How do I sign up for Duo?

Show Me

Watch the below video for a brief, general overview of the Duo enrollment process.

Tell Me

The following instructions are a guide through the Duo Self-Enrollment process.

The best experience with Duo is using the mobile app. These instructions are written for that experience. If you need to configure a fob, see this FAQ.

Before you begin, make sure you can do these three things:

1. You’re at a computer, not phone/tablet
2. Have 5 minutes to complete the sign up
3. If possible, enroll two devices (e.g. mobile/office/home phone, a tablet)

1. Browse to ninernet.uncc.edu
2. Click Manage Account and login
3. Click Secure your account now in the Duo Two-Factor Authentication section

4. Click Start setup
5. Select the type of device you wish to add and click **Continue** (it is recommended that you add your mobile phone first - it will become your default device)

6. Enter your mobile phone number, check the box to confirm number and click **Continue**

7. You will be asked to verify the number. Select either **Call me** or **Text me** to receive a verification code. Enter the 6-digit code and click **Verify** then click **Continue**

8. After successful verification, follow the instructions below to configure your phone

<table>
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<tr>
<th>iOS (iPhone / iPad)</th>
<th>Android (Mobile Phone / Tablet)</th>
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1. Download and install the Duo Mobile app from the App Store

2. Tap OK when asked about Push Notifications
3. Choose your device and click Continue
4. After the app install is complete, click the I have Duo Mobile button

5. Open the app on your device and tap the + button in the top right of your phone/tablet app

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1. Download and install the Duo Mobile app from the Google Play Store

2. Click Accept to give Duo Mobile access to your Camera

3. Choose your device and click Continue
4. After the app install is complete, click the I have Duo Mobile button

5. Open the app on your phone and Accept the license agreement, after reviewing
6. Click OK to allow use of the camera

7. Scan the QR code; you should have a green check show if the scan is successful

8. Click Continue

6. Tap the + button on your phone/tablet app

7. Scan the QR code; you should have a green check show if the scan is successful

8. Click Continue

9. Click Add another device to add a backup authentication device. Follow prompts to add additional devices

10. When you are done adding devices leave the When I log in: setting to “Ask me to choose an authentication method”

11. Click Continue to Login to complete

12. Click Send Me a Push

13. Duo is now enabled for your NinerNet account. Click Logout

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Related FAQs

- Using Duo 2-Factor Authentication
- About Duo 2-Factor Authentication
- Duo 2-Factor Authentication
- What is Duo restore and how does it work?
- How do I use Duo if I just got a new mobile phone?