

Registering Your iPad

Prior to using the *Duo Mobile* app on your iPad, you must connect to your Duo account to register your iPad as a new device to use for authentication. The following explains how to register your iPad to use for authentication with your KSU Duo account:

1. In your browser, navigate to <https://uits.kennesaw.edu/duo>.
2. The *Duo homepage* will load. On the *left menu bar*, click **Duo Device Registration**.

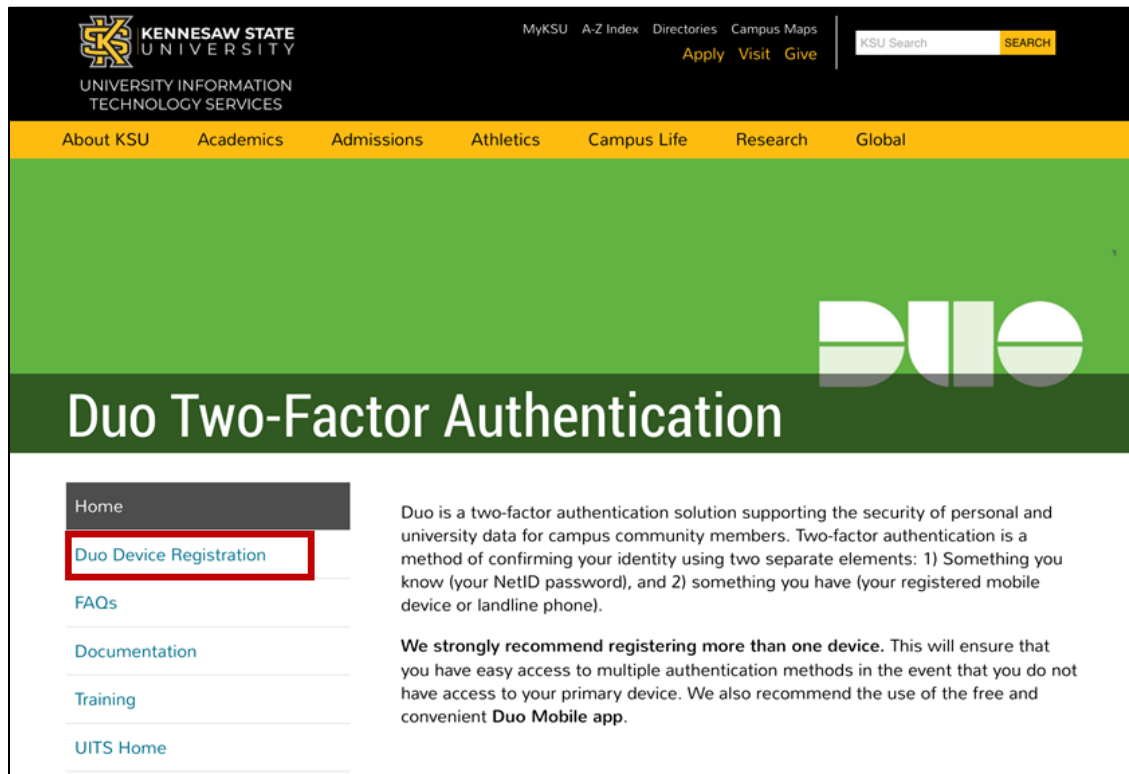


Figure 1 - Click Discussions

3. The *Central Authentication Service* page will load. Enter your **NetID** and **NetID password** (See Figure 2).
4. Click **Login** (See Figure 2).

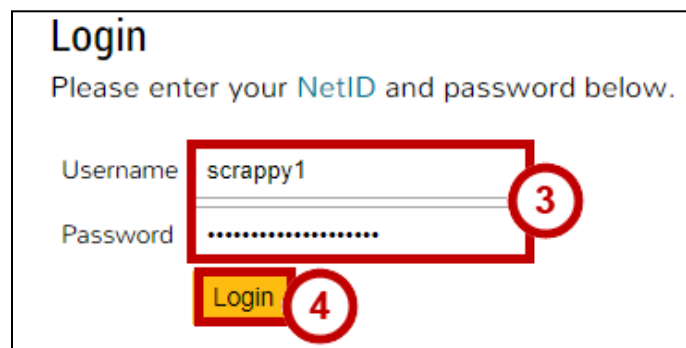


Figure 2 - Click External Learning Tools

5. You will be asked to select a method of identity authentication. This device used to authenticate must already be configured and be in use for your KSU Duo account. In this example, as indicated by push method recommendations, select the following:
 - a. Select the **Smartphone device** already configured for your account (e.g., Android or iPhone) (See Figure 3).
 - b. Click **Send Me a Push** (notification) (See Figure 3).

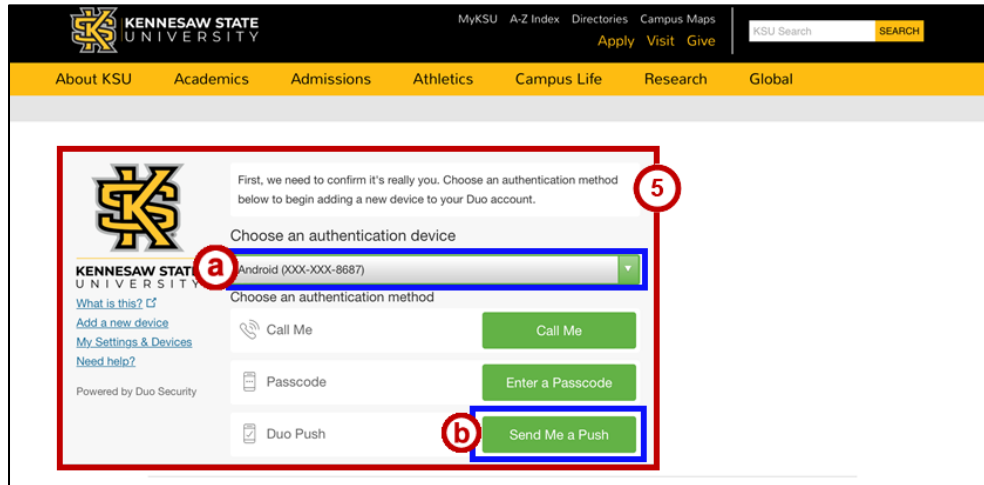


Figure 3 - Select Identity Authentication Method

6. Once verified using the push notification for the selected device, Click **Add a new Device** (See Figure 4).
7. The *What type of device are you adding* window opens. Select **Tablet** (See Figure 4).
8. Click **Continue** (See Figure 4).

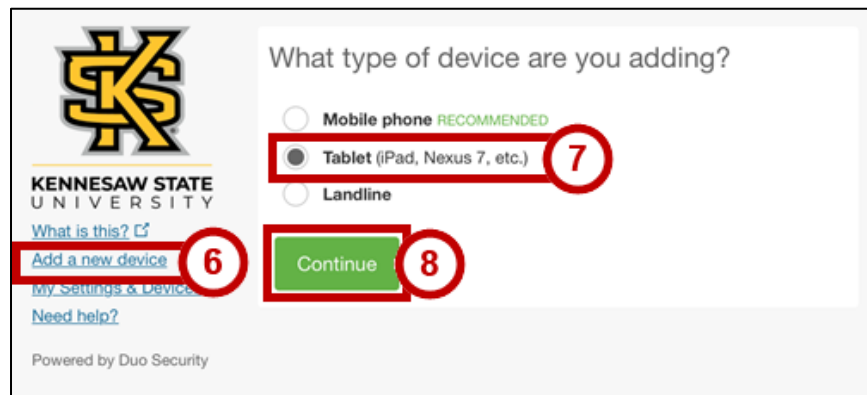


Figure 4 - Select Device

Note: The *Install Duo Mobile for iOS* window may open. If it does, click **I have Duo Mobile Installed** and proceed to step 9; otherwise, skip to step 12.

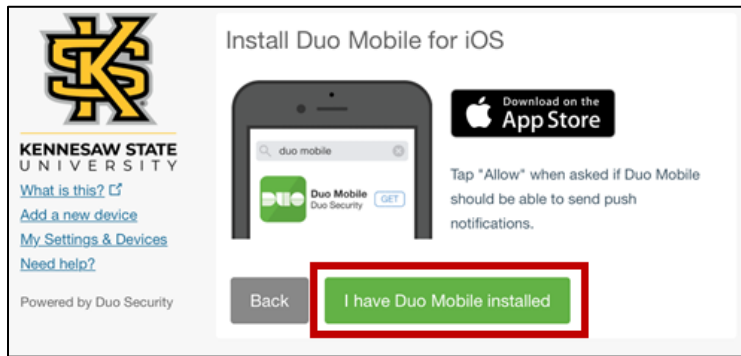


Figure 5 - Click I have Duo Mobile

9. The *Finish by Connecting to Duo Mobile* window will open. Click **Take me to Duo Mobile** and proceed to step 10.

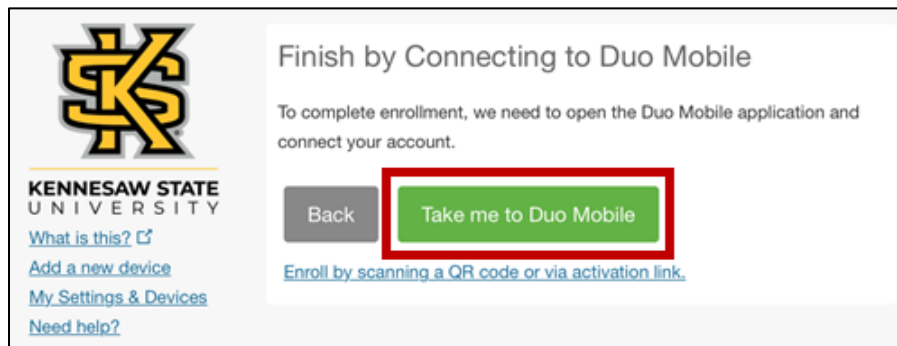


Figure 6 - Click Take me to Duo Mobile

10. Click **Open**.

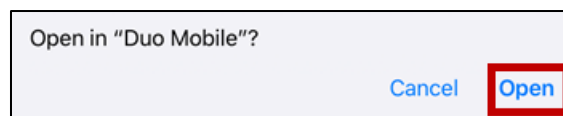


Figure 7 - Click Open

11. Click **Continue**.

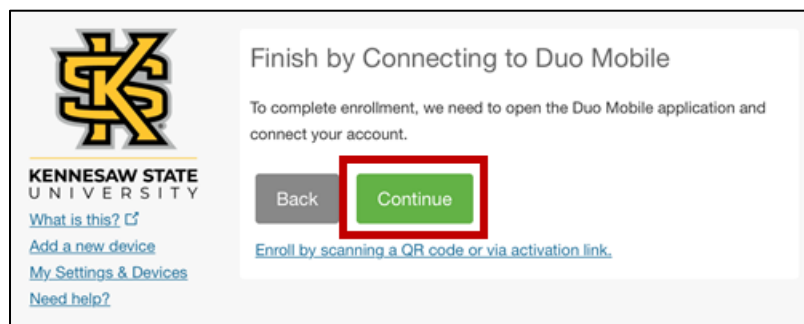


Figure 8 - Click Continue

12. The *Activate Duo Mobile for iOS* screen will open. On your iPad, open *Duo Mobile* app and **scan** the barcode on the <https://uits.kennesaw.edu/duo> site.

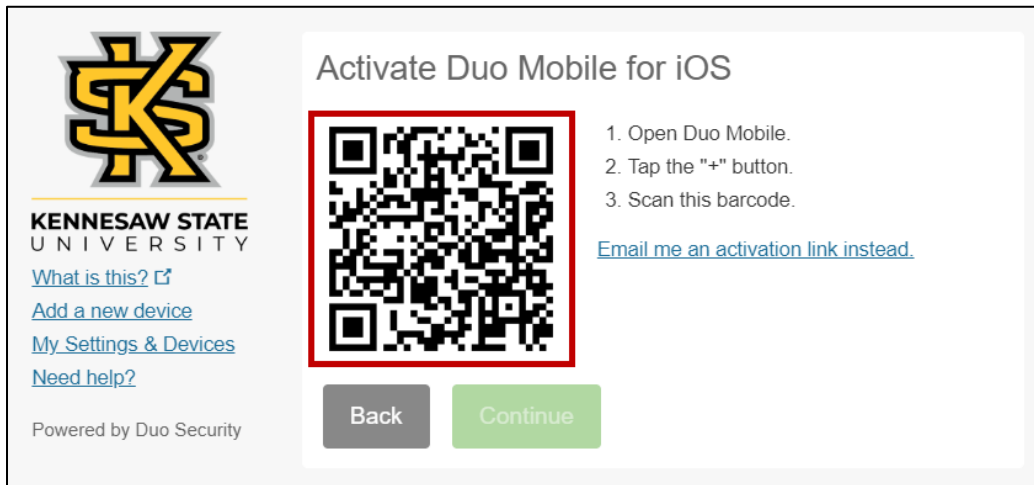


Figure 9 - Open Duo Mobile and Scan the Barcode

13. After you have successfully scanned the barcode, click continue to complete setting up your account.

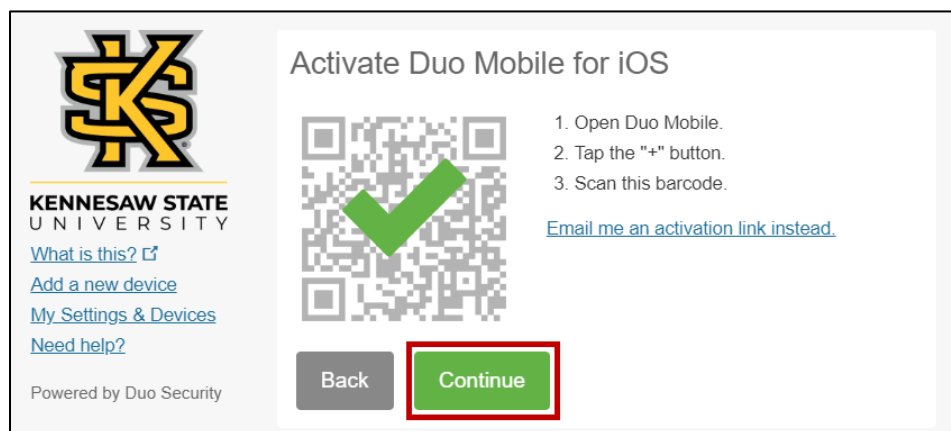


Figure 10 - Click Continue to Setup Your Account

14. Your Duo Mobile account is configured. You will now receive push notifications on your iPad for authentication purposes.

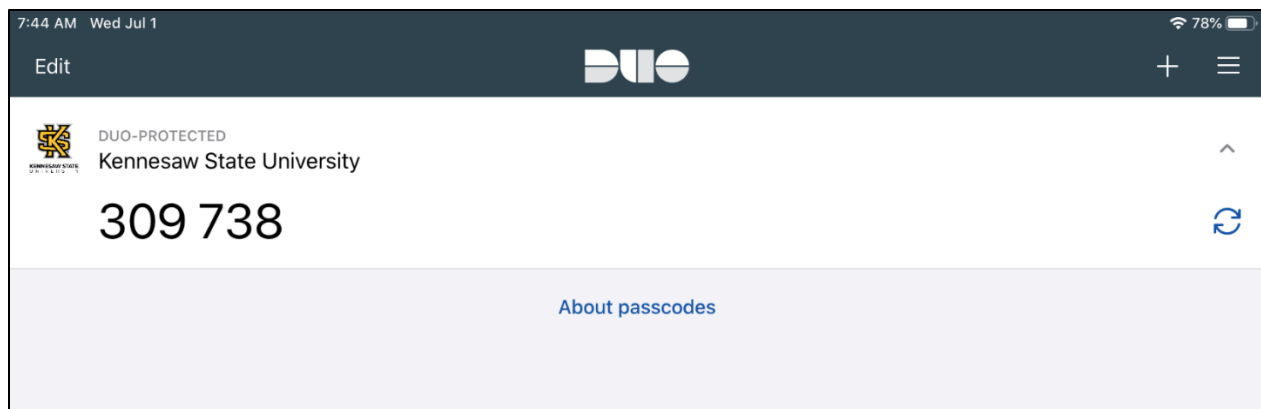


Figure 11 - Duo Mobile Account Configured

Note: For more set up options, such customization the device, go to <https://uits.kennesaw.edu/duo>.

Receiving a Push Request via the Duo Mobile App

When you select *Send Me a Push* as your authentication method, you will receive a push notification on your iPad via the Duo Mobile app.

If notifications are enabled, the push will appear as a notification on your lock screen. Swipe across the **notification** to access the *Login Request* page.



Figure 12 - Duo Push on the Lock Screen

If you do not see a notification on your lock screen, open the Duo Mobile app and tap **Request Waiting**.

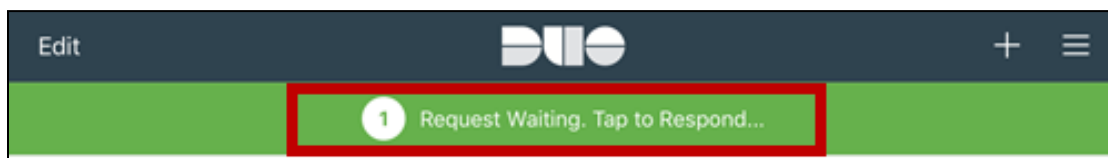


Figure 13 - Request Waiting

After swiping the notification or opening the Duo Mobile app, the *Login Request* page loads. Tap **Approve** to access your account.

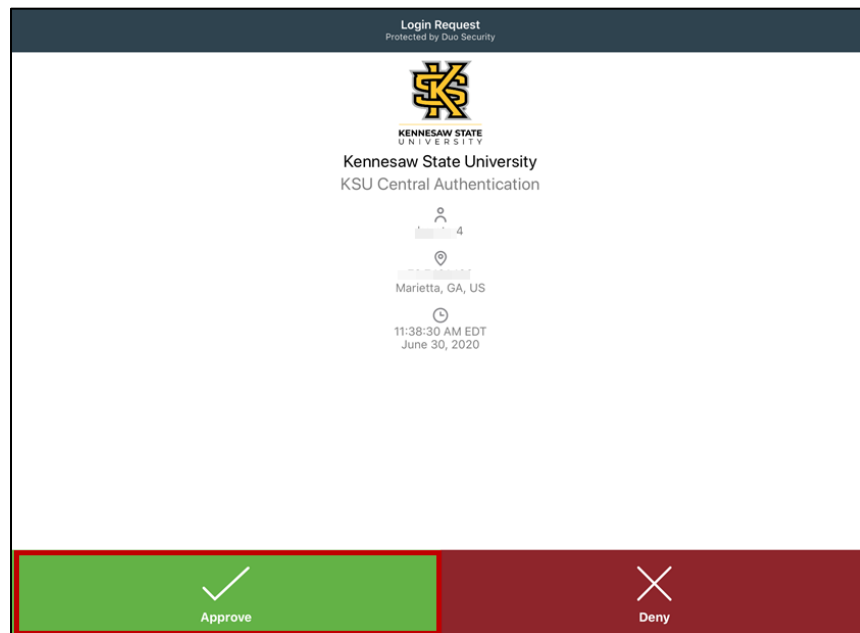


Figure 14 - Login Request/Push Approval