

Setup TOTP MFA for Faculty and Students – DUO MOBILE

- It is recommended that you use two devices: a desktop or laptop computer on which to open the registration page and the mobile device/phone on which you will install the authenticator app.
- VERIFY that your phone is compatible with the DUO MOBILE APP
 - If your phone is NOT compatible with the DUO MOBILE APP, please contact the LOUISIANA TECH HELPDESK for assistance.

Helpdesk:

Email: helpdesk@latech.edu

Phone: 318.257.5300

Submit a ticket: <https://helpdesk.latech.edu/ticket/>

Remote Assistance: remote.latech.edu

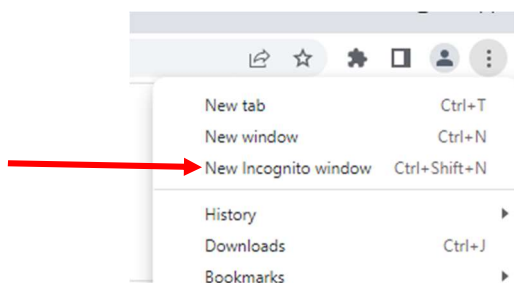
Website/chat: helpdesk.latech.edu

Located in the Basement of WYLY Tower, rm 155

- Proceed with DUO MOBILE App setup
- Install the DUO Mobile app on your phone/mobile device.



- Then, open an incognito browser and navigate to mfa.latech.edu. For Google Chrome, Microsoft Edge, and Firefox: In the upper-right-hand corner of the browser window click the menu button and select “**New Incognito Window**”.



- Then, login to **mfa.latech.edu** with your Canvas credentials.

- Click “Yes” to enable MFA on your account.

Louisiana Tech University MFA Control Panel

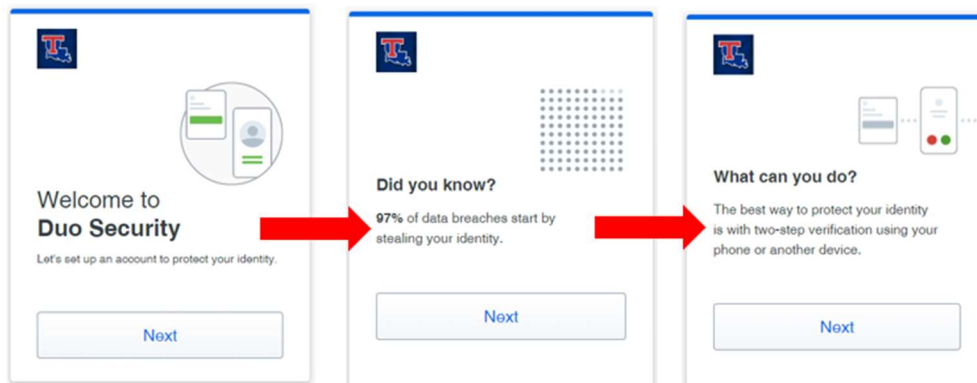
Success!

To complete the process, click the "Restart Login with MFA" button and start a new session. Login to a CAS protected service (Moodle, GSuite, etc) from a desktop or laptop computer. **After your initial authentication, you will be presented with a QR code to scan with the TOTP PIN app on your phone. DO NOT click register before scanning the QR code!**

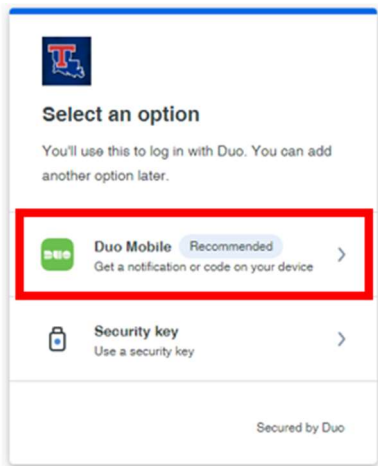
Once the QR code is scanned, the process is complete and you will be prompted to confirm logins by entering the PIN from your phone

[Restart Login with MFA](#) 

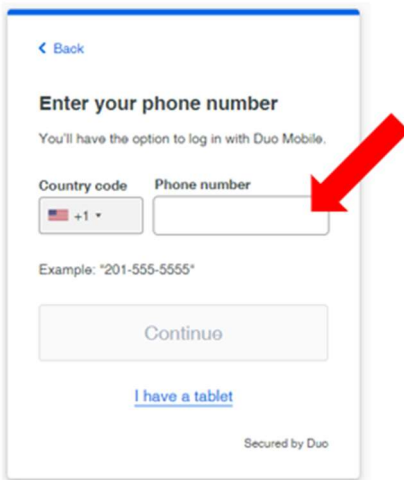
- On the next screen click, “**Restart Login with MFA**”. You will be logged out automatically.
- To complete the MFA setup, it is recommended that you use two devices: a desktop or laptop computer on which to open the registration page and the mobile device/phone on which you installed the authenticator app.
- Have DUO mobile ready and log on to **canvas.latech.edu** with your Canvas credentials.
- You should be prompted to set up DUO Mobile. Read the instructions and click **next**, then you will be prompted to select an option.



- Click the first option, **DUO Mobile**.



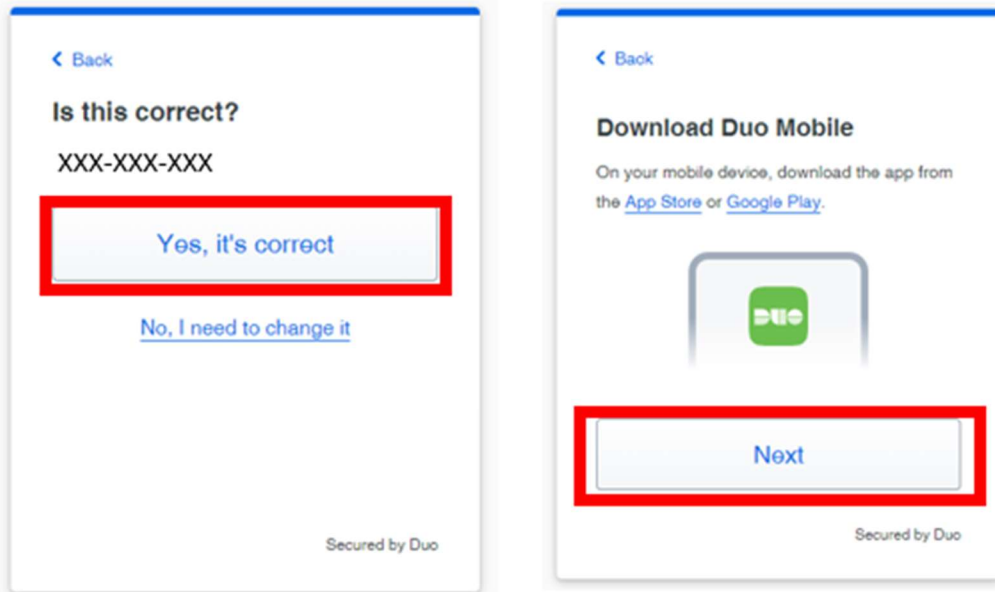
- Enter your **phone number**.



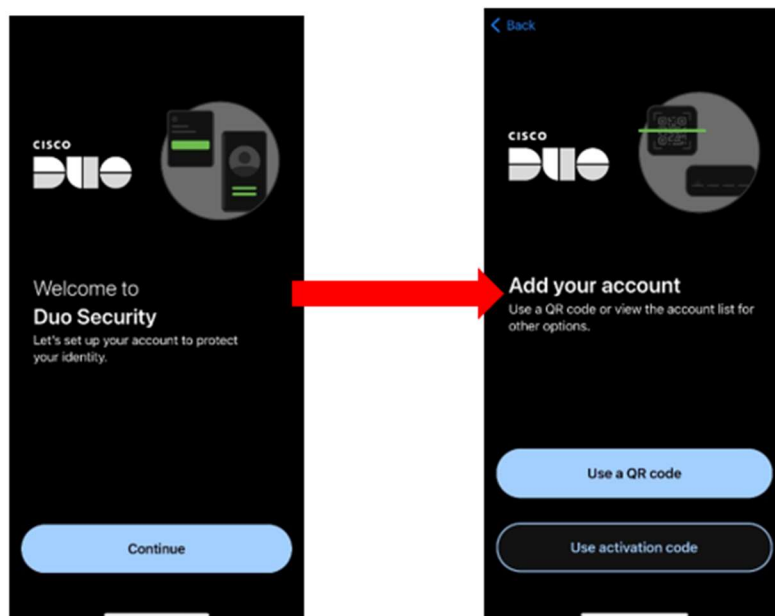
- **Confirm** your phone number and **download DUO Mobile** if you haven't already.



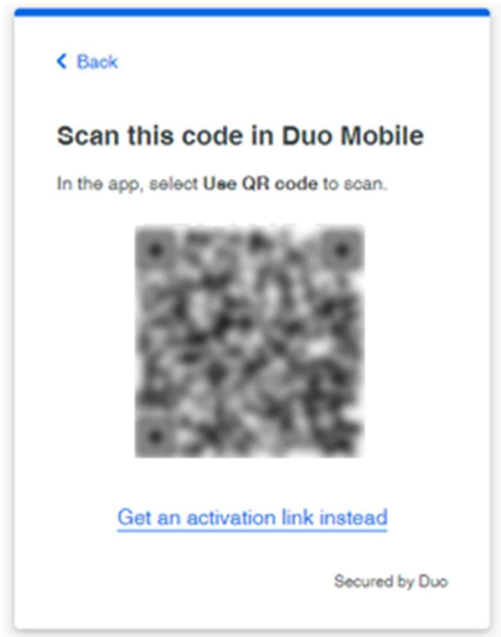
- Choose “**Next**” as you already have the Duo Mobile app installed.



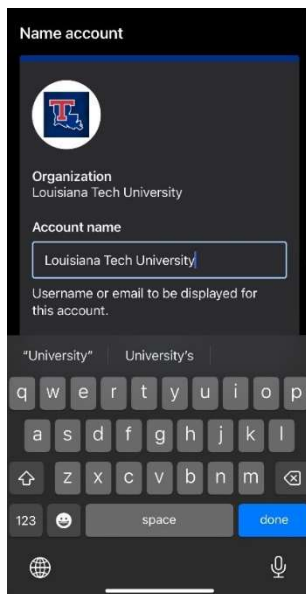
- Leave the QR Code that appears on the computer screen.
- Go back to Duo on your phone, and click “**Continue**” and choose “**Use a QR Code**”



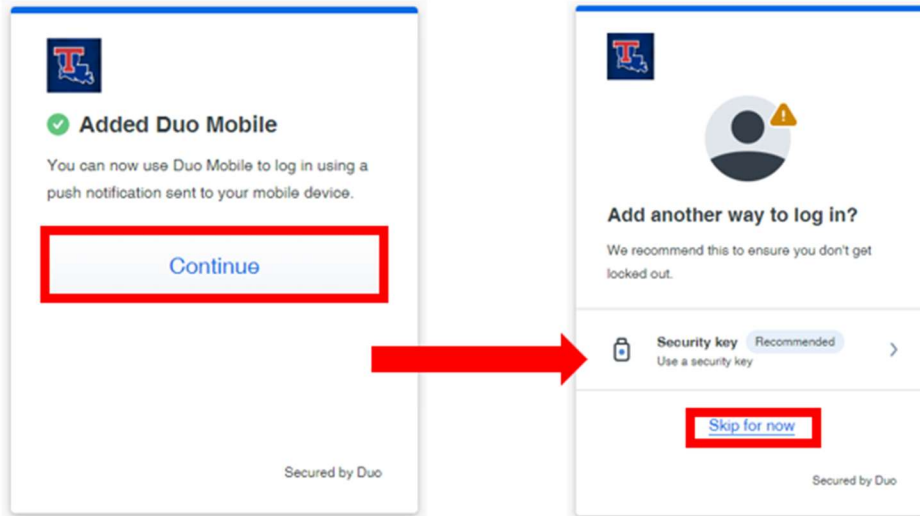
- Scan the QR code that is on the computer screen.



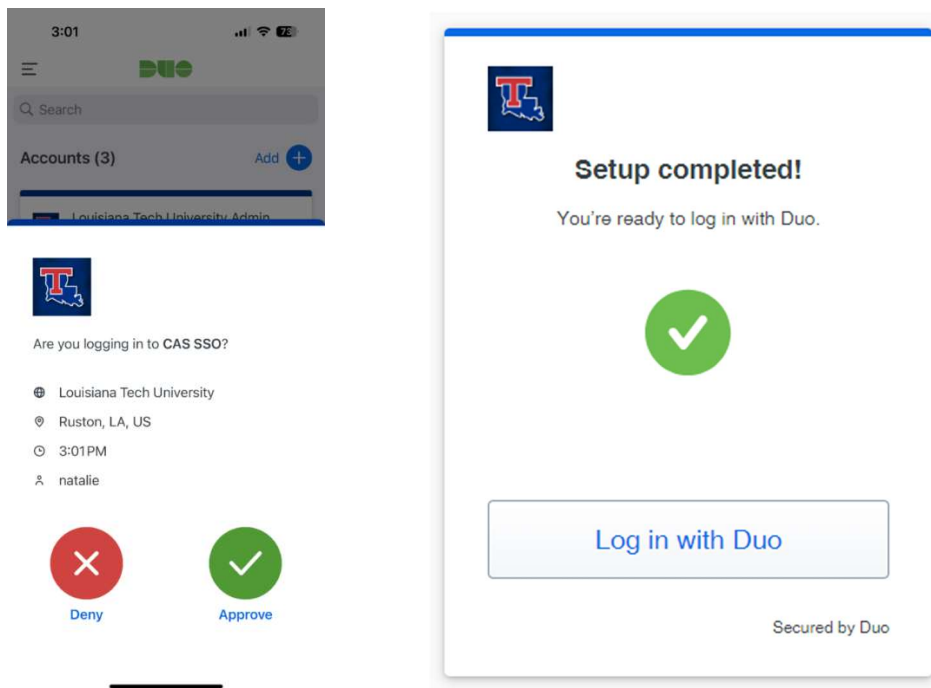
- Name the account “Louisiana Tech University”.



- Make sure to **skip the practice** and **allow notifications**.
- Once the QR Code is scanned, you should see confetti appear. Choose “**Continue**” and “**Skip for now**”.



- Choose “Login with Duo”. You will be prompted for a DUO push on your mobile device. Click the check mark to **Approve the push**.



Additional assistance – <https://guide.duo.com/universal-enrollment>
<https://helpdesk.latech.edu/kb/mfa/setup-totp-mfa-for-faculty-and-students/>