

## **ASUMH Duo Instructions**

Revised Summer 2022

# Already have DUO from another Arkansas State University branch?

Stop here and complete this form

https://services.asusystem.edu/TDClient/41/ASUMH/Requests/TicketRequests/NewForm?ID=u4Q3nVQevI0\_&RequestorType=Service&SIDs=12

#### Download the Duo App in the App Store or Google Play

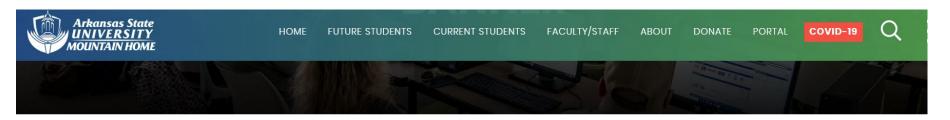




#### Login to site

# www.asumh.edu/banner

#### Select the Student Self Service option



#### **About BANNER by Ellucian**



We have recently switched from the Student Information System 'Jenzabar Campus Connect' to Banner. This page will allow you to register, drop, view grades, view financial aid, and pay your bill. Please click on Student Self Service link (top right) to get started.

#### Important Info

Student Self Service - click here Faculty Self Service - click here Banner Admin

#### **Contact Info**

IT Helpdesk 870-508-6223

#### This will open a new window to sign in to Ellucian



#### Tap start setup



What is this? If Need help?

Secured by Duo

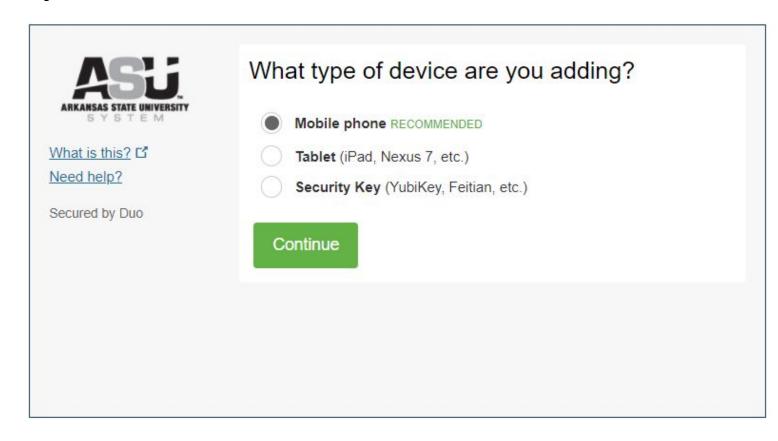
#### Protect Your Arkansas State University Account

Two-factor authentication enhances the security of your account by using a secondary device to verify your identity. This prevents anyone but you from accessing your account, even if they know your password.

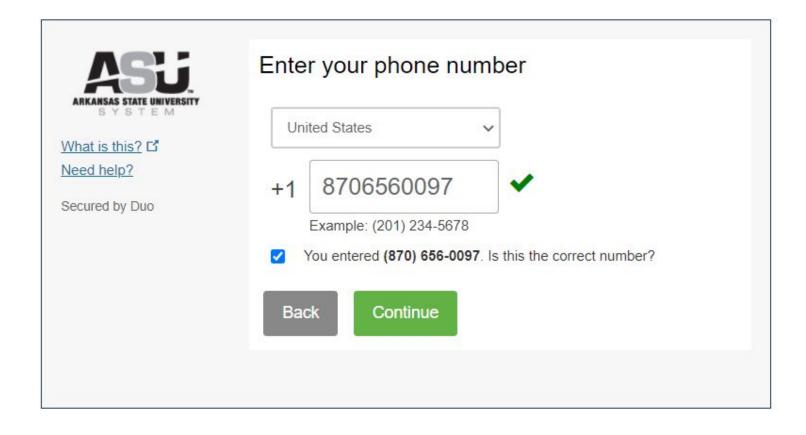
This process will help you set up your account with this added layer of security.

Start setup

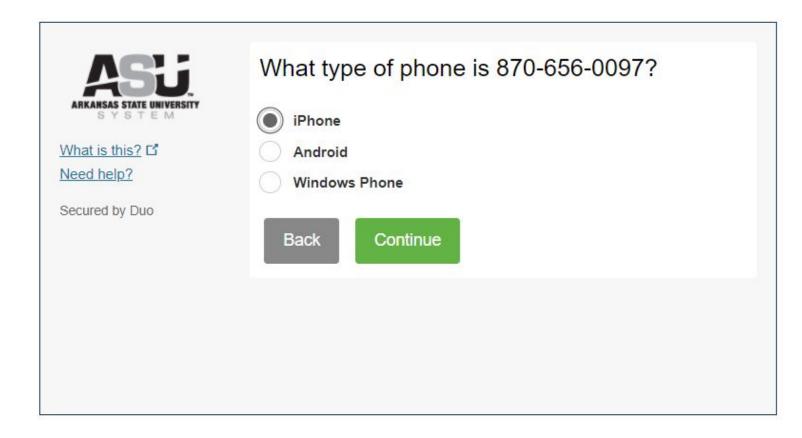
#### Select your device



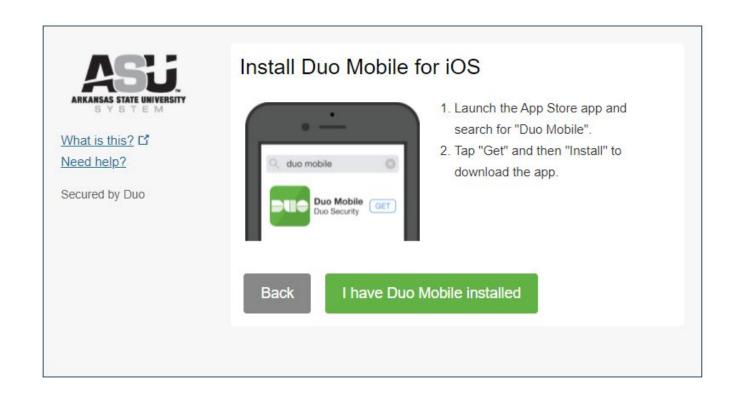
#### Enter your phone number, and check box to confirm



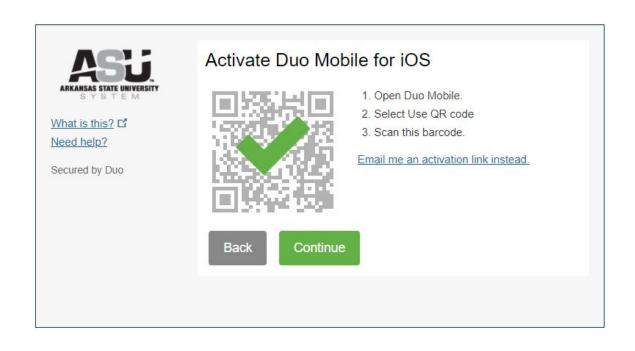
### Select your phone type



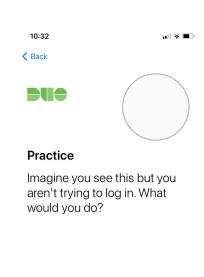
#### Tap the I have Duo Mobile installed box



# Use your phone's QR reader to capture the code, follow the prompts on your phone, then click continue

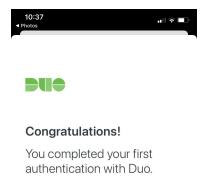


### Follow prompts on your phone to complete setup

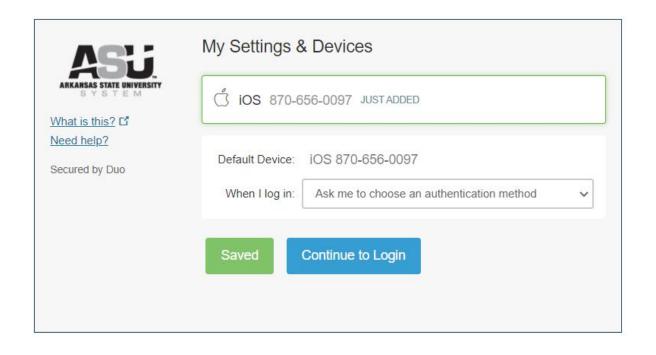




#### Your phone screen when complete, click OK



#### Tap Continue to Login



#### If you do not want to use your phone to authenticate

Email the IT help desk at <a href="mailto:helpdesk@asumh.edu">helpdesk@asumh.edu</a> to obtain a fob.

If you experience difficulty setting up your Duo Mobile account, please contact the IT help desk at <a href="mailto:helpdesk@asumh.edu">helpdesk@asumh.edu</a> or 870-508-6223