MFA Quick Guide: Enrolling a Device

Summary

Multi-factor Authentication (MFA) is a simple and quick log-in process that will require you to prove your identity utilizing a second factor (for example, a mobile device, a landline phone, or a token) after providing your Yale credentials. Use this article for instructions for activation and enrolling your first device for Multi-factor Authentication (MFA). The device enrollment process makes it easy to enroll a phone and install the Duo Mobile application on a smartphone or tablet.

- This is only required when logging in from off campus. *Off Campus is defined as anything other than Yale Secure Wireless, Yale Wireless, or Yale hard wired network. Note: There are a few physically / geographically remote offices (medical) which are connected via Aruba Networks however they are considered on Campus and they will see no change. “Yale Guest” is an Off Campus network.
- Once you are enrolled you will be able to log into CAS, YaleConnect and VPN with your second factor.

Step-by-step guide

To activate and enroll your FIRST device for MFA, information can be found on the Yale University ITS web pages for How to register | enroll a Multifactor device for authenticating identity when using CAS, VPN, or other restricted online Yale resources. See also Multifactor Authentication (MFA-DUO): Enrolling and managing devices for more informative instructions.

Change your default authentication device and authentication options

1. Navigate to: http://access.yale.edu
2. Enter your NetID & NetID password
3. On the left side, choose My Settings & Devices
4. Choose an authentication device and select your authentication method
5. Once you have approved the authentication, select the device you wish to be default from the "Default Device" drop-down. This device will be the primary device that any authentication attempts via Call, SMS or Push are sent.
6. Optionally, you can also set a default for how to handle authentication attempts when you log into a DUO protected resource. Choose one of the following options from the "When I log in" drop-down.
   - **Ask me to choose and authentication method** - Have DUO prompt you to choose Push, Call or Passcode each time you authenticate.
   - **Automatically send this device a DUO Push** - When you attempt to log into a DUO protected resource a Push request is automatically sent to this device.
   - **Automatically call this device** - When you attempt to log into a DUO protected resource a call is automatically sent to this device to authenticate you.

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