



April 27, 2020

TO: Texas A&M AgriLife Business Administrators

SUBJECT: Logging into Laserfiche using DUO for TAMU Net ID accounts

Below are some basic instructions for logging into Laserfiche using DUO for Net ID accounts.

1. Fill in your Username & Password (NetID@tamu.edu only)

****Note:** This is only for TAMU NetID's, this does not include AgriLife ID's at this time.**

Repository
TAMUS-FAMIS-ECM

User name
@tamu.edu

Password

Sign In

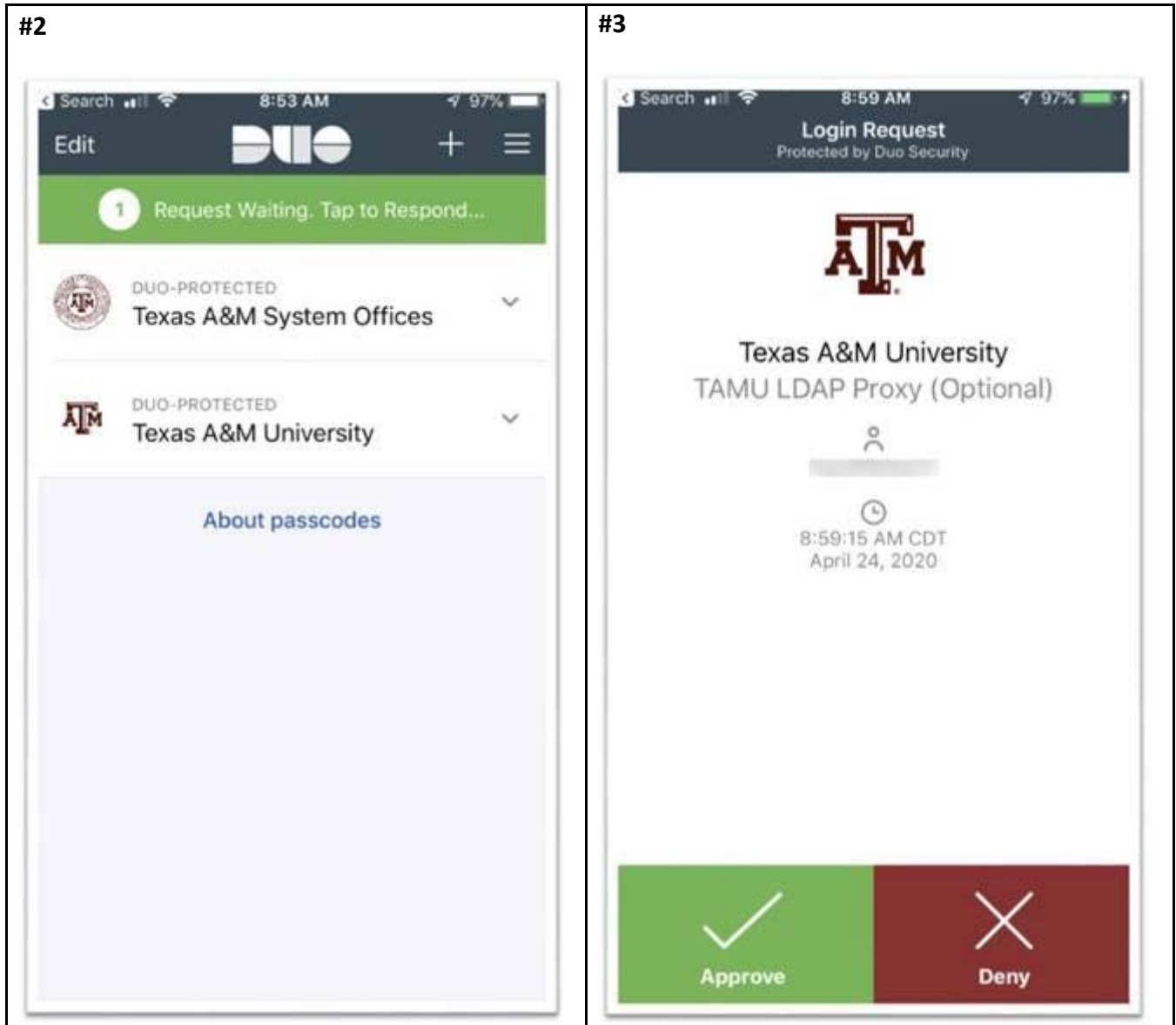
Version 10.4 | © 2003-2019 Laserfiche

Starting Thursday, April 23, 2020 at 5:30 PM
NetID Logins will require DUO. You will not receive a DUO prompt on your screen, please have your cell phone available during login.

Examples of Username Login Types
NETID@tamu.edu
AgnetID@agnet.tamu.edu



3. You will receive a DUO message on your mobile phone or a call depending on how you configured DUO.



4. Once you click the 'Approve', you will be logged into Laserfiche.
5. If you are not setup for DUO for your NET ID, please visit <https://it.tamu.edu/duo/> or your own department's DUO site.