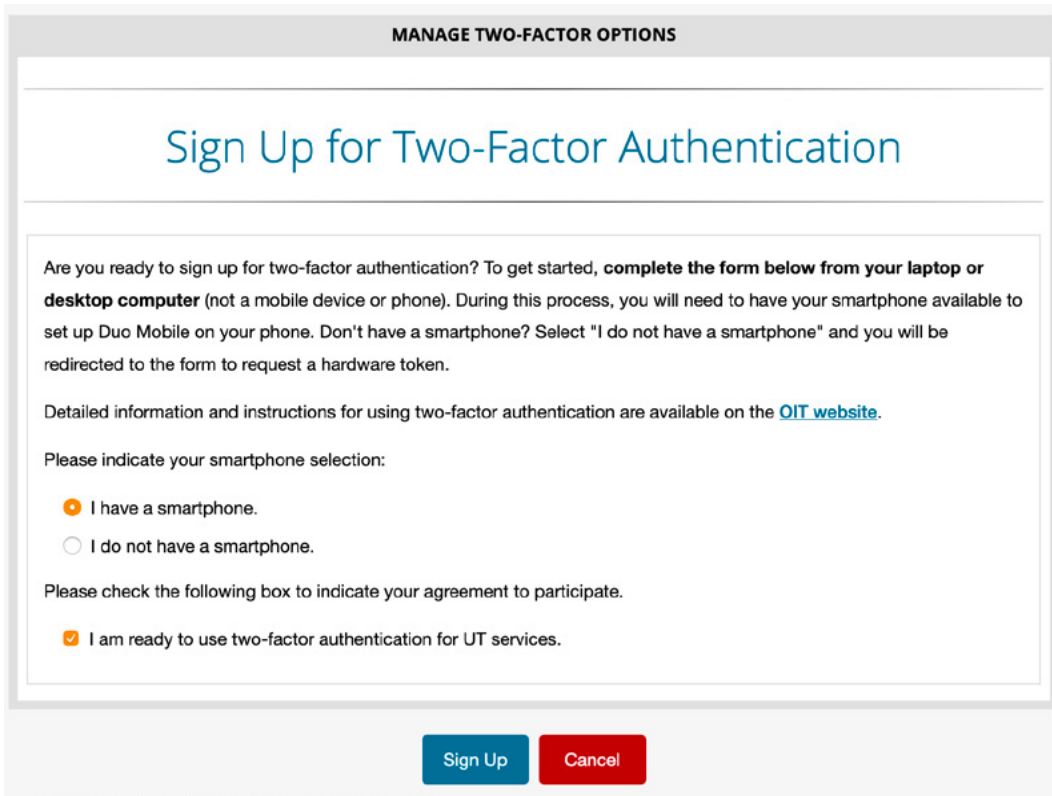1. Using a computer, go to 2fa.utk.edu/signup
2. Log in with your NetID (also known as your UTC ID) and password.
3. Select the option '**I have a smartphone**' and check the box for '**I am ready to use two-factor...**'
   Click '**Sign Up**'

MANAGE TWO-FACTOR OPTIONS

Sign Up for Two-Factor Authentication

Are you ready to sign up for two-factor authentication? To get started, **complete the form below from your laptop or desktop computer** (not a mobile device or phone). During this process, you will need to have your smartphone available to set up Duo Mobile on your phone. Don't have a smartphone? Select "I do not have a smartphone" and you will be redirected to the form to request a hardware token.

Detailed information and instructions for using two-factor authentication are available on the OIT website.
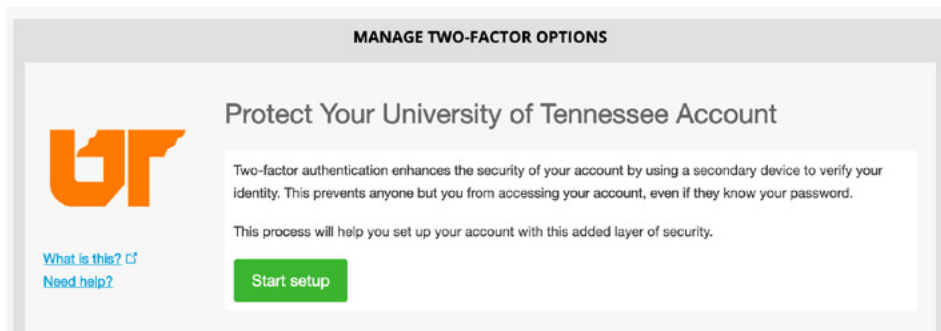
Please indicate your smartphone selection:

- ● I have a smartphone.
- ○ I do not have a smartphone.

Please check the following box to indicate your agreement to participate.

- ☑ I am ready to use two-factor authentication for UT services.

Sign Up   Cancel

4. Select '**Start Setup**'.

MANAGE TWO-FACTOR OPTIONS

Protect Your University of Tennessee Account

Two-factor authentication enhances the security of your account by using a secondary device to verify your identity. This prevents anyone but you from accessing your account, even if they know your password.

This process will help you set up your account with this added layer of security.

What is this?
Need help?

Start setup

5. Select which type of device you are adding.

6. Enter your phone number and check the box to confirm the number is correct. Press **continue**.

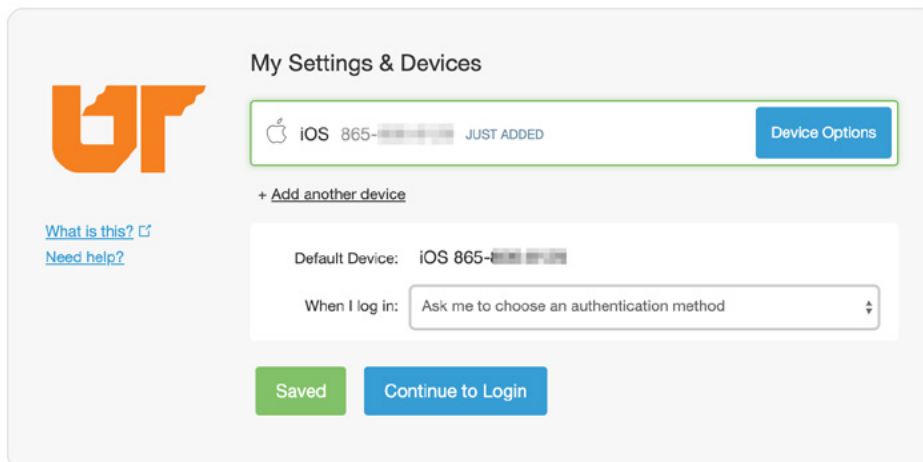7. Select what type of phone you are using.

8. Install the "**Duo Mobile**" app on your mobile device if you have not already.

9. Scan the onscreen code from the Duo app.
   When the green check mark appears, click '**Continue**'
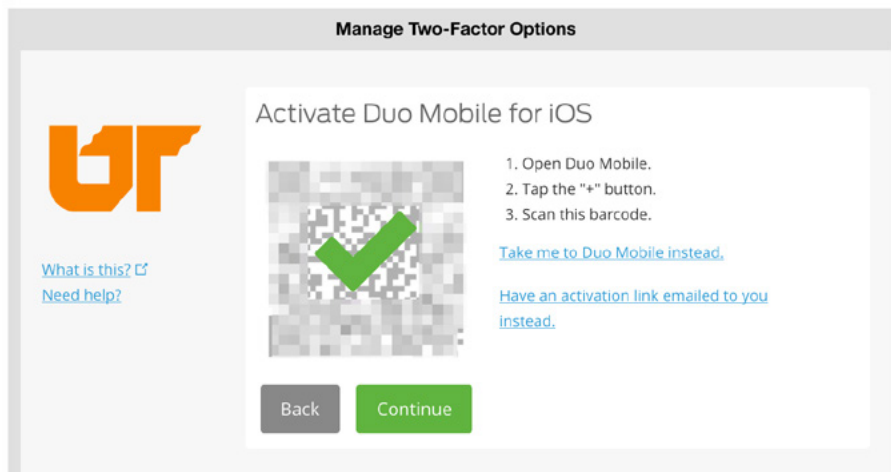
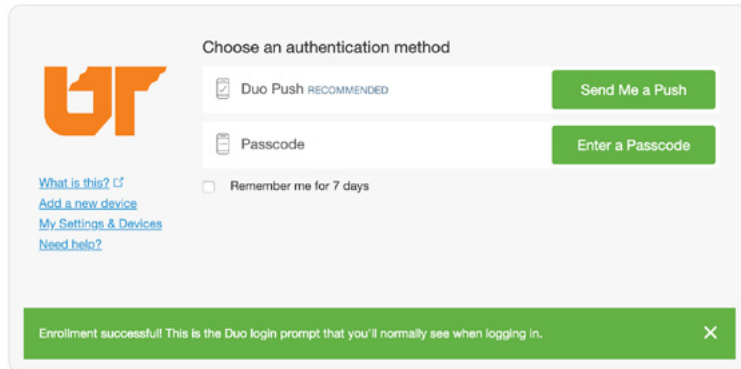10. *IMPORTANT* You must click '**Continue to Login**' to complete the 2FA set-up process.

11. Select an authentication method.
    -Click '**Send Me a Push**' to receive an alert on your smartphone (**Recommended**)
    -Click '**Enter a Passcode**' to use the code displayed in the Duo Mobile App on your smartphone

12. You have successfully enabled two-factor on your UTC ID (NetID) account and you are ready to use two-factor.
    Click '**Okay**'