Duo Registration via Text Message
Enrolling in Duo with SMS-Text Only

1. Visit [https://duo.ouhsc.edu](https://duo.ouhsc.edu)
2. Read and accept Notice of Consent
3. Enter your OUHSC Username and Password credentials where prompted
4. Click Login
5. You will be presented with a “Protect Your OUHSC Account” wizard, click Start Setup
6. Select “Mobile Phone (recommended)” and click Continue
7. Enter your phone number when prompted NOTE: Once the system recognizes all digits of the number you will need to select the checkbox to confirm that the full number is correct
8. Click Continue
9. FOR TEXT-ONLY OR IF YOU WANT TO REGISTER VIA TEXT MESSAGE:
   a. Select “Other (and cell phones)” as your Type of Device and click Continue
10. You will be presented your Mobile Device with the Phone Number you entered, along with a dialog to choose your “When I log in” preferences. Leave this option as “Ask me to choose an authentication method” and click Continue
11. At this point, technically you are fully enrolled. However, you are encouraged to text your authentication method by clicking Enter a Passcode
   NOTE: “Send Me a Push” will not even be an option if you chose “Other (and cell phones)” in Step 9, and did not install/activate the app on your smartphone
12. You will be presented a prompt to “Choose an authentication method”. If you are authenticating with SMS Text Only, you will need to click Text me new codes from the bottom of the dialog (available only in the blue-colored banner along the bottom next to the text “Enter a passcode from a text”)
13. You will receive a text message at the registered number with a series of 10 valid passcodes. You may use any of these passcodes in the Authentication Method box and click Login
14. Upon entering a valid number from the text message, you will receive the dialog “Congratulations, you have successfully signed up for Duo”.

Authenticating in an App with SMS Texting Available

1. Login to the application as normal.
2. When prompted for your Authentication Method, choose “Enter a Passcode” instead of “Send me a Push” and you will be taken to the same dialog and step as #12, above. **NOTE:** If Duo recognizes that you still have valid SMS passcodes that you were sent previously, you will be given an opportunity and a hint to use one of those previously sent codes with text similar to the following in the blue bar along the bottom of the dialog. If you no longer have the SMS text with codes, or you would simply like new codes to be sent, click Text me new codes:

```
Enter a passcode from a text. Your next SMS passcode starts with 2.  Text me new codes  X
```

**NOTE:** If the user clicks “Text me new codes” at any point, it immediately invalidates all previously sent codes, so the user MUST use one of the 10 new codes they are sent.