# Email/DUO Two-factor authentication for Windows

Supported Browsers: Chrome, Firefox, Safari, Internet Explorer 11 or later, and Opera.

Two-factor authentication adds a second layer of security to your online accounts. Verifying your identity using a **second factor** (like your phone or other mobile device) prevents anyone but you from logging in, even if they know your password.

We have been given permission to implement two-factor authentication for Outlook Web Access. Below are the instructions for enrolling in DUO, our two-factor authentication product.
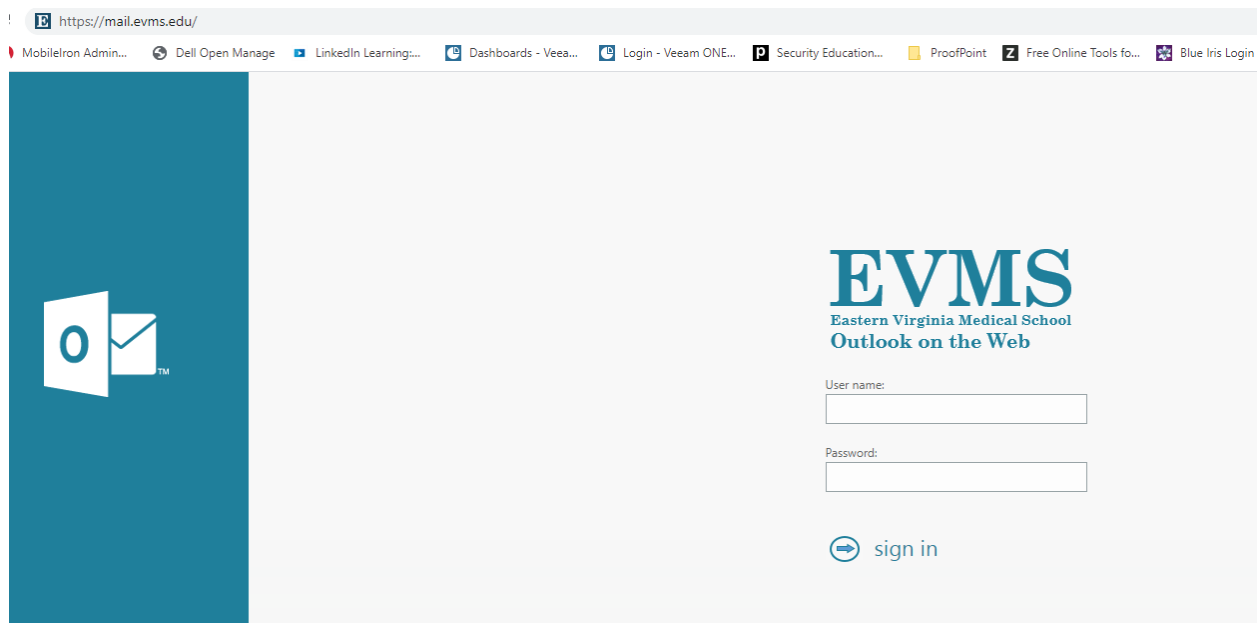
1. In one of the supported browsers listed above go to https://mail.evms.edu
2. Type in your EVMS credentials click "**_Login_**"
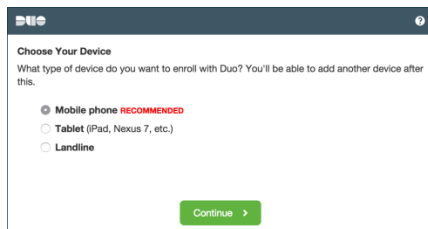3. You will now be prompted through the DUO account set up.

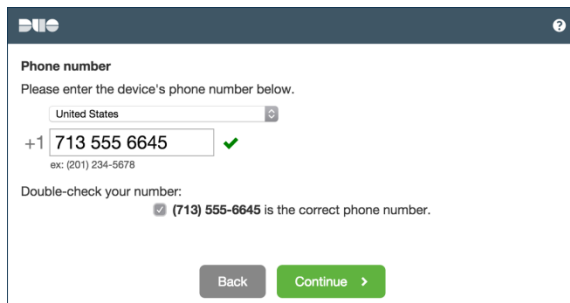# 1. Welcome Screen
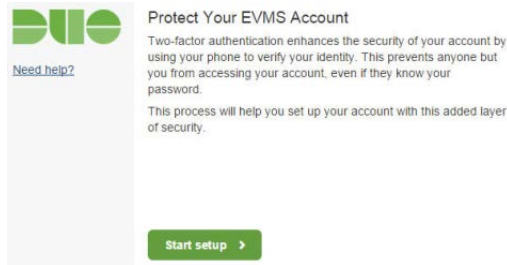
Click "**Start Setup"** to get started.

2. Choose Your Authenticator

We recommend using a smartphone for the best experience. If you choose landline you MUST choose an off campus number.
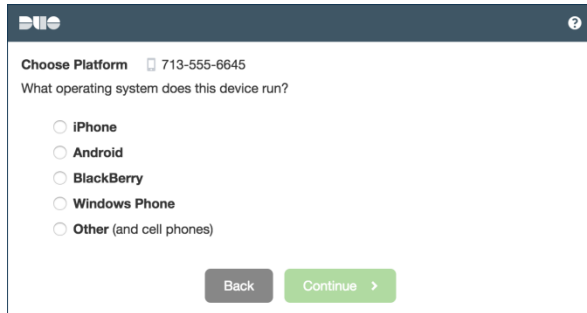

Click **Continue**

3. Type Your Phone Number

Select your country and type your 10 digit phone number. Use the number of your smartphone that you'll have with you when you're logging in. Double-check that you entered it correctly, check the box, and click "**Continue"**.
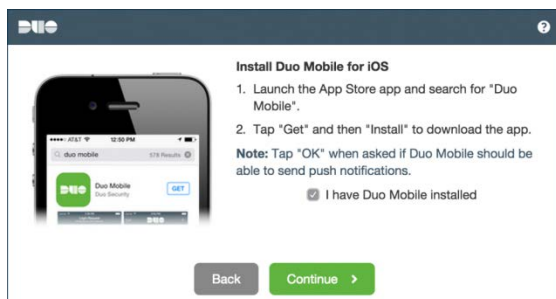
4. Choose Platform

Choose your device's operating system. Click "***Continue***"

Note: If you chose "Other (and cell phones)" from above after you click "Continue" Your DUO account is ready to use. If you are able to install the DUO app on your device please continue to step 5.
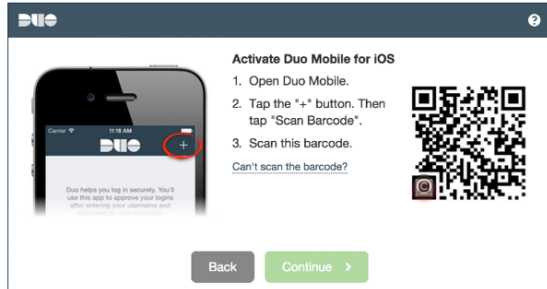
5. Install Duo Mobile

Follow the platform-specific instructions on the screen to install Duo Mobile.

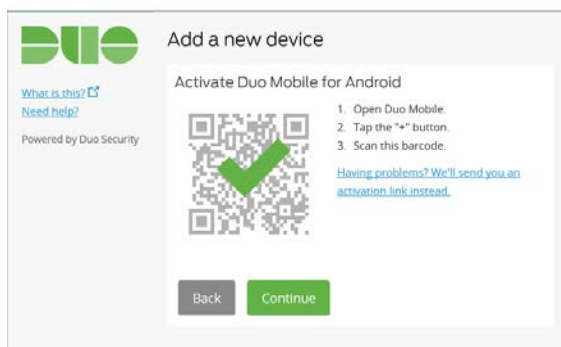Once the DUO app is installed on your phone click "***Continue***"

6. Activate Duo Mobile

NOTE: Please be sure to scan the barcode generated by the DUO account setup wizard and not the screenshot here, which is included only as an example.
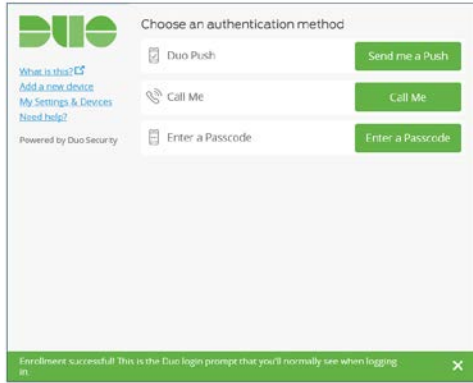
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On the Activation Screen. Using the DUO app on the phone Scan the barcode from the setup wizard on PC or MAC.

The "*Continue*" button is clickable after you scan the barcode in setup window. Once the barcode has been recognized you will receive a green check mark in the barcode field on pc screen. Click "*Continue*"
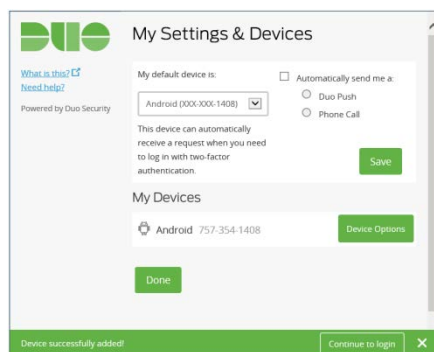
Click "*Done*"

Your enrollment has been successful when you see the above screen.