Two-Factor Authentication (2FA) Enrollment Guide

Enrollment in 2FA, provided by Duo, is required to access MyMC, Microsoft 365 (M365) email, Virtual Private Network (VPN), and other select MC services and applications. Upon your first access attempt to one of the 2FA protected applications you will be prompted to enroll in 2FA and register your mobile device.

To Enroll

Go to the Device Management portal and follow the prompts to enroll (detailed steps are below).

Supported Devices

Below is a list of supported devices you can enroll in 2FA. If you have multiple devices, it is recommended that you enroll more than one device so you have a backup in case of emergency. Contact the IT Service Desk if you do not have a mobile device. You may add as many devices as you like to your account:

- iPhone
- Android
- Generic cell phones
- Tablets
- Security Key (i.e. YubiKey) (purchased at user's own expense)
- Hardware Token (contact IT Service Desk if mobile devices are not available)

> Supported Browsers: Chrome, Firefox, Safari, Edge, Internet Explorer. (*review Duo for updates on versions https://duo.com/docs/universal-prompt-update-guide#browser-support*)

Tip:
It is easier to complete the set up on a computer and not from the device you are registering, although you may complete the steps on your device.

Helpful hint:
Before getting started with enrollment, download the Duo Mobile app on the device you will be registering. Search for **"Duo Mobile"** in the device app store. Once downloaded, stop and go to Step 1.
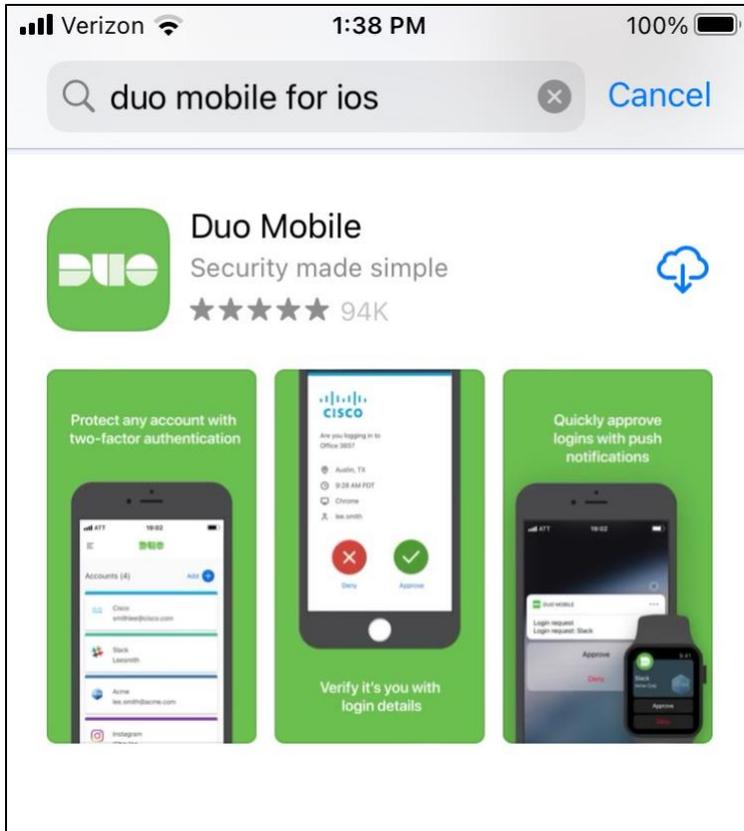
Step 1: On your computer, go to the Device Management portal:
https://montgomerycollege.login.duosecurity.com

Step 2: **Enter** your MyMC username and password
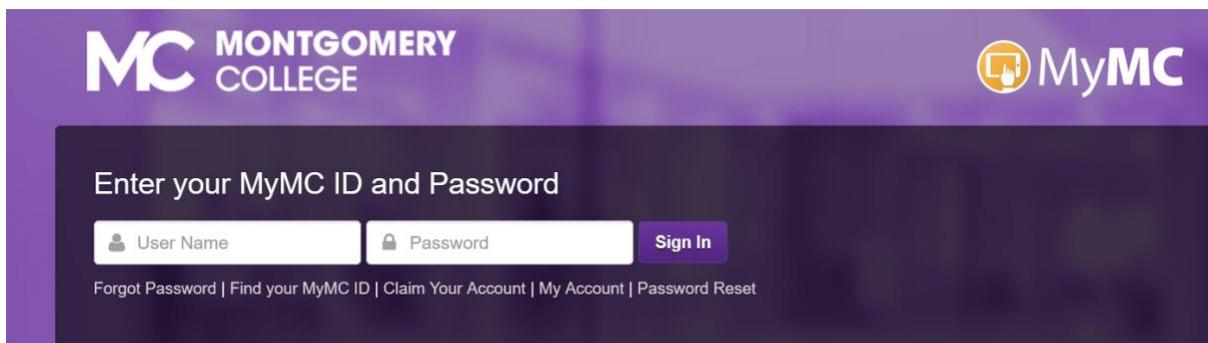
Step 3: **Choose "Next"**
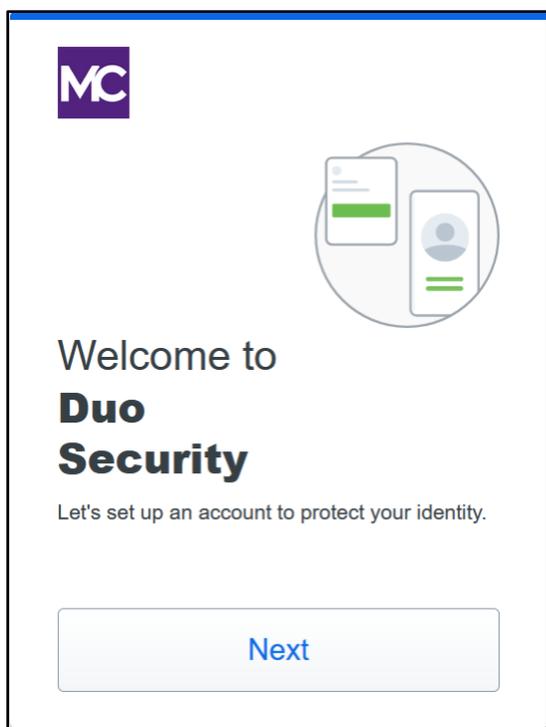
Step 4: Choose "Duo Mobile" the recommended option, or review your options below:

- **Duo Mobile** is the most convenient authentication method by providing Duo Push – just tap "Approve" on the Duo Push login request sent to your device and you can quickly generate login passcodes, even without an internet connection or cell service.
- **Security Key** is a device that plugs into your USB port and when tapped or the button is pressed it authenticates your login. Users that choose this option must purchase the security key. The YubiKey 5 series FIDO2/WebAuthn and FIDO U2F are compatible.
- **Phone number** allows users to receive a passcode via SMS text message.
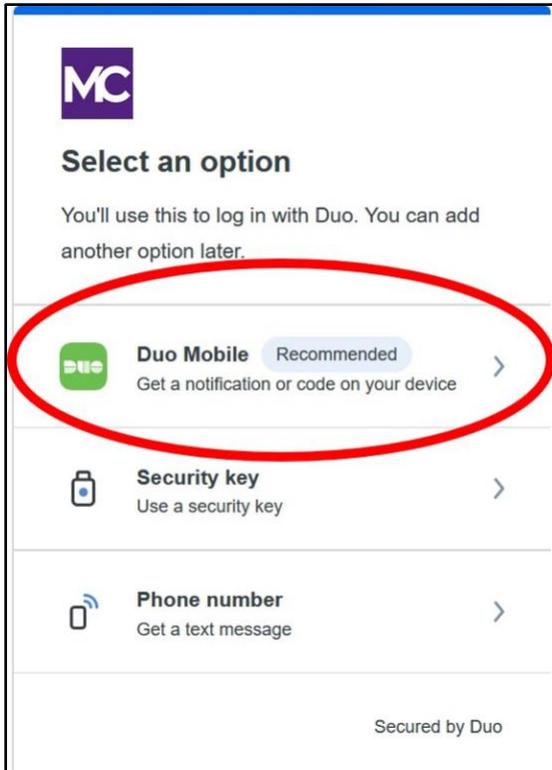
Step 5: **Enter** your device phone number or if using a tablet, choose "**I have a tablet**":
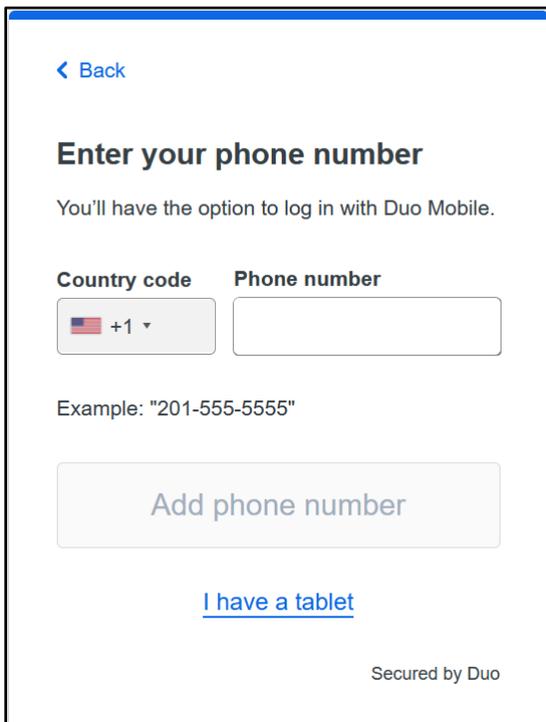
Step 6: Verify the phone number is correct:
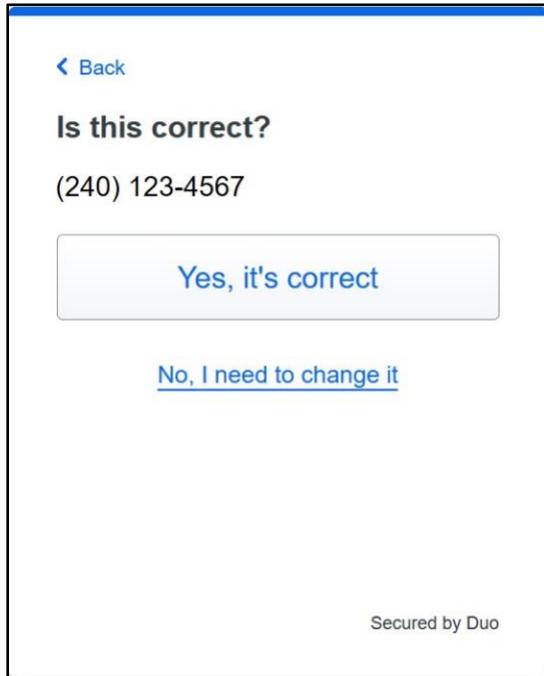
Step 7: Confirm your device ownership by clicking **"Send me a passcode":**
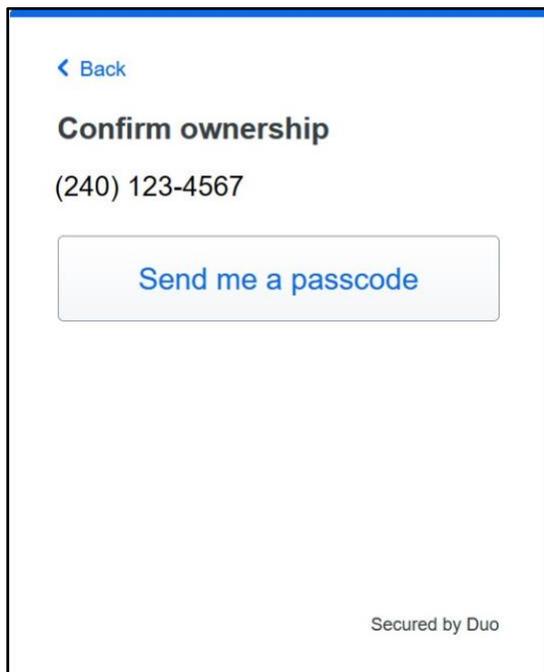
Step 8: Enter the passcode you received on your device via text:
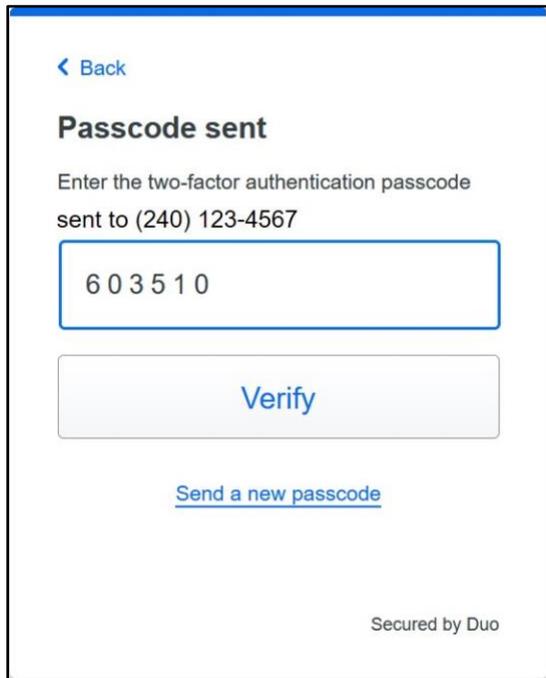
Step 9: Go to the device you are registering and **Download** the Duo Mobile app (if you already downloaded the app, go to your device and open the Duo Mobile app):
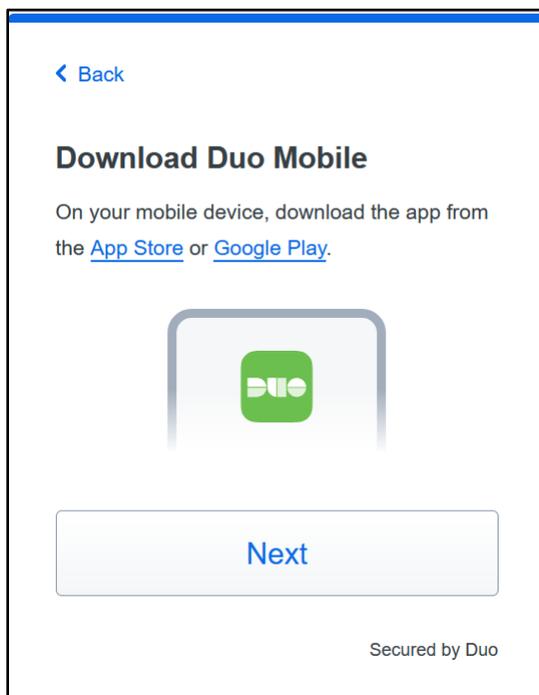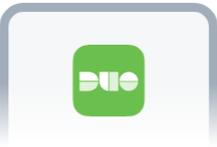
Step 10: Open the Duo Mobile app on your device and select **"Continue"**:
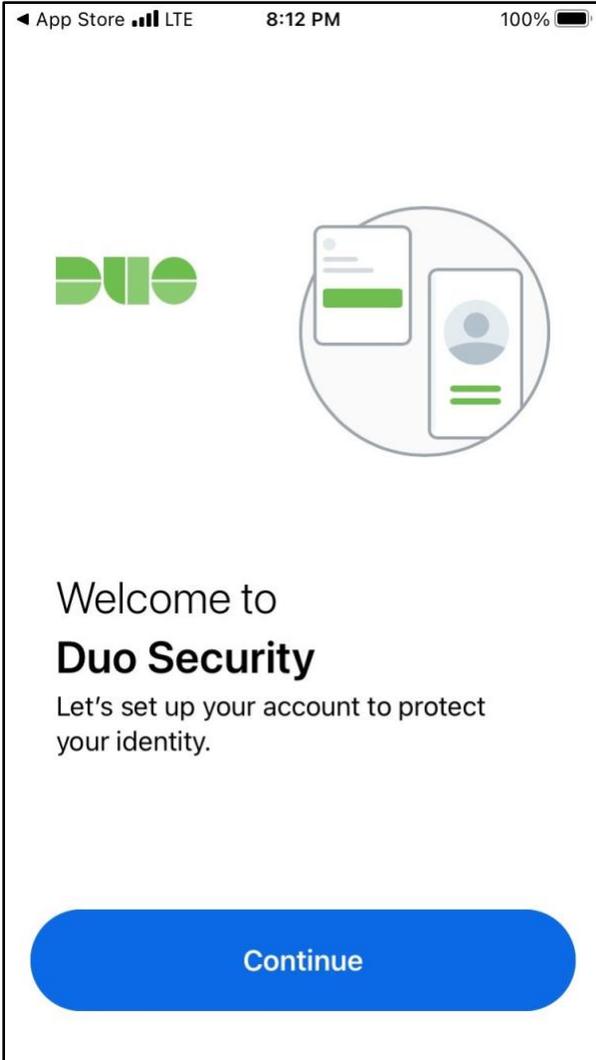
Step 11: Choose "Use a QR code":
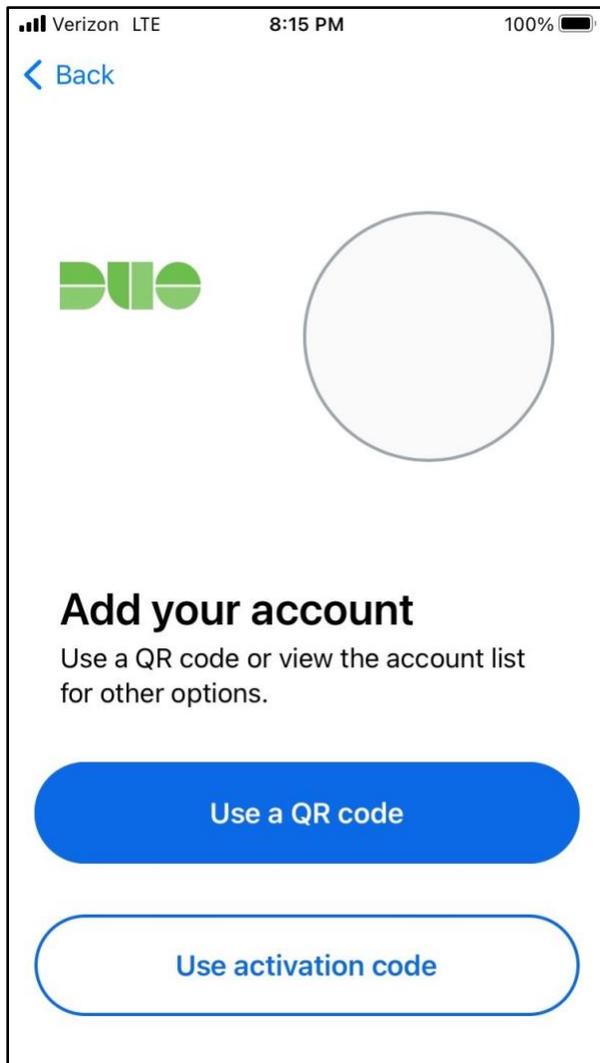
Step 12: Select "OK" to allow the Duo Mobile app to access your device camera to scan the QR code on your computer screen:
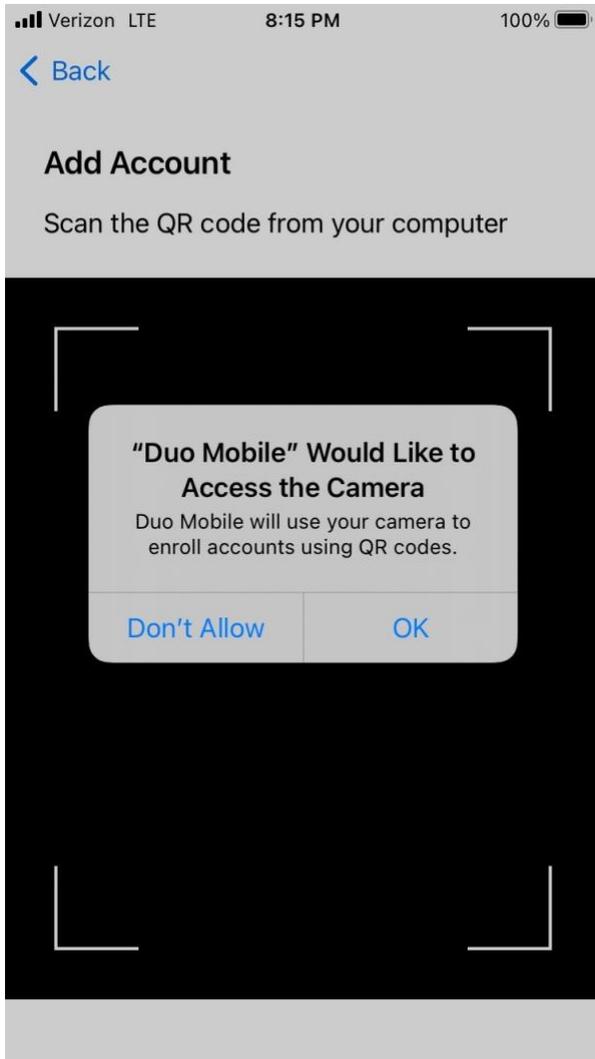
Step 13: Scan the code on your computer screen:
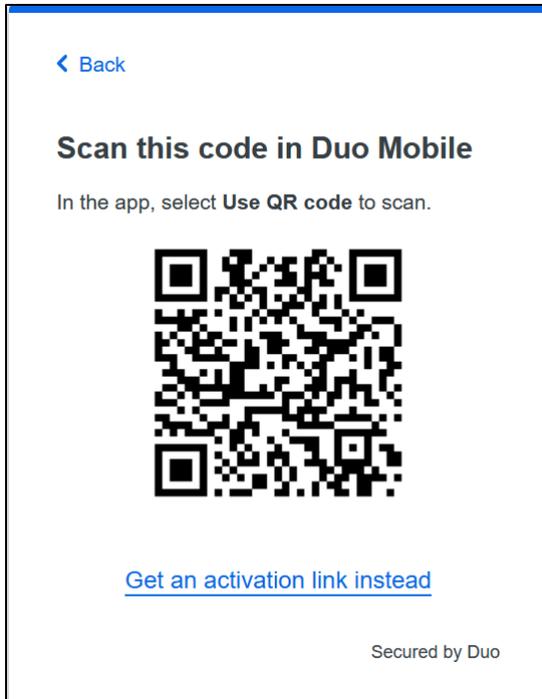
Step 14: Your 2FA Duo account is now linked with your device. In Duo Mobile it shows up as "Montgomery College":
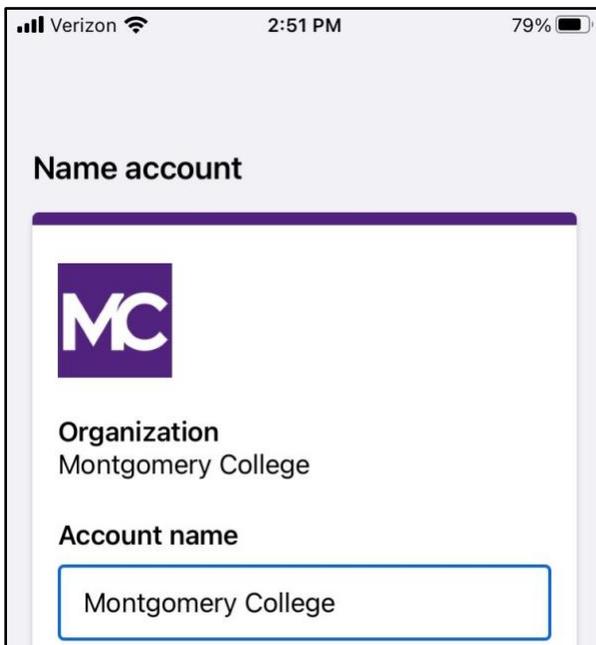
Step 15: Follow the practice steps to become familiar with the new interface otherwise, log in to MyMC or Office 365 email.

Account linked!

Next, let's practice how to protect
your identity.

Practice now

Skip