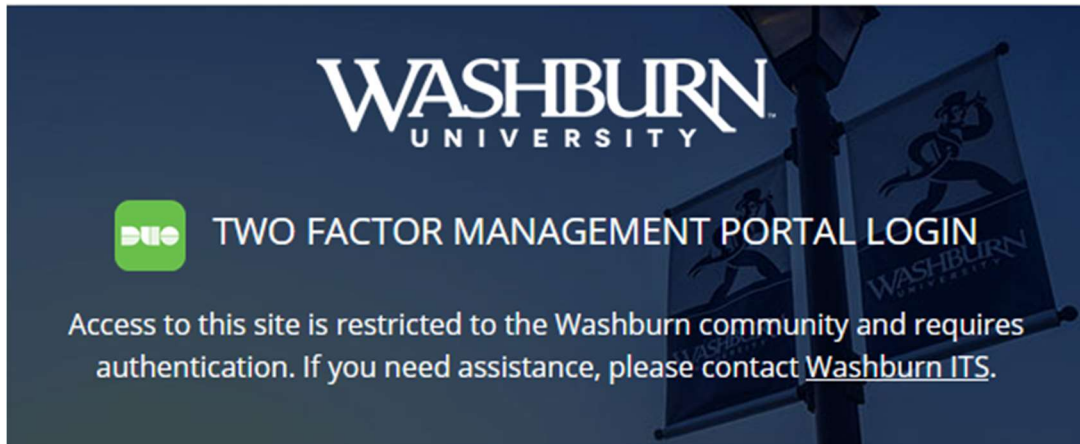


To set your Duo default device authentication method

- 1) Using your Washburn credentials, log into <https://2factor.washburn.edu>. Be sure to perform the Captcha check by checking the checkbox for **I'm not a robot** and following the directions that may pop up. Click on **Submit**.



Username (Use your Washburn email):

Password:

I'm not a robot



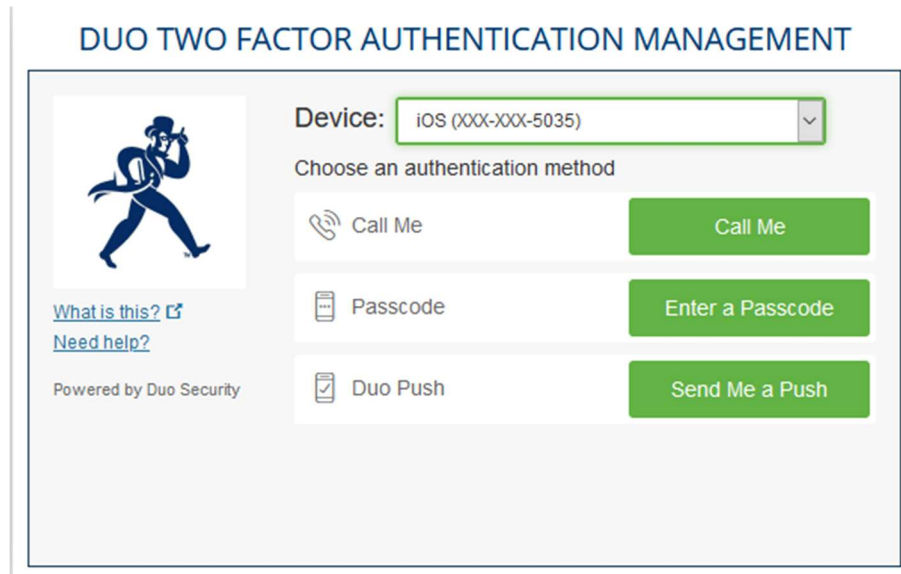
reCAPTCHA
Privacy - Terms

Submit

[Reset an expired or forgotten password](#)

By using this system, you agree to abide by [Washburn University's IT Policies](#)

- 2) Choose an authentication method. For most, this would be **Duo Push, Send Me a Push**. Approve the push notification on your 2nd factor device.



DUO TWO FACTOR AUTHENTICATION MANAGEMENT

Device: iOS (XXX-XXX-5035)

Choose an authentication method

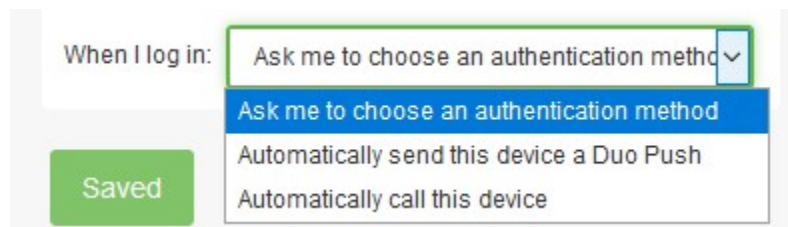
Call Me Call Me

Passcode Enter a Passcode

Duo Push Send Me a Push

Powered by Duo Security

- 3) Afterwards, you should be presented with a list of **My Settings & Devices**. Underneath, your **Default Device** is listed (usually your phone). Choose your desired default Duo authentication method, then click **Save**:



When I log in: Ask me to choose an authentication method

Ask me to choose an authentication method

Automatically send this device a Duo Push

Automatically call this device

Saved

If you need further help, contact support@washburn.edu or call 785-670-3000.