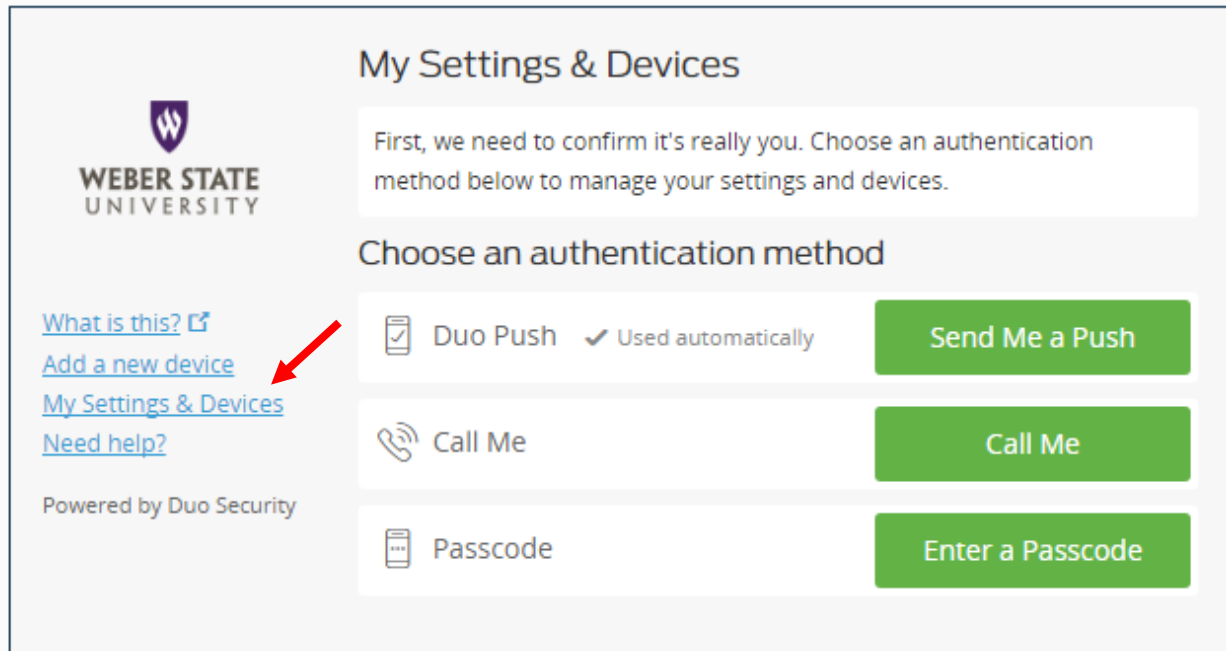


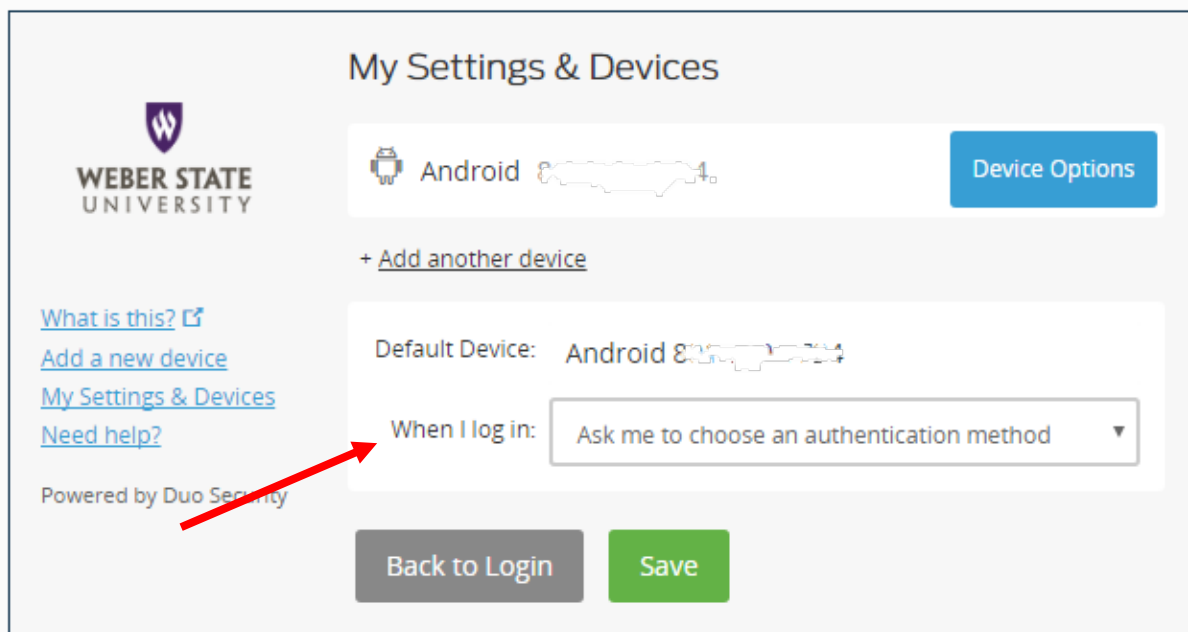
## SOP – DUO – How to Set Up Automatic Push from DUO

1. Sign into eWeber with your Weber login.
2. Click “My Settings and Devices”
  - a. You will need to authenticate using DUO, so click “Send me a Push”



The screenshot shows the 'My Settings & Devices' page for Weber State University. On the left, there are links: 'What is this?', 'Add a new device', 'My Settings & Devices', and 'Need help?'. Below these links is the text 'Powered by Duo Security'. The main content area has the heading 'My Settings & Devices' and a message: 'First, we need to confirm it's really you. Choose an authentication method below to manage your settings and devices.' Underneath, there is a section titled 'Choose an authentication method' with three options: 'Duo Push' (checked and marked 'Used automatically'), 'Call Me', and 'Passcode'. Each option has a corresponding green button: 'Send Me a Push', 'Call Me', and 'Enter a Passcode'. A red arrow points to the 'Add a new device' link.

3. Where it says “When I log in:” change the drop down to “Automatically send this device a Duo Push”



The screenshot shows the 'My Settings & Devices' page for Weber State University, specifically the device settings section. On the left, there are links: 'What is this?', 'Add a new device', 'My Settings & Devices', and 'Need help?'. Below these links is the text 'Powered by Duo Security'. The main content area has the heading 'My Settings & Devices' and shows a device entry for 'Android' with a 'Device Options' button. Below this is a link '+ Add another device'. The 'Default Device:' is set to 'Android'. The 'When I log in:' dropdown menu is currently set to 'Ask me to choose an authentication method'. A red arrow points to this dropdown menu. At the bottom, there are two buttons: 'Back to Login' and 'Save'.

4. Click "Save"

**WEBER STATE UNIVERSITY**

## My Settings & Devices

Android [Device Options](#)

+ [Add another device](#)

Default Device: Android

When I log in:

[Back to Login](#) [Saved](#)

Powered by Duo Security

[What is this?](#) [Add a new device](#) [My Settings & Devices](#) [Need help?](#)

5. Once you're done, you'll see a check mark next to "Duo Push" saying "Used automatically."
  - a. Every time you log into eWeber, DUO will now automatically send you a push.

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## My Settings & Devices

First, we need to confirm it's really you. Choose an authentication method below to manage your settings and devices.

### Choose an authentication method

<input checked="" type="checkbox"/> Duo Push	✓ Used automatically	<a href="#">Send Me a Push</a>
<input type="checkbox"/> Call Me		<a href="#">Call Me</a>
<input type="checkbox"/> Passcode		<a href="#">Enter a Passcode</a>

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[What is this?](#) [Add a new device](#) [My Settings & Devices](#) [Need help?](#)