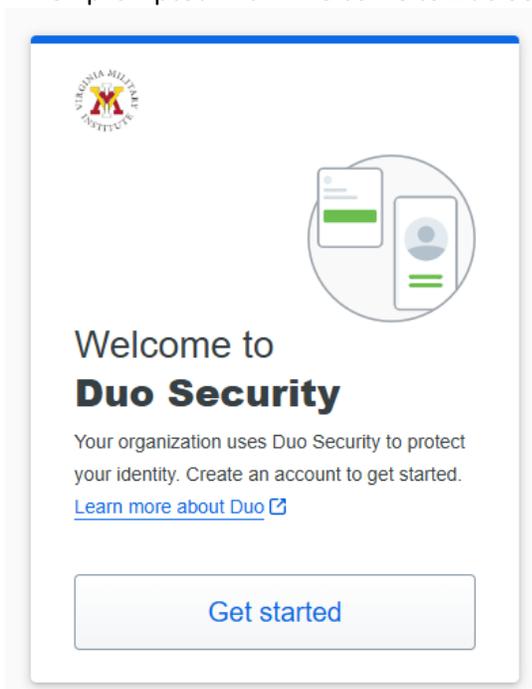


INSTRUCTIONS FOR APPOINTED STUDENTS: DUO MOBILE

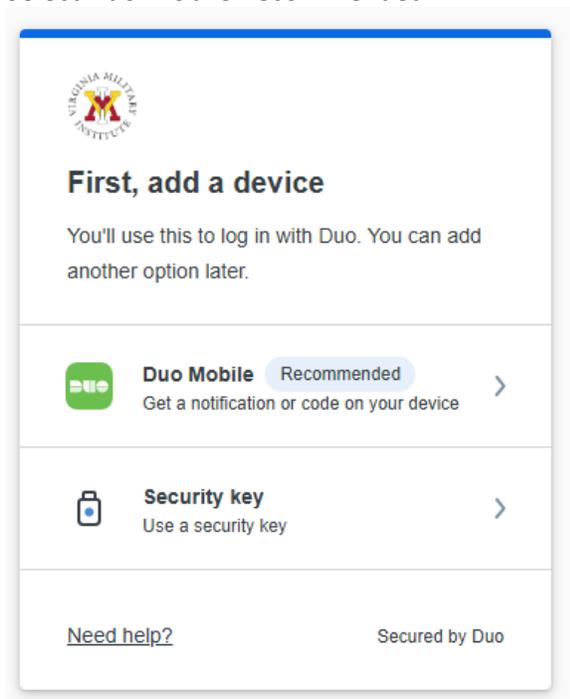


Reminder: If you have difficulty following these instructions or have any questions about the procedure, please contact the VMI Information Technology Help Desk at 540-464-7643.

1. Log into Self-Service Password website, <https://ssp.vmi.edu/>, using the credentials you were provided.
2. Choose three security questions and provide answers to the questions.
3. When prompted with “Welcome to Duo Security” screen, select Get started.



4. Select Duo Mobile Recommended



INSTRUCTIONS FOR APPOINTED STUDENTS: DUO MOBILE



5. Enter your mobile phone number

A screenshot of a mobile application interface. At the top left is a blue back arrow and the text '< Back'. Below this is the heading 'Enter your phone number' in bold. Underneath is the text 'You'll have the option to log in with Duo Mobile.' There are two input fields: 'Country code' with a dropdown menu showing a US flag and '+1', and 'Phone number' which is empty. Below the fields is the text 'Example: "201-555-5555"'. A large light blue button labeled 'Continue' is centered. Below the button is a blue link that says 'I have a tablet'. At the bottom left is a blue link 'Need help?' and at the bottom right is the text 'Secured by Duo'.

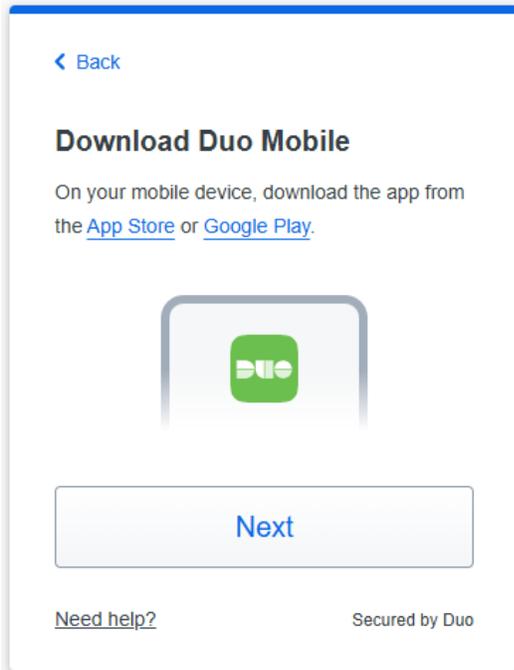
6. Select Yes, it's correct to confirm the mobile phone number you entered.
[Number hidden from sample for security].

A screenshot of a mobile application interface. At the top left is a blue back arrow and the text '< Back'. Below this is the heading 'Is this correct?' in bold. Underneath is a grey box with the text 'Number will display here.' in red. A large light blue button labeled 'Yes, it's correct' is centered. Below the button is a blue link that says 'No, I need to change it'. At the bottom left is a blue link 'Need help?' and at the bottom right is the text 'Secured by Duo'.

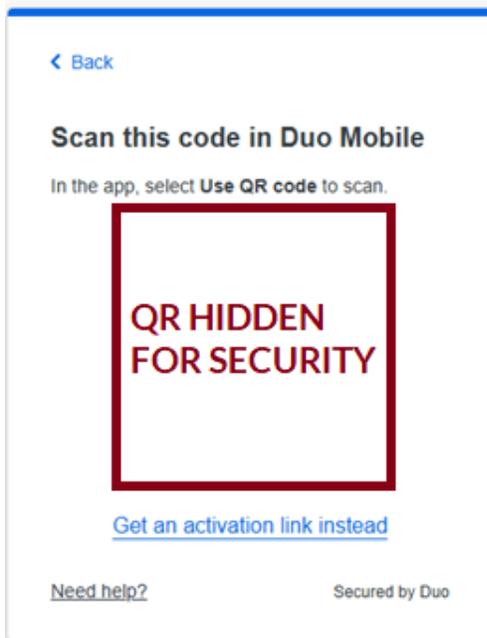
INSTRUCTIONS FOR APPOINTED STUDENTS: DUO MOBILE



7. Download the Duo Mobile app on your mobile device through the App store. Once downloaded, select Next under Download Duo Mobile



8. Launch the Duo Mobile app on your mobile device and select Scan QR code. Scan the QR code presented on your computer screen. [QR hidden from sample for security].



INSTRUCTIONS FOR APPOINTED STUDENTS: DUO MOBILE



9. Once successful, you will receive a message saying Added Duo Mobile. Select Continue.

