How Does Duo Impact YOU?

WHEN TO USE DUO
PASSWORD VERIFICATION ACCESS
Once in place, it takes only seconds to verify yourself when logging in each time.

INFORMATION SECURITY STARTS WITH YOU!
The IST Security and Compliance Team thanks you for your ongoing attention to our cybersecurity efforts.
Contact the IST Service Desk at 204-474-8600 for any questions or for help in getting Duo set up.

Stay Secure - Do the Duo!

How to Sign Up for Duo

Cybercrime is up 600% since the Covid-19 pandemic and 99.9% of accounts are hacked because of one single reason…
No use of multi-factor authentication.

To protect our UM users, all their data, and the university’s systems, we are now encouraging you to use the multi-factor authentication tool, Duo. It will apply when accessing tools like Microsoft 365 products, UM Intranet, VPN and UM Zoom (check UM Multi-factor authentication to see all services currently protected under MFA).

Verifying your identity, using a second factor, prevents others from accessing your accounts, even if they know your password. And using a second factor is fast and easy.

Use Duo multi-factor authentication (MFA) to access UM Zoom, UM Intranet, Microsoft applications and other MFA-protected services. These include Word, Excel, PowerPoint, Teams, OneDrive and the applications available for use online like Forms and Bookings. Check UM multi-factor authentication to see all services currently protected under MFA.

You will be prompted for a second factor to log into these tools on every device at least once.

WHEN TO USE DUO

HOW TO SIGN UP FOR DUO

Steps to get started:
1. Go to https://forms.office.com/r/XwNb66evLt to request access to Duo MFA.
2. Enroll in Duo on your preferred second factor device.

Once in place, it takes only seconds to verify yourself when logging in each time.

Click HERE to view detailed instructions!

Takes less than 10 minutes - so increase your protection now

HOW TO USE DUO

When prompted to verify yourself through Duo while logging into Microsoft 365 tools, the UM Intranet site or UM Zoom, you will have the choice to verify yourself one of multiple ways:

VERIFICATION OPTIONS:

• Send Me a Push: Approve a notification pushed to your mobile device.
• Call Me: Answer a call to the number listed in your account.
• Enter a Passcode: Log in using a passcode, either generated with Duo Mobile app or sent via SMS text message.

A simple, smart and secure process that takes mere seconds.

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Desktop: The first time you open a Microsoft 365 application or UM Zoom.
The first time logging in after changing your UMNetID password and when signing in through VPN when not on campus.

Browser: When opening a Microsoft 365 Online tool, UM Intranet site or UM Zoom in a new or private browser window. (You can choose to “Remember me for 30 days” in the Duo prompt. Please not selecting this option is more secure.

Mobile Device: The first time you open a Microsoft 365 application, UM Intranet site or UM Zoom, using the mobile browser to open a Microsoft 365 tool, the first time logging in after changing your UMNetID password. When using a mail app that is not Outlook.

How to Use Duo

When prompted to verify yourself through Duo while logging into Microsoft 365 tools, the UM Intranet site or UM Zoom. You will have the choice to verify yourself one of multiple ways:

VERIFICATION OPTIONS:

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