



THE UNIVERSITY OF UTAH  
**Professors Emeriti Club**

## Duo and Umail Information for Emeriti

### ➤ DUO INFORMATION

- Emeriti are required to use Duo to access their Umail accounts.
- Using Duo requires:
  1. **A smartphone or tablet** with either **Android 7.0 or greater** (for android products) or **iOS 11.0 or greater** (for Apple products)  
**OR**
  2. **A device available at the bookstore for \$23**, which can take the place of a smartphone for implementation of two-factor authentication. See: <https://www.campusstore.utah.edu/utah/U-of-U/UTECH-Accessories/University-of-Utah-DUO-Token/University-of-Utah-DUO-2FA-Token#.XylmkDV7m70>
- To set up Duo, follow the instructions at <https://ese.idm.utah.edu/duo-management/index.htm>. This is easy to do with one exception: when you see the following: **“Note: Tap “OK” when asked if Duo Mobile should be able to send push notifications,** “ if you don’t see any “OK” to tap, just skip it and move on to the next step.
- For assistance with setting up Duo, please contact the University help desk at **801-581-4000**. There is no difference setting up Duo for emeritus/emerita as for any other faculty, so just ask for help setting up Duo and there will be no confusion over whether you are asking for something special.

### ➤ UMAIL INFORMATION

- University Information Technology has changed its policy regarding emeriti having to “opt-in” annually to ensure access to Umail. **Annual opt-in is not required.**