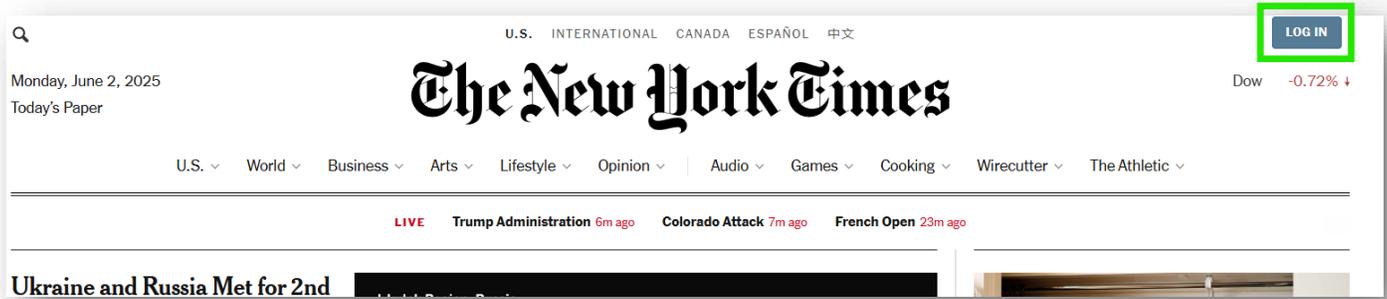


## GCSU Access to the New York Times with Single Sign-On/DUO

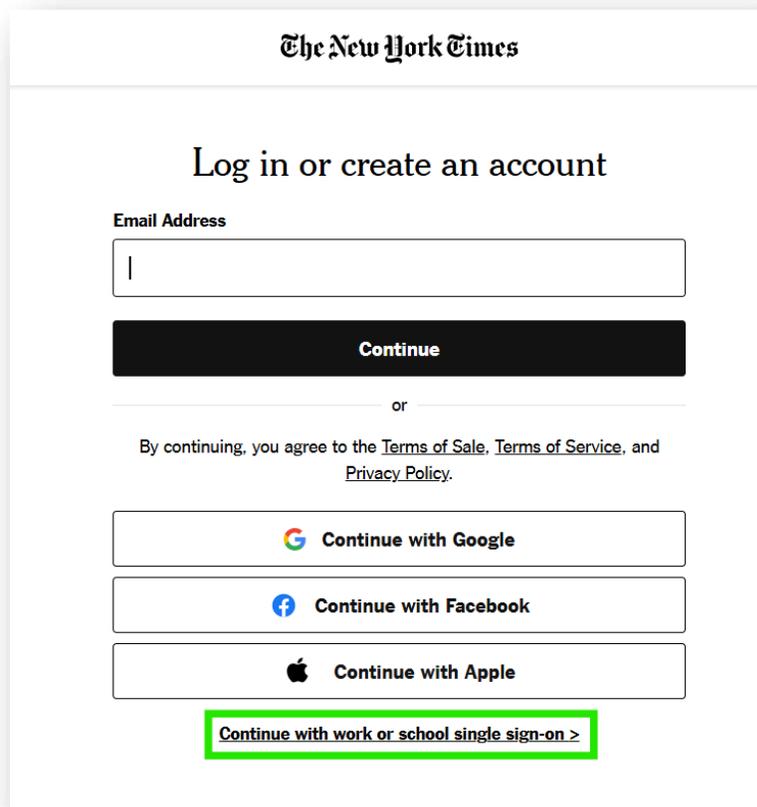
### Step 1:

Navigate to <https://www.nytimes.com> and click on the “LOG IN” button in the upper right corner of the page



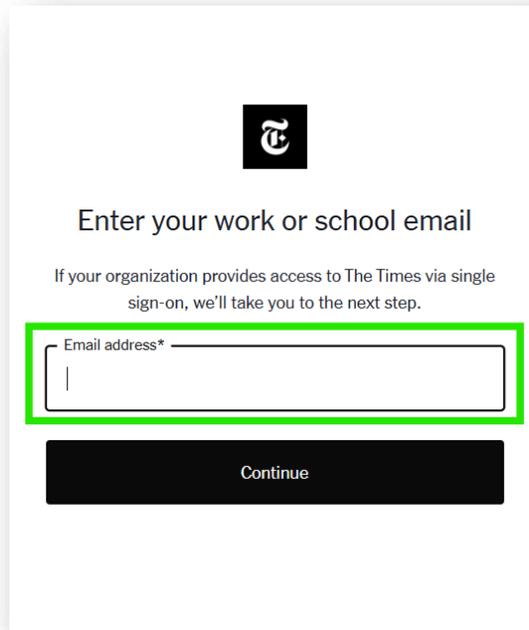
### Step 2:

Choose the “Continue with work or school single sign-on” option



**Step 3:**

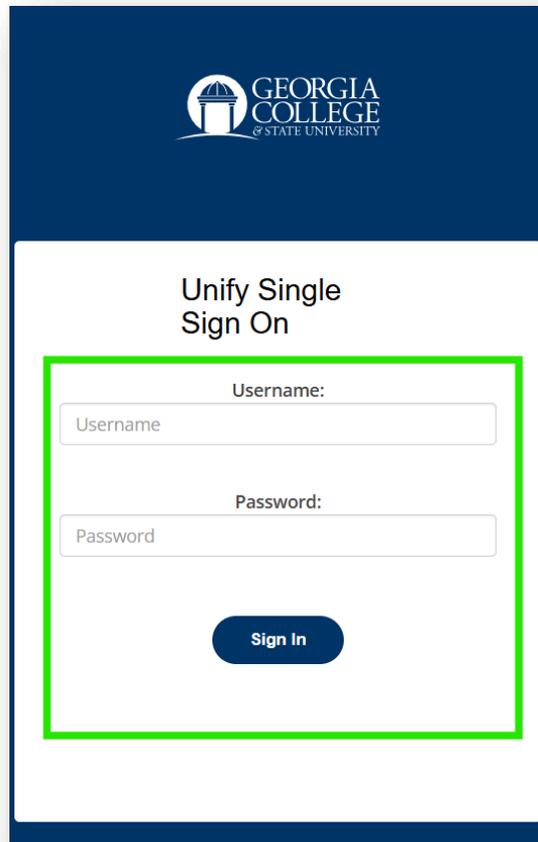
Enter your GCSU email address in the provided field and click “Continue”



The screenshot shows a white form with a black logo at the top center. Below the logo is the heading "Enter your work or school email". Underneath is a sub-heading: "If your organization provides access to The Times via single sign-on, we'll take you to the next step." A text input field labeled "Email address\*" is highlighted with a green border. Below the input field is a black button with the text "Continue".

**Step 4:**

Enter your GCSU credentials in the appropriate fields and click “Sign In,” which will cause a DUO approval request.



The screenshot shows a dark blue header with the Georgia College & State University logo. Below the header is a white form with the heading "Unify Single Sign On". The form contains two text input fields: "Username:" and "Password:". Both input fields are highlighted with a green border. Below the input fields is a dark blue button with the text "Sign In".

**Step 5:**

After approving the DUO request, you should be redirected back to the New York Times main page. You will now see an “Account” drop-down menu in the upper right corner.



**Step 6:**

Clicking on the “Account” menu should show you your GCSU email address and account options.

