

## Adding Additional Devices to Duo

You may want to add additional or backup devices to your Duo account that can be used for two step verification. Follow these steps to learn how to manage your MFA devices.

### Step 1:

Use [ELMO](#) with option 2 using your username and security questions.



**ELMO: EASY LOGIN  
MAINTENANCE OPTION**

Option 1: I know my UA Username and Password

Option 2: I know my UA Username or ID #

Option 3: Search for my account

### Step 2:

Select "Security Settings".

# Welcome

Employee (UAS)

[Security Settings](#) |

### Step 3:

If you still have access to your phone or device that is currently linked to your DUO account, have that ready to be used. If not, under **Multi-Factor Authentication (MFA) Enabled**, there will be a button that says, “Generate one-day passcode”. Clicking on this will create a Bypass code to be used on Duo without having to use a mobile device. Write this passcode down on something you can delete once it’s no longer needed.

## Multi-Factor Authentication (MFA) enabled

UA uses multi-factor authentication to provide additional security for many systems. Multi-Factor Authentication is currently enabled for your computer account.

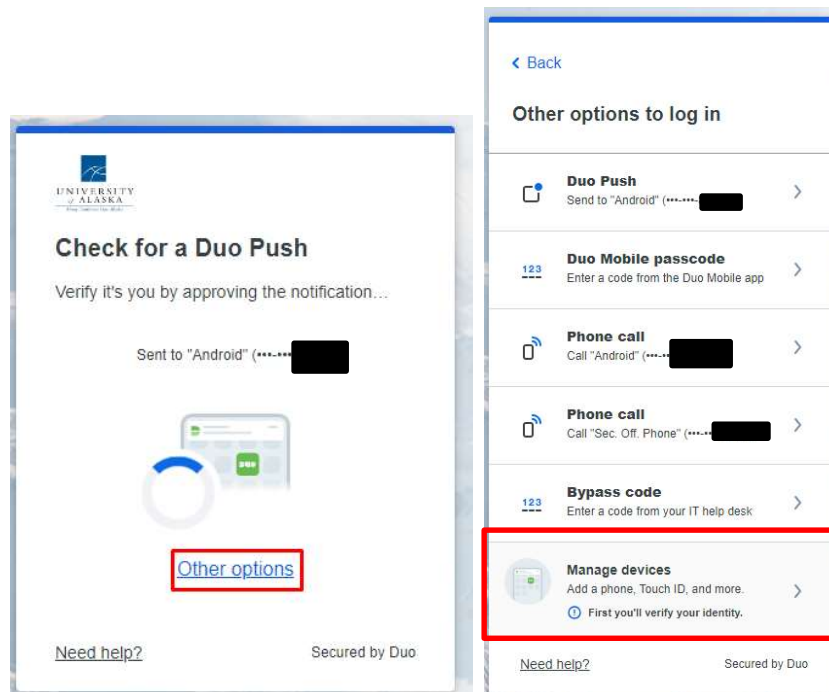
Test multi-factor authentication

Generate one-day passcode

Hardware keys

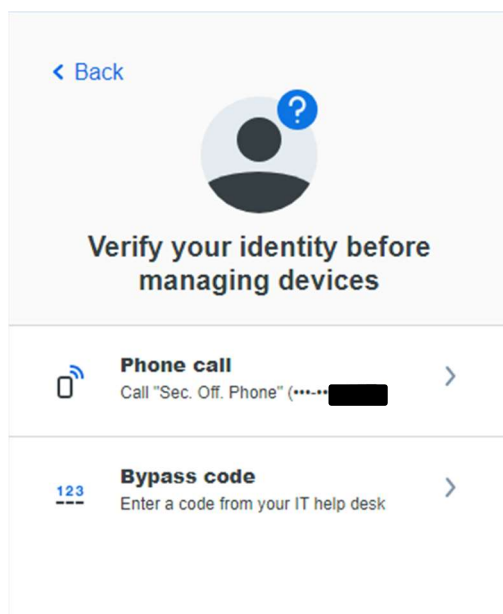
### Step 4:

Click on Test multi-factor authentication to activate the Duo Prompt and click Other Options. It will give you a list of things you can try instead, with Manage Devices being on the bottom of the list.



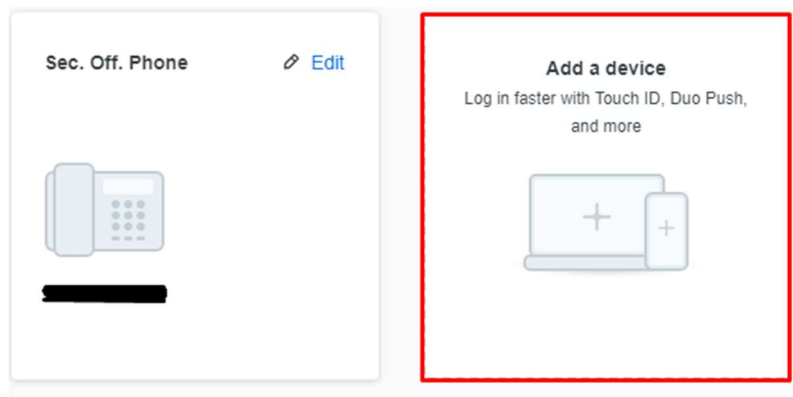
## Step 5:

Authenticate using one of the available methods. If you didn't have the device that is currently have linked to Duo, use the one-day Passcode you generated before in the Bypass Code section of the prompt.




## Step 6:

Click on "Add a device".



## Step 7:


Select the type of device you'd like to add then fill out the requested information, following any prompts.

Close X

### Select an option


You'll use this to log in with Duo. You can add another option later.

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**Duo Mobile** Recommended >  
Get a notification or code on your device

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**Security key** >  
Use a security key

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**Phone number** >  
Get a phone call

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Secured by Duo

For more information, visit the Duo support page for [adding a new device](#) or Contact the Helpdesk at (907) 796-6400.