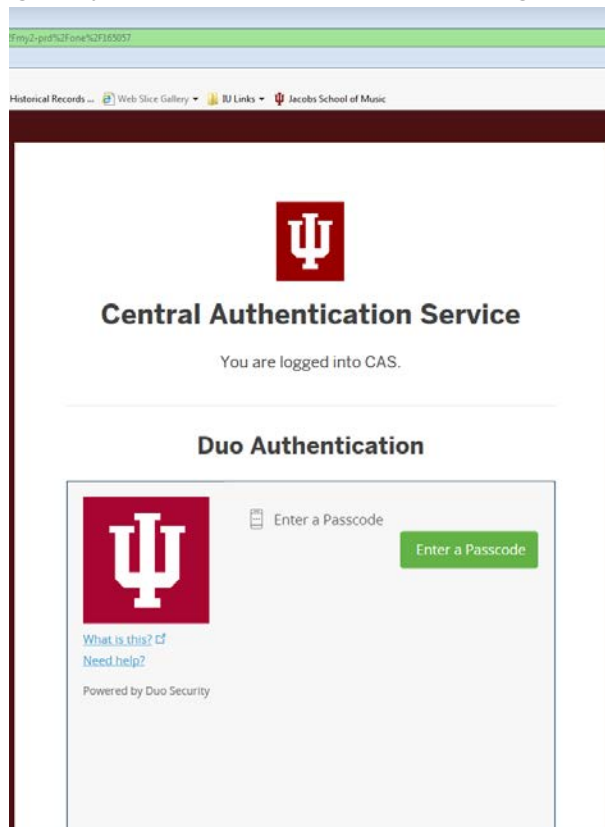


# USING A DUO TOKEN

Starting in January, all CAS logins (Kuali Time, One.IU, Employee Center, etc.) will require a Duo authentication. The following steps are how to use a OTP Token with Duo.

- 1) You will login normally with your IU username and passphrase to the CAS page. After your login, you will see the following:



- 2) Click 'Enter a Passcode' and a text box will appear with a 'Log In' button. Then click the 'power button' on your OTP Token and a 6-digit passcode will appear. Enter the 6-digit passcode into the text box on the computer and then click 'Log In'.

