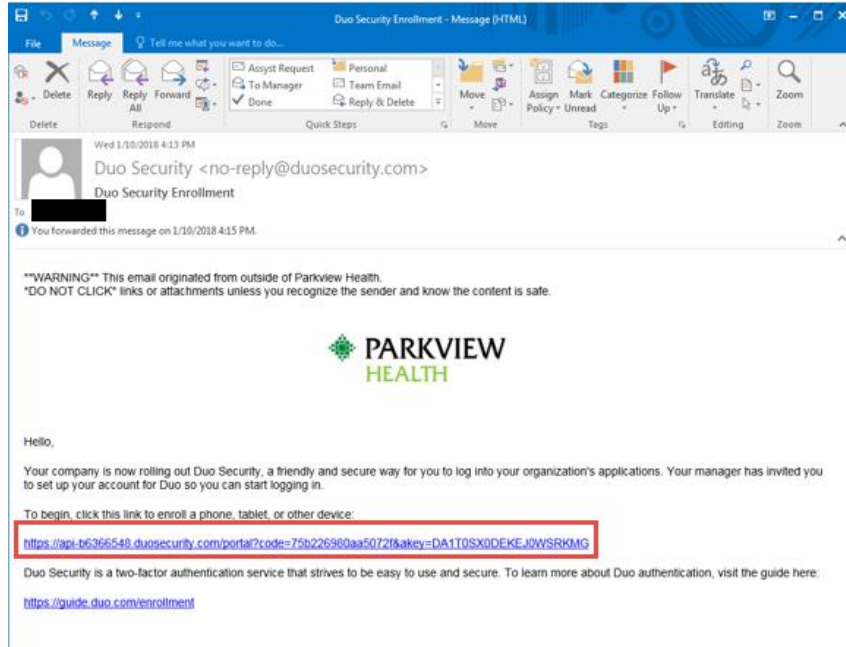


Setting up Duo Enrollment on your Mobile Device

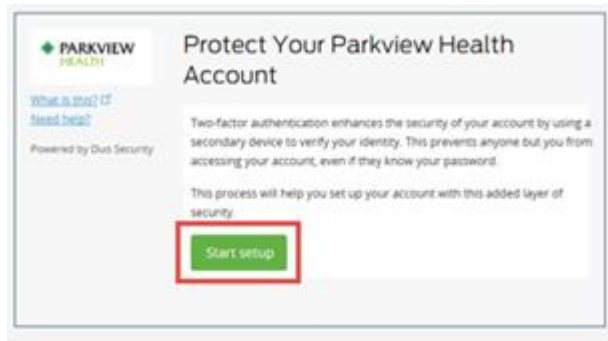
These setup steps only have to be performed once



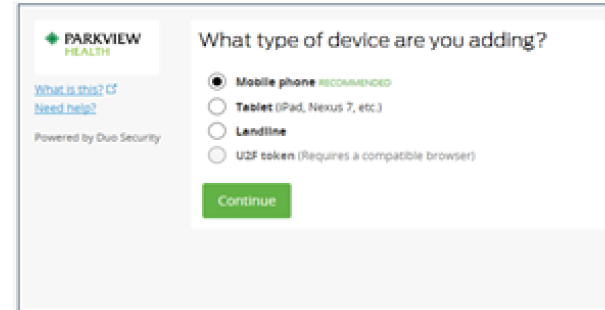
- 1 Click the link you received from Duo Security to start the enrollment



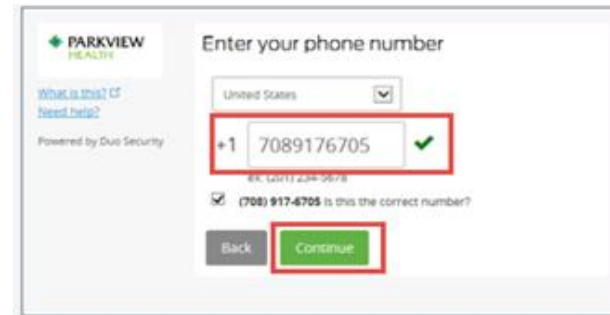
- 2 Click Start setup



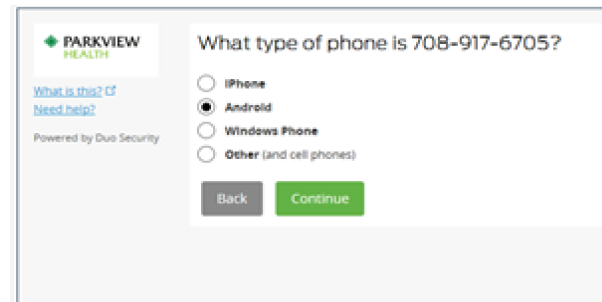
- 3 Select Mobile phone, Tablet or Landline Click Continue



- 4 Enter your phone number, with area code and no dashes and Click Continue



- 5 Select your phone type and Click Continue



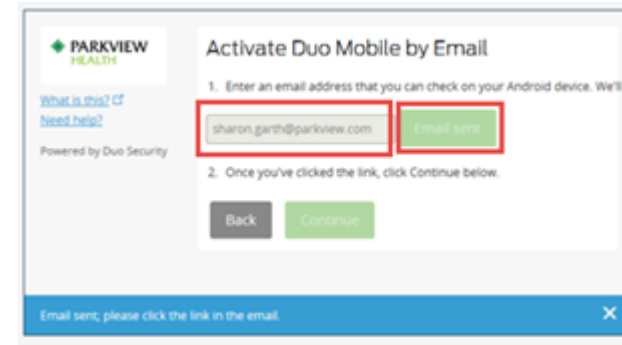
- 6 Follow the instructions to install Duo App on your phone. (note: App is used for Duo Push option) Once installed on your phone, Click I have Duo Mobile Installed. If you do not want to install App select, “**I have Duo Mobile installed**” and go to step 8. An activation link will be sent to your Parkview email account if you’re not using Duo App.



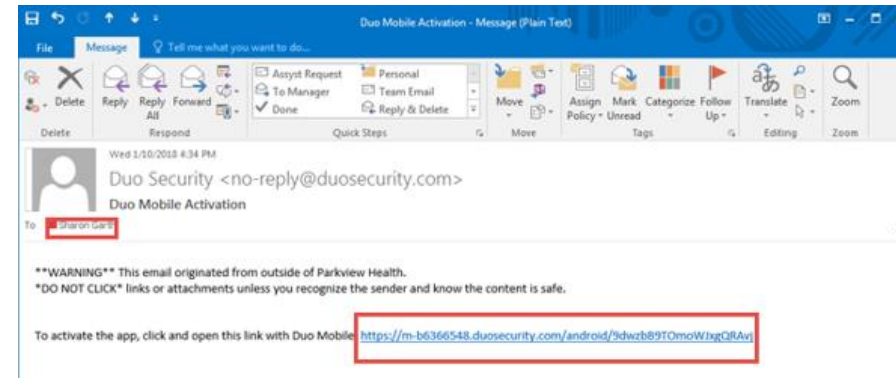
- 7 Open the camera on your phone and scan the Barcode from the screen. (NOTE: You must enable your camera for use within the Duo App OR select the link on the screen to have an activation link emailed to you instead of scanning the Barcode.)



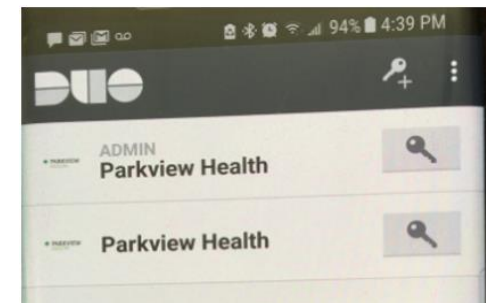
- 8 If you use the link, enter your email address and click Send Email.



- 9 When you use the link, you will receive the following email. Click the link in the email to complete your activation.



- 10 If you installed the App, you will receive a message that your account was created and also see Parkview Health displaying on your Duo Mobile App.



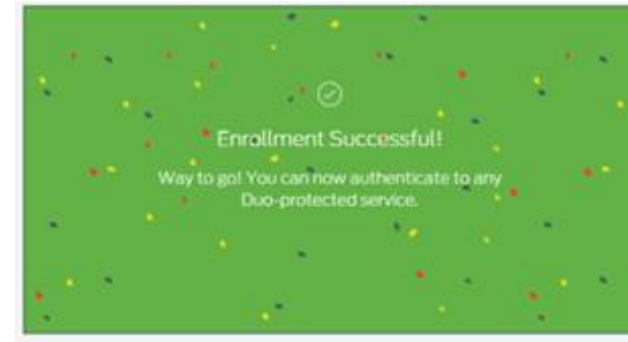
11

Back on your workstation, Click Continue from the screen you used in step 8 shown above.



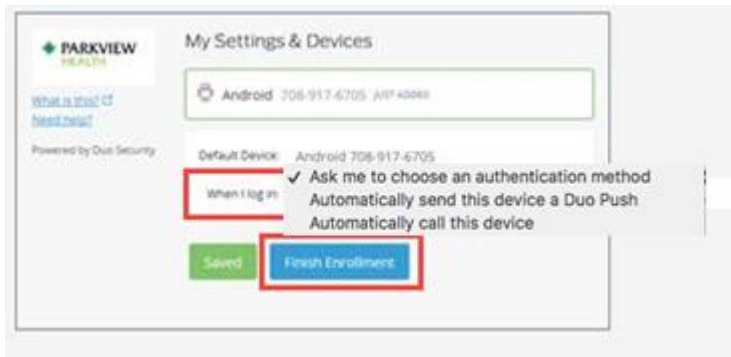
13

Success! You will receive this screen when you have successfully enrolled.



12

Select the arrow in the **When I log in** field. Choose an authenticate method: "Ask me to Choose and Authentication method", "Automatically send this device Duo Push", or "Automatically call this device" then Click Finish Enrollment.



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Validate your setup by logging into portal.parkview.com outside of a Parkview network