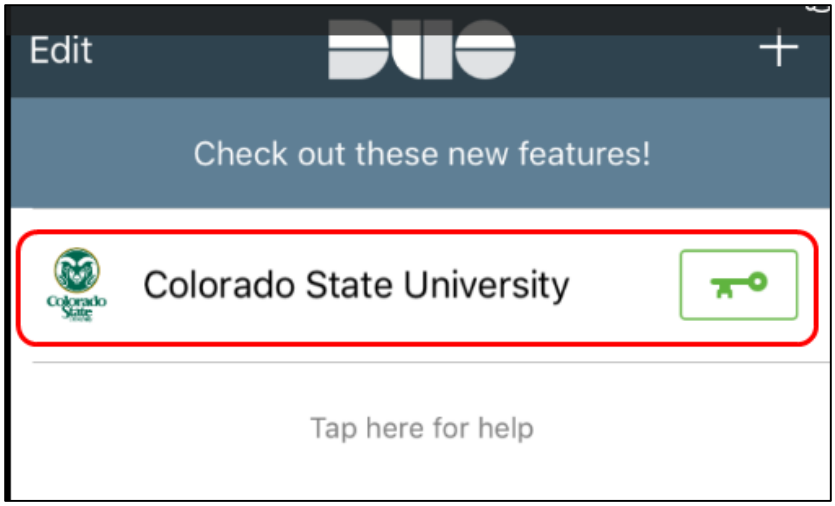
Note: depending on the smart device, the message on the app can vary, slightly**.**

Next, hold the smart device up to the QR code so the camera can scan the QR code displayed on the Two-Factor Device Activation screen.

Select the Done button in the upper left corner of the mobile device to close the Add Duo Account.

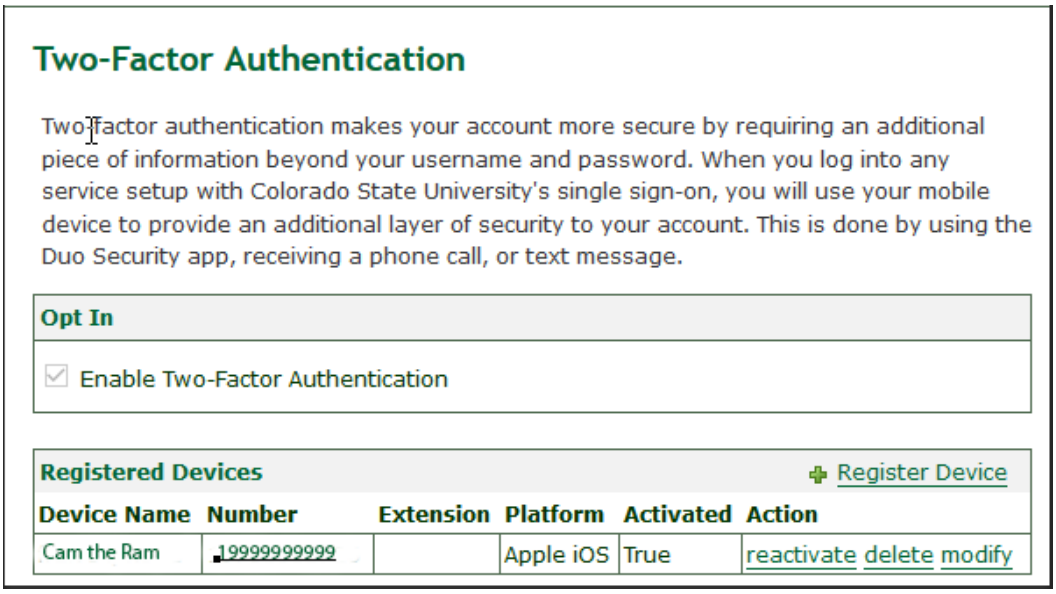


Once the account has been created on the Duo Mobile App, a key should be displayed next to the institution name on the screen.


Edit
Check out these new features!
Colorado State University
Tap here for help

After scanning the QR code and setting up the account on the Duo Mobile app, click on the Return link at the bottom left of the screen to return to the Two-Factor Authentication screen.

The Two-Factor Authentication screen will display the registered devices.



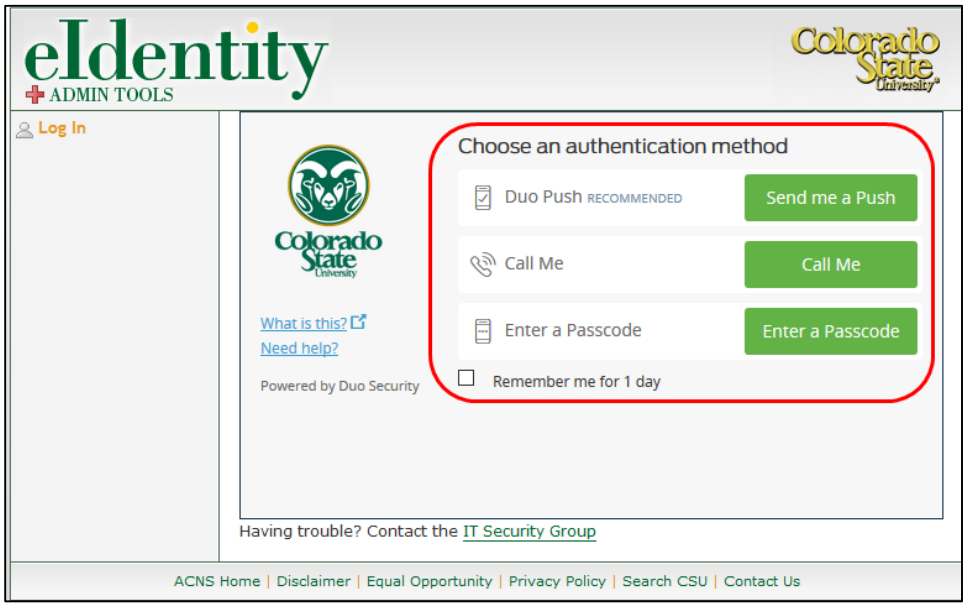
Reactivate, Edit or delete a device by selecting the link to the right of the Device Name.

Tip: If you remove your active device from the Duo Mobile App, go to http://eid.colostate.edu, Show My Information screen to access the Two-Factor information and Reactivate your account.

How to Login After Enabling Two-Factor Authentication

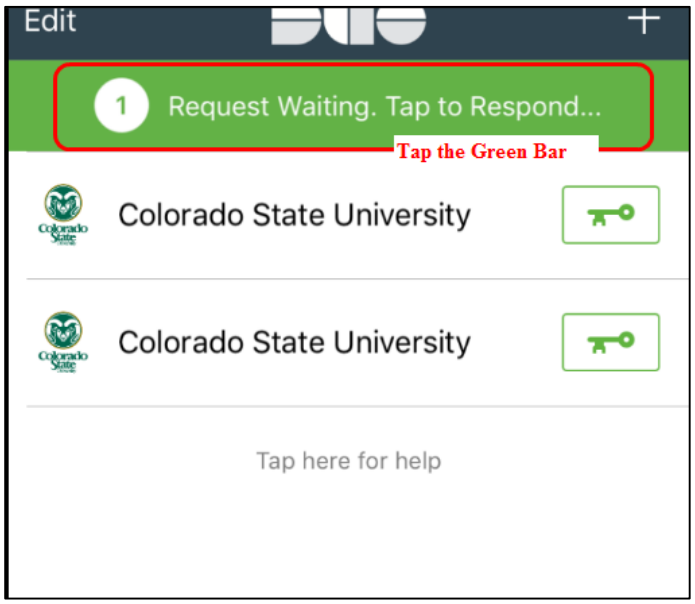
Accessing a service web page that requires the Two-Factor authentication will display a screen showing a selection of authentication methods.

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

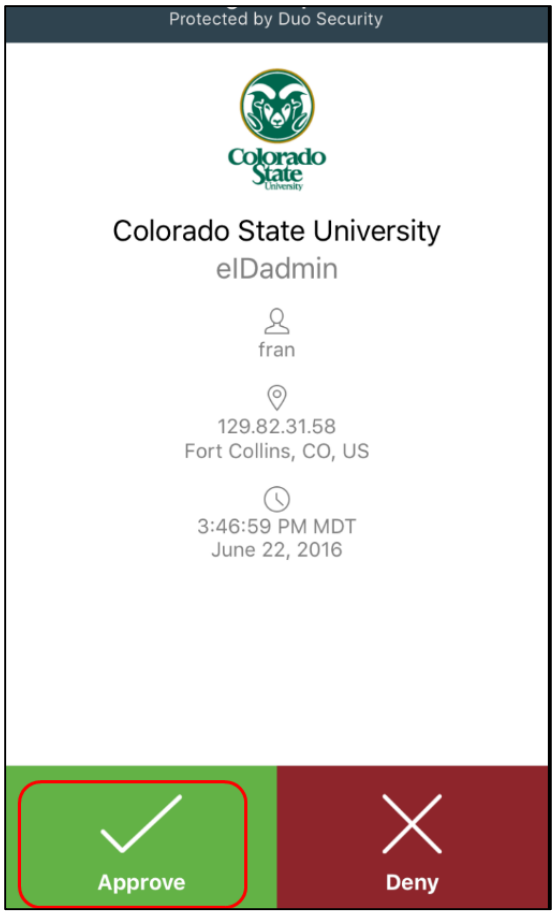


Duo Push Method:

Selecting the Duo Push authentication method will send a Duo Mobile push notification, a text message, to the registered device.

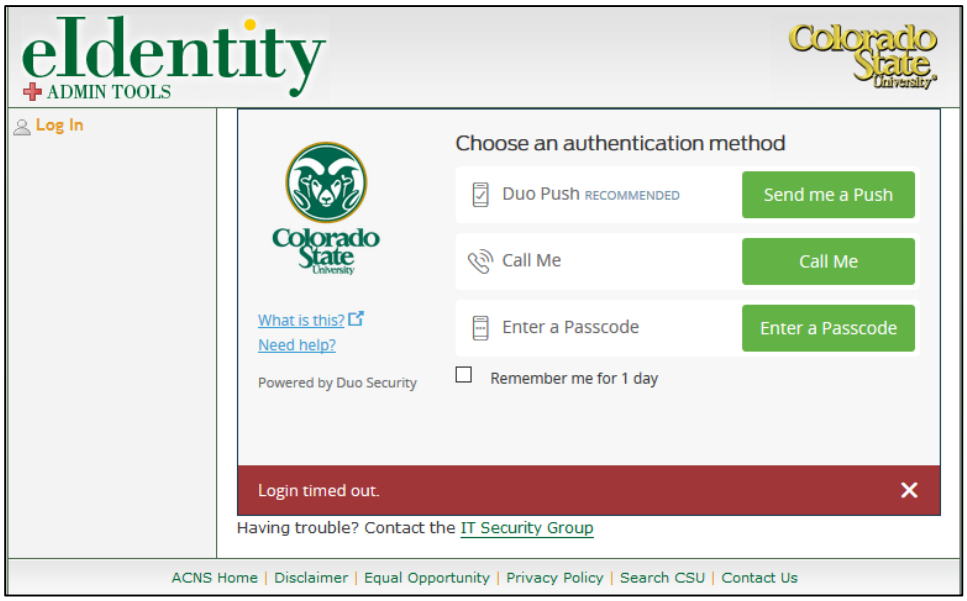


From the Duo Mobile App, tap the green bar at the top of the screen.



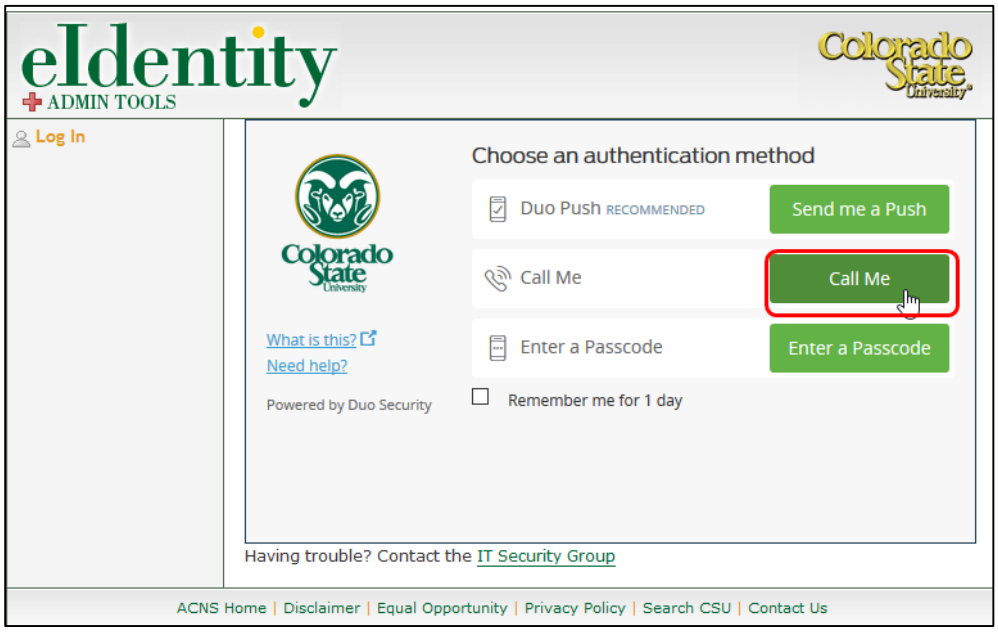
Approve the push by selecting the Approve button. Once the Push has been approved, you will have access to the service page.

Note, the notification push is only valid for a few seconds. If you don't approve the Push, it will time out and expire.



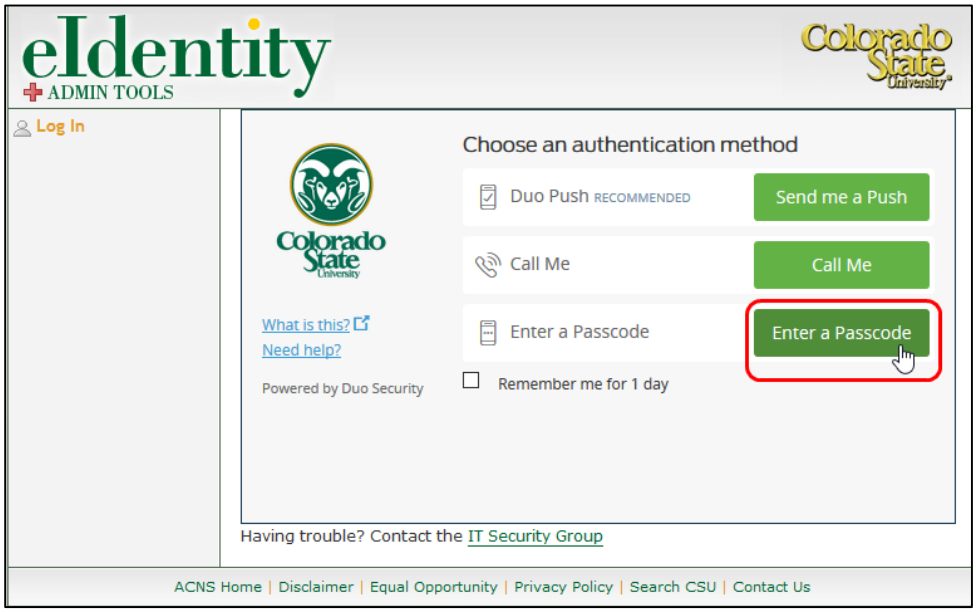
Call Me Push Method:

Selecting the Call Me method will initiate a call to the phone number listed for the registered device. Complete the steps per the automated call from Duo to access the service page.



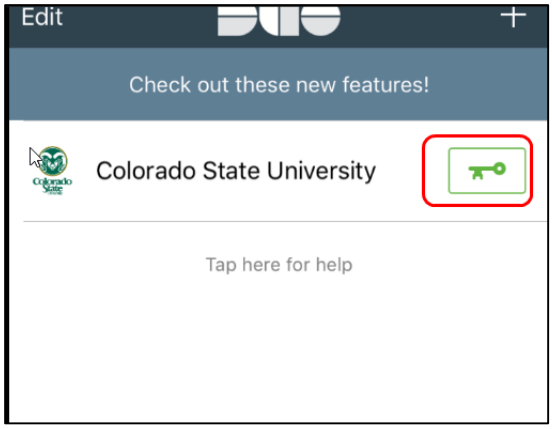
Enter a Passcode Method:

Selecting the Enter Passcode button will require a user to generate a passcode using the Duo Mobile App and entering it in the Enter a Passcode field on the Choose an Authentication Method screen.



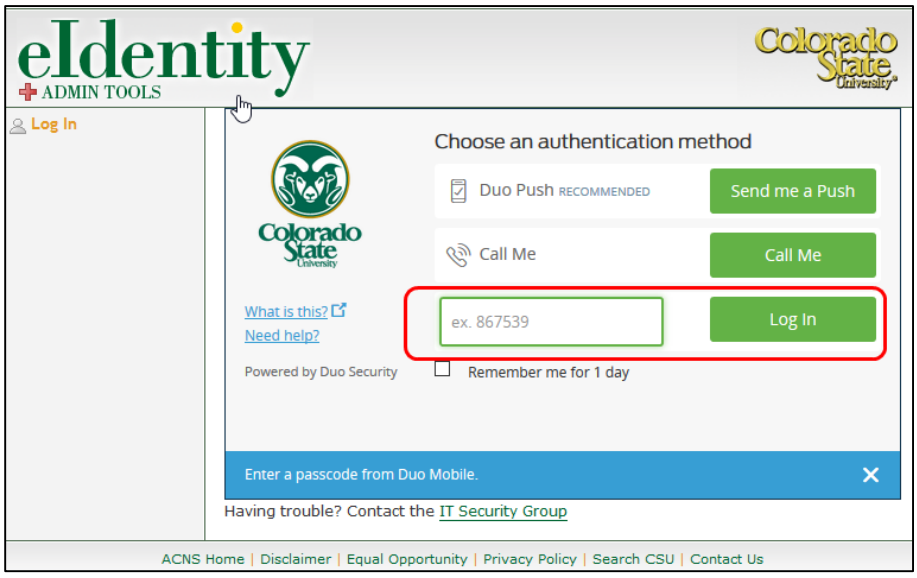
From the Choose an Authentication Method Screen, select the Enter a Passcode button.

Next, open the Duo Mobile App on your Smart Device and click on the key next to the institution name.



Duo will generate a 6-digit passcode.

Type the passcode generated by the Duo Mobile App in the Login field of the Choose an Authentication Method screen.



Once the Passcode has been entered, you will have access to the service page.