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Introduction

Duo is committed to providing you with the best experience possible. We want to be sure you have what you need, whether that be guidance on how to use our product, or where to go for help. By deploying Duo, you will take a big step toward safeguarding yourself and your organization from data theft and account takeover.

This guide will walk you through the key deployment stages when rolling out Duo, along with our best practices and key resources for each step of the way. Our aim is to make your Duo deployment as easy and as successful as possible.

This guide is a collection of a few things:
- **Duo-developed resources** based on best-in-class technical expertise, built specifically to help people just like you.
- **Best practices to follow and pitfalls to avoid**, based on thousands of successful customer deployments.
- **Templates and collateral** you can use as to educate your end-users.
- A quick overview for how to reach us for further assistance.

Who is this guide designed for?
- **Anyone responsible for deploying Duo**. This is typically Security Managers, IT Project Managers, or Security Administrators.
- **Note**: This guide is available to highlight deployment best practices. It is not intended as end-to-end documentation for setting up Duo.

Which Duo Edition does this guide apply to?
- The material in this guide applies to Duo MFA, Duo Access, and, where relevant, Duo Beyond edition.
- For material specific to Duo Beyond please look for the Beyond logo (=https://www.duo.com) at the beginning or end of a section or sub-section.
Success Planning: Charting Your Course

Overview of Success Planning

Success Planning is where you will begin designing your Duo deployment. Reference our Getting Started with Duo documentation followed by the administration overview to learn how your Duo subscription will be managed, along with guidance for which enrollment method(s) might best suit your needs.

- We have developed a deployment timeline (see below) based on successful Duo deployments. This can serve as a blueprint for your Duo rollout.
- Each key Duo Deployment Stage is emphasized in black, accompanied by key tasks to be completed during the stage.
• **Administration Overview**
  You will need to assign Duo administrators various roles to manage users, policy settings, applications, and more. Configuring alerts and messaging will also help prevent snags in the deployment process.
  
  ○ **Key Resources**
    - Admin Panel Settings Overview
    - Managing Duo Administrators
    - Duo Administrative Roles
    - Help Desk Guide
    - Telephony Credits: Low Credit Alert
    - How-to: Custom Duo Prompt Help Messaging
    - Lockout & Fraud Reporting
  
  ○ **Best Practices**
    - Only Duo administrators with the “Owner” role can create, update, or delete other Duo admins. Because of this, we recommend having at least 2 administrators with the Owner role within the account.
    - Specify a Lockout and Fraud Reporting email address. We recommend a distribution list so that multiple people have visibility to those alerts.
    - Customize the help message shown to your users in the Duo browser prompt with the Help Desk Message Setting.
    - If your organization consumes a large volume of telephony credits, setup the Low Telephony Credit Alert option.
    - Consider leveraging Administrative Units to control how administrators can view and manage groups of Duo users and applications.
    - If you have a SAML 2.0 identity provider, you may configure single sign-on SSO login to the Duo Admin Panel.

• **Determine Duo Enrollment Methods**
  
  ○ **Key Resources**
    - User Enrollment Options
    - The Duo Policy Guide includes information on how policy configuration can affect user enrollment.
  
  ○ **Best Practices**
    - Duo recommends syncing users from an external directory to reduce the administrative burden for provisioning and deprovisioning users.
    - Customize the email sent to your synchronized users by enabling the Send enrollment email to synced users option. You can choose to include your company logo in the Enrollment Email.
    - Understand the difference between Duo user enrollment states.
Overview of Application Configuration & Testing

Executing the plan begins with **identifying and configuring applications** and continues with **testing**. You can protect as many applications as you need and administer each independently. If you are on a Duo Beyond subscription, you may also want to plan to add the Duo Network Gateway to protect access to your internal web applications and SSH servers. **Testing and piloting your applications and endpoints** before launch is key for a successful deployment.

- **Identify Applications**
  
  Duo can protect a wide variety of on-premise and cloud-based applications through both pre-configured solutions and generic configurations via SAML, RADIUS, LDAP and more.

  - **Key Resources**
    
    - **List of supported applications and features by edition**
    
      Many of Duo’s application integrations do not require any local components. However, certain functions do require a local Authentication Proxy service. The **Authentication Proxy Reference Guide** contains a comprehensive reference of configuration options available for the proxy. Generic RADIUS and LDAP documentation is available as well.
    
      The **Duo Access Gateway**, Duo’s SSO solution, protects access to cloud-based applications and creates a web-based application launcher page for your organization: [https://duo.com/product/every-application/single-sign-on](https://duo.com/product/every-application/single-sign-on)
    
    - The **Duo Network Gateway** provides remote access to on-premise applications with multi-factor authentication and device inspection using the Duo Prompt. It can be connected to the Duo Access Gateway or any SAML IdP. Links to on-premise web applications can be added to the application launcher to make them easy for employees to locate.

  - **Best Practices**
    
    - **Read over the Duo documentation** for applications you have in mind and note any prerequisites, such as the Authentication Proxy, Duo Access Gateway, or a SAML Identity Provider, etc. that could take additional time or resources to prepare.
    
    - Widely-used and highly-sensitive applications are great starting points:
      
        - Applications that cover a majority of users will help tie enrollment and go-live together. Office 365 is a great example of this—many people use email, calendaring, and other productivity tools. This way, most of your users are enrolled and familiarized with the 2FA experience early on.
You can immediately prioritize the security of your systems and applications that contain or have direct access to sensitive data by making them part of your initial Duo roll-out.

**Considerations**

- Is there a compliance need? Is there a deadline set by PCI, HIPAA, DEA, etc. or internally by a CISO or other lead?
- What are your resources for deployment? Are test environments available? If your organization has a small IT staff or staff with limited technical bandwidth, you may want to choose a native or less-complex application integration and then iterate to expand the scope of your Duo project in phases. If you have many resources, you might consider deploying multiple applications at the same time.
- What will the user experience be like for the application you choose? Consider your users’ willingness to adopt 2FA. Select applications that present the Duo Prompt for enrollment and self-service, or choose to first enroll user groups that will be quick to adopt 2FA.
- Was there a security incident involving a specific application or user population that is a high-value target?
- Is there a certain time of year that puts a strain on your organization or IT staff? For example, the start of the school year for educational institutions, or November and December for retail organizations. If you’re a tax firm, March and April may not be the best time to institute a new IT project.
- Once you have your most largely-used and at-risk applications protected, you might next consider protecting:
  - HR portals or payroll systems
  - Privileged access
  - Remote access
  - Stand-alone web applications or cloud identity management solutions

**Configure Applications**

- **Key Resources**
  - How-to: Protecting Applications
  - Application Configuration Documentation
  - How-to Videos: Application Integrations
  - Authentication Proxy Reference Guide
  - Authentication Proxy Best Practice Guide

- **Best Practices**
  - Duo can be installed and configured to protect many of our supported applications in a variety of ways. This allows you to build your Duo applications to give you the end-user and administrative experiences you desire.
    - You can find more details in our Application Documentation and Knowledge Base.
  - Give your applications meaningful names in the Duo Admin Panel.
    - The application name is displayed prominently in Duo Push requests to end users. This helps users identify which application is initiating the 2FA request.
    - Descriptive application names make it easier to find applications in the Duo Admin Panel and filter the authentication log results.
- Treat your application SKEY like you would a privileged password. Do not ever send the SKEY as a screenshot or plaintext over email, even to Duo support technicians! If you do need to transmit your SKEY, we recommend a SHA-256 hash.

- **Test Your Duo Applications**
  - **Best Practices**
    - Test your Duo Applications in a non-production environment. This allows you to identify potential issues before your end-users encounter them.
      - There is no limit to the number of Duo Applications you can set up. We recommend building a Duo integration in a lab environment or virtual machine before deploying to end-users.
      - If you are using the Duo Network Gateway to provide SSH or application access to on-premise applications, we recommend conducting a test that ensures you are able to access those applications from outside your network without the use of your VPN client.
    - **Label your applications** in the Duo Admin Panel accordingly to reflect their usage in your test or production environments.
      - Example: Eng-SSH-TEST and Eng-SSH-PROD are two separate Duo Unix Applications configured the same for testing and production, respectively.

- **High Availability & Disaster Recovery Configurations**
  - **Key Resources**
    - Duo Guide to Business Continuity Preparedness
    - Setting up the Duo Authentication Proxy for High Availability and Disaster Recovery
    - Setting up the Duo Access Gateway for High Availability
    - Setting up the Duo Network Gateway for High Availability
  - **Best Practices**
    - Understand the Duo failmode options and which integrations support them.
      - Authentication workflows that involve the Duo Authentication Proxy, as well as most installer-based integrations like Winlogon/RDP and UNIX PAM, generally allow you to configure a failmode.
    - Have an emergency plan for how to remove Duo from the authentication workflow in the event of a long service disruption.
      - This should be done on a per-application basis.

- **Conduct an End-User Pilot**
  - **Key Resources**
    - Deploying a Proof of Concept
  - **Best Practices**
    - We recommend piloting Duo in multiple phases to ensure a successful and smooth deployment.
      - **PHASE 1:** Test with a pilot group of IT or technical users to ensure that the technology works and the login experience matches what you’re looking for.
      - **PHASE 2:** Once you have worked out the login experience with your IT group, deploy to a small subset of non-technical business users to determine user education gaps and what to expect when deploying at scale.
Policy & Control: Protecting Access to What Matters

Overview of Policy & Control

Duo Policies provide an easy way to create rules around who can access applications and under what conditions. **Customize** policies globally or per user group or application to allow for powerful and granular control of access within your deployment. User enrollment strategy will also inform your policy configuration. Duo Beyond subscribers can benefit from additional management within their environment by **configuring a Trusted Endpoints policy** to check devices for trustworthiness.

- **Customize User Access with Duo Policies**
  - **Key Resources**
    - Policy & Control documentation
    - Duo Policy Guide: Configuring Access via Duo’s Policy Engine
  - **Best Practices**
    - Keep in mind that enrollment, group, and user statuses can impact policy implementations.
    - Some policy implementation scenarios will require both an Application and a Group Policy to achieve the desired outcomes.
    - As a start, here are some of the **most popular policy controls** other Duo customers implement that you might consider for your rollout:
      - Require users to have the most up-to-date version of Duo Mobile
      - Require that mobile users enable Screen Lock
      - Require that users are on the latest version of iOS or have the latest security patches on Android
      - 🌐 Allow access to users using only Trusted Endpoints
      - Deny Access from Anonymous IPs
      - Deny Access from non-supported browsers

- **Configure and Test Trusted Endpoints**
  - **Overview**
    - **Key Resources**
      - Trusted Endpoints documentation
      - Trusted Endpoints Best Practices Guide
      - How Duo establishes Device Trust
      - Trusted Endpoints Knowledge Base articles
    - **Best Practices**
      - The Trusted Endpoints Global Policy defaults to checking devices for trust but never blocks access if the device is untrusted. We recommend leaving the default global
setting and configuring additional policies applied to applications or user groups to allow or disallow based on their trust status.

- Consider using the Trusted Endpoints with Duo Mobile integration to ensure that end users’ mobile devices are checked for security posture every time they are used to access a secured application. Note that once enabled, the user will be prompted to open Duo Mobile to perform a device health check prior to authentication.

  □ Testing and Troubleshooting Trusted Endpoints

  - Every organization is different, which can affect how you may want to roll out and enforce this feature. Common deployment scenarios are documented in our Deployment Setup Tips.

  - We recommend testing to understand the end-user experience:
    * Will users encounter any additional prompts during authentication?
    * Are users blocked when attempting access from an untrusted device when a blocking policy is configured?

  - As part of a comprehensive test plan, consider testing application access with:
    * Multiple OSes, including mobile OSes like Android and iOS
    * Thick applications on both desktops and mobile devices (if applicable)
    * A variety of browsers, including mobile browsers

  - If using the Manual Enrollment integration for testing, note that downloading and installing a certificate for manual enrollment on the test device does not mean that the device will be checked for trust. Be sure to add the user associated with that test device to a test user group, then associate that test group with the Manual Enrollment integration. Also note that a Manual Enrollment certificate is only associated with the user who first uses it. However, multiple certificates for separate user logins on one machine are supported.

  - Troubleshooting: Reference our Trusted Endpoints Knowledge Base articles for a list of common questions and issues related to Trusted Endpoints.
End-user Communication: What Everyone Needs to Know

Overview of End-user Communication

Chances are you have a lot of end users that need to know what Duo is, how Duo will impact them, and how to get enrolled. Below you will find user-friendly templates and resources. Strong end-user communication plans encourage adoption and greatly reduce the deployment burden on your help desk.

- **Build End User Communication Materials**
  - **Key Resources**
    - Duo User Guide
    - Promoting Duo Push Guide
    - Video: Welcome to Duo (for End Users)
    - Video: Getting Started with Duo - Enrolling in Duo Mobile & using Duo Push
    - Video: Two-Factor Authentication with Duo Push
    - Duo Demo Website
  - **Templates**
    - End User Education Email Communication Templates
    - Customizable Duo Deployment Signage Templates
  - **Best Practices**
    - Encourage users to use Duo Push. It is a cheap, safe, and simple way to authenticate. Duo Push works on either WiFi or cellular service with data, and can be used in any country.
    - Be aware that enrollment links and activation links have different expiration dates. Enrollment links expire after 30 days (resending does not restart the clock), while activation links are set to expire by default after 24 hours.
    - Anticipate that some users will be on high alert for phishing (i.e. they might think Duo emails are a phishing attempt).
    - If your company uses email filters, whitelist no-reply@duosecurity.com
    - If deploying Duo Mobile as Trusted, consider developing and sending end user communication to inform your users about how their experience may change. See this Knowledge Base article for more details.
Overview of Help Desk Training

Help Desk employees are your first line of support. To help them be successful, we have created a handy guide (linked below) just for them. You will also find tips on how to educate your Help Desk team about Duo and importance of securing Trusted Access for your organization.

- Enable Your Help Desk Team
  - Key Resources
    - Help Desk Guide
    - Duo Knowledge Base
    - Duo System Status Page
    - Duo Admin Panel
  - Best Practices
    - Assume that the Help Desk staff is brand new to Duo and two-factor authentication.
      - Show the "What is Two-Factor Authentication" video to provide a high-level overview of 2FA.
      - Demonstrate Duo Push by either presenting your smartphone or using the Push Notification Demo.
    - Remind Duo administrators that their admin account is not a user account, and they will require both to access the Admin Panel and protected applications.
    - Be sure your Help Desk team is aware that if a Critical Severity issue occurs, they should contact Duo Support via phone rather than email to ensure immediate action.
      - Issues that halt your business operations and have no procedural workaround are considered to be of critical severity.
Duo Support & Helpful Resources

Overview of Duo Support

If you are in need of additional help outside of the resources above, contact our Support team! Our Customer Ticket Portal is the best way to create a case—it is the easiest and most secure way to share technical information such as logs, configurations, or screenshots with Duo Support. You can also always drop us a line at support@duosecurity.com.

If you are looking for more immediate or emergency assistance, please call us at (866) 760-4247. If you are located outside of the US, find your country’s phone number here.

Our Support team is available Monday through Friday from 9 a.m. to 6 p.m. local time. Outside of those hours, you can call Duo Support to report a Critical Severity issue with our service. Critical Severity issues are defined as “Duo’s service halts your business operations and no procedural workaround exists.” Note that new setups or general deployment questions are not considered Critical Severity issues.

Duo requires that only administrators listed in the Duo Admin Panel contact Duo Support. Be ready to verify your identity through a Duo Push authentication (or other method) and provide your 10-digit account ID to ensure prompt service.

Overview of Helpful Resources

We are committed to providing you with the best possible experience. Below is a collection of key Duo resources to assist you in getting the most out of your Duo subscription.

- **Duo Knowledge Base** - Search our extensive knowledge base articles for quick answers on our most common customer issues.
- **Duo Documentation** - Detailed deployment documentation, installation, and configuration information for a wide range of devices and apps.
- **Duo Community** - Connect with and learn from Duo users and security professionals in our public forum.
- **Status Page** - Check the current status of Duo’s systems.
- **Customer Ticket Portal** - Create new cases, review previous requests, or leave CSAT feedback.
- **Product Release Notes** - Subscribe to receive an email as soon as new Release Notes are posted.
- **Duo Blog** - The official Duo blog. Great for product & security industry updates.
- **Upcoming Duo Events & Webinars** - Keep up-to-date with our latest webinars and upcoming events.
- **Additional Resources** - Guides, How-Tos, and Infographics
Duo Go-live: Ensuring a Seamless Deployment

Overview of Duo Go-live

Congratulations! You have successfully completed the steps to help ensure a smooth and seamless deployment. Below is a checklist for the final days leading up to your Duo go-live to ensure a successful launch day.

Duo Go-live Checklist:

- Internally market the deployment of Duo:
  - Post Duo announcements on intranet or employee community webpage.
  - Include Duo in company events or presentations.
  - Display Duo posters at all company locations - common & lunch areas work best.
- Confirm Help Desk readiness and the Help Desk team’s Duo escalation plan.
- Notify your organization (end-users, help desk, and IT admins) via email that Duo is going live with effective dates.

If you would like to provide us with any feedback or suggestions on this guide, the Duo deployment process, or any documentation you read, we would love to hear from you! Please email: liftoff-feedback@duo.com.