# EVMS TECH INTEGRATION:
CREATE YOUR MIDAS ACCOUNT

This guide will walk you through changing your EVMS password, setting up your ODU MIDAS account, and enrolling in ODU two-factor authentication with Duo. After following these steps, you will have a new ODU digital identity (your "MIDAS ID") which will be synchronized with your EVMS identity and used in several integration steps to come. Eventually, your MIDAS ID will unlock your ODU and EVMS technology services.
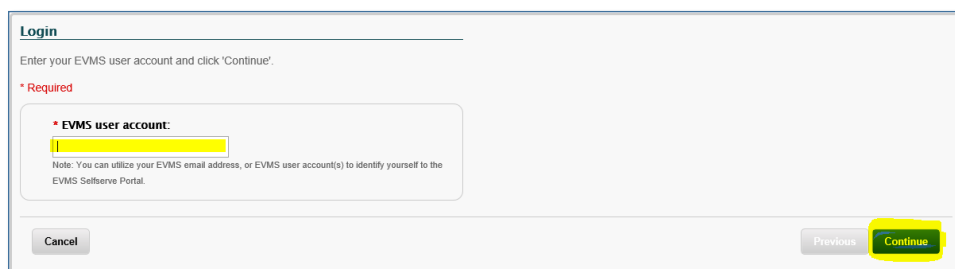
Change your EVMS password

This will kick off a background synchronization of your EVMS and ODU identities.

1. Go to passwordreset.evms.edu, and click **Go to Reset Tool**. (If this is your first visit to this web page, follow the steps here to register and configure your profile.)
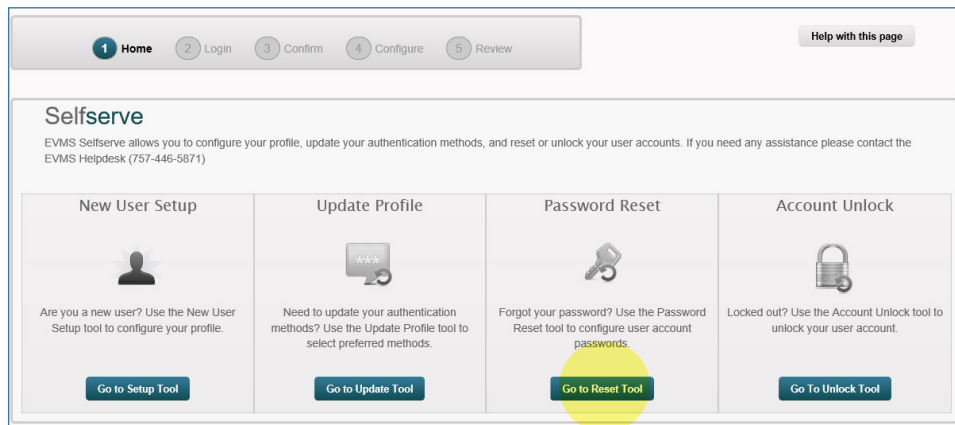
2. Enter your username or email address, and click **Continue**.

3. Select two authentication methods, enter the required information, and click **Continue**.

4. Select all of your accounts, and click **Continue**.

5. Enter and confirm a new password, making sure to follow the password rules on the screen. Your password should not include your first name, last name or any part of your username. Click **Reset**.

6. You should see a **Successful** status if everything changed successfully. Click **Finish**.
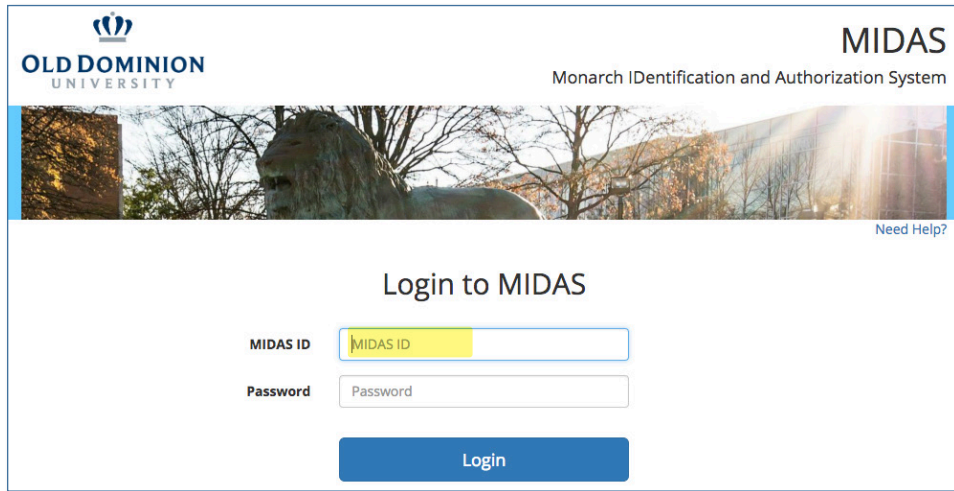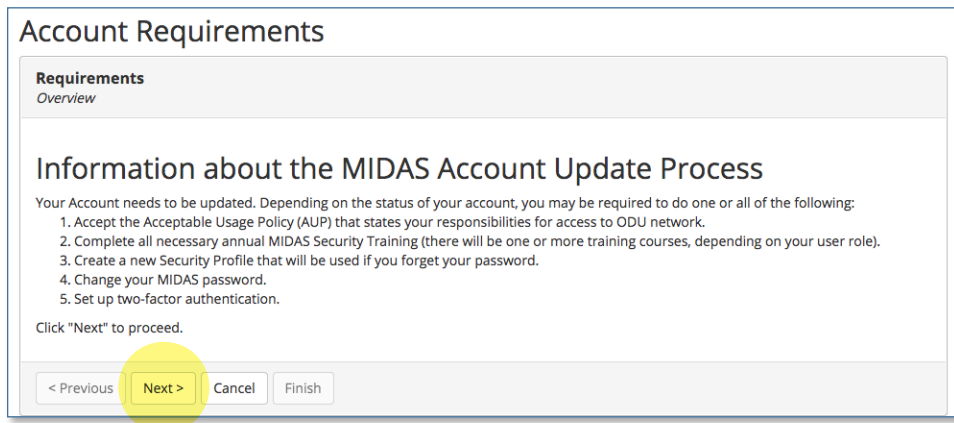
Log in to MIDAS

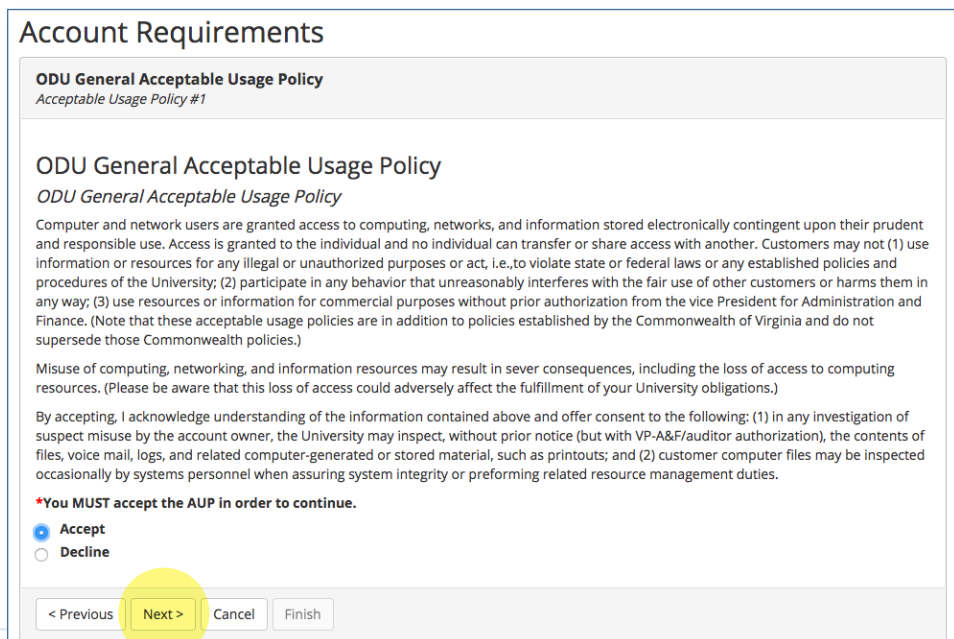*We have a* [video guide](#) *available for the steps in the rest of this document if you prefer to follow along that way.*

1. Go to [midas.odu.edu](#). Enter your MIDAS ID (which is the same as your EVMS user ID) and the new password you just created.

2. Read about the account requirements, then click **Next**.

3. Read the entire Acceptable Usage Policy. Click **Accept**, then click **Next**.

4. You are required to take one or more security training courses during account setup, depending on your role (faculty, staff or student). Read the training carefully, click **Accept**, then click **Next**.

Create Your Security Profile

1. The security profile allows you to reset your password if you forget it. Choose at least one option from **Step 1**:

    *   **Emailed Token:** You can choose to have a single-use token emailed to any non-ODU email address.

    *   **User Defined PIN:** Set a 6-digit PIN if you do not have a non-ODU email address. You will have to remember this number.

2. Choose at least one option from **Step 2**, then click **Next**:

- • **Question and Answer:** Select two of the predefined questions and answer them. Make sure you choose questions and answers that you will be able to remember long from now.

- • **Color Grid:** Set a pattern of color squares that you can remember and replicate if you forget your password.

- • **Friend Assistance:** Identify three people from ODU who can confirm your identity.

Set Up Two-Factor Authentication

To access university resources, you'll need to log in with two-factor authentication. The first "factor" is your MIDAS ID and password. The next few steps are for setting up your second factor. Most people use a mobile phone as their second factor (instructions below).

Note: If you use a Duo-100 token for two-factor authentication at EVMS, you'll need a new one in order to use this method at ODU. You cannot use the same token for two different organizations. Please contact the EVMS IT Help Desk if you need a Duo-100 token.

1. Select the type of device you have and click **Next**.

2. Click **Start setup**.

3. Select your device type and click **Continue**.

4. Enter your phone number, check the verification box, and click **Continue**.

5. Select the type of mobile phone and click **Continue**.

6. On your smartphone, install or open the Duo Mobile app, then click **I have Duo Mobile installed**. (See the Duo Mobile App Installation Guide for help.)
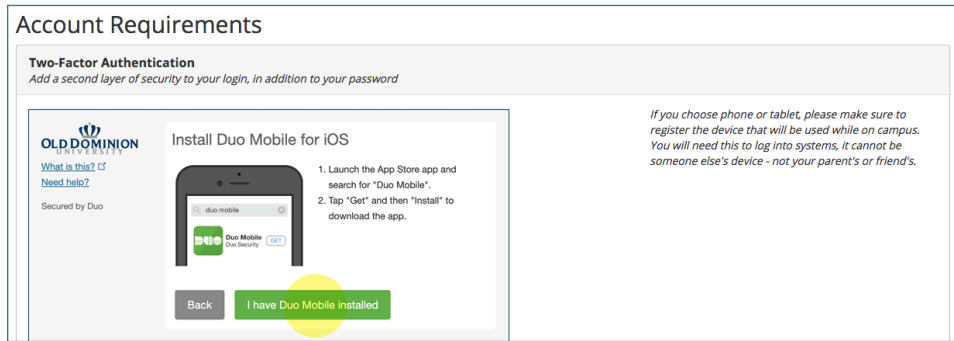
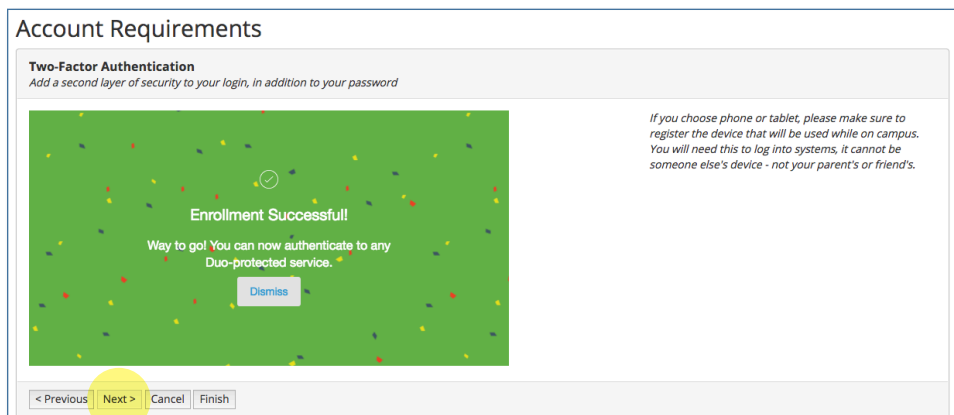7. To activate the Duo Mobile app, **open the app and use it to scan the QR code** that appears on the two-factor enrollment screen.
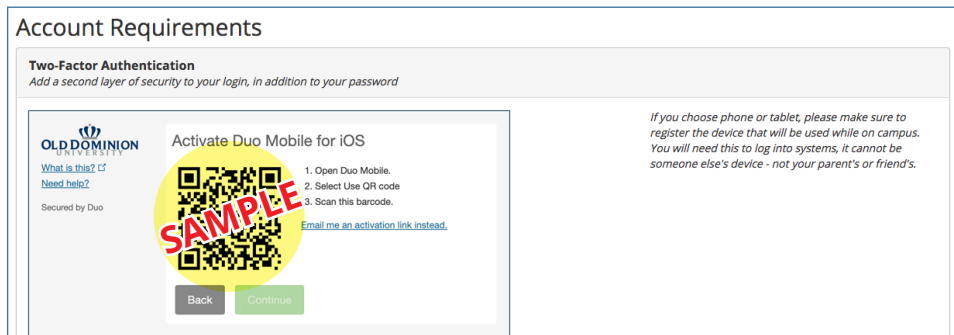
8. Once you've successfully enrolled, click **Next**.

For more information about two-factor authentication at ODU, visit odu.edu/two-factor.

Congratulations

Your account is now set up! You'll see your MIDAS ID displayed on the screen.
When you click **Finish**, you will be taken to your MIDAS account page.