SSL VPN Setup for Windows

SSL VPN allows you to connect from off campus to access campus resources such as Outlook email client, file sharing and remote desktop. These instructions will guide you through the following:

- Logging into the VPN Server through the web
- Accessing Outlook Web Access
- Accessing your campus hard drive and creating bookmarks
- Creating a bookmark for your Remote Desktop connection
- Logging out of Remote Desktop and VPN

Logging into the VPN Server through the Web

1. To log in, please open internet explorer and type in the following site to the address line.

https://csufvpns.fullerton.edu



- 2. You will be redirected to the "Secure Access SSL VPN" login page. This would be a good time to add this web page into your favorites.
- 3. Enter your campus username and password and click the "Sign In" button.



4. It will take a few minutes to load the page. The Secure Access SSL VPN will look like the picture below.

Accessing Outlook Web Access

To access your email from the web, click on the "Outlook Web Access" link.

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Windows Files
You don't have any files bookmarked.
Terminal Sessions 😂 📩
You don't have any terminal sessions.
Client Application Sessions
Windows Secure Application Manager Start

Accessing your campus hard drive and creating bookmarks

Get your desktop computer name (**Done at your campus workstation**): If you already know your desktop computer name, please skip to step5.



- 1. On your desktop computer, right-click on **My Computer** My Computer
- 2. Left-click on **Properties** option.

Open Explore Search Manage
💟 Scan for threats
Map Network Drive Disconnect Network Drive
Create Shortcut Delete Rename
Properties

3. Click on the **Computer Name** tab

S	ystem Properties		? ×
	Advanced General	Automatic Updates Computer Name	Remote Hardware
	Windows uses on the network	the following information to ide	ntify your computer
	Computer description:		
		For example: "Kitchen Computer".	ter" or "Mary's
	Full computer name:	CHJONES-XP.AD.FULLERTO	N.EDU
	Domain:	AD.FULLERTON.EDU	
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	To rename this computer	or join a domain, click Change.	Change
l			
		OK Ca	ncel Apply

4. Make note of the Full Computer Name.

(Perform these steps on the computer you are setting up SSL VPN)

- 5. In the text box next to the Browse button, type the following command.
 <u>\computername\c\$</u> (note: you do not have to include .ad.fullerton.edu portion of the computer name.) (example: <u>\janedoe-xp\c\$</u>)
- 6. Click the "Browse" button after typing in the command.

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You will now see the files and folders that are on your desktop computer in your office. The next steps will show you how to bookmark your desktop folder.

7. Click the **Documents and Settings** folder.

Windows Files > AD > chiones-xp > C\$
Bookmark Selected Delete Download
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🗖 🏹 My Downloads

8. Click on your "username" folder (example: my username is chjones so I'm going to select the "chjones" folder



9. Put a check next to the "My Documents" folder and click the **Bookmark Selected** button.

Windows Files > AD > chiones-xp > c\$ \ Documents and Settings \ chjones \ Bookmark Selected Delete Download
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Local Settings
My Documents
My Documents - Shortcut

- 10. The "Add Windows Bookmark" page will appear. You will then type in a name for your bookmark. I chose to type in "My Documents folder on chjones-xp" for the Bookmark Name.
- 11. Click the **Add Bookmark** button.

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Bookmark Name: My Documents folder on chiones-xp
Description:
Shared Folder: \\chjones-xp\c\$\Documents and Settings\chj
Add bookmark?
Add Bookmark Cancel

12. You have just created your first bookmark and you will go back to your main screen and you will see that your bookmark has been added. In my case, the "My Documents folder on chjones-xp" bookmark has been added.

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Creating a bookmark for your Remote Desktop connection

These steps below will show you how to create a bookmark for remote desktop connection.

Setting up your Campus Desktop Computer for Remote Access

- 1. Configure your campus desktop computer in your office. This is done on your office computer. If you have already completed these steps, please skip to Step #2.
 - My Computer
 - a. Right-click on the My Computer icon on your desktop.
 - b. Left-click on Properties.

	Open
	Explore
	Search
	Manage
U	Scan for threats
	Map Network Drive
	Disconnect Network Drive
	Create Shortcut
	Delete
	Rename
	Properties

c. Click the "Remote" Tab

System Properties		? ×
Advanced General	Automatic Updates Computer Name	Remote Hardware
Windows us on the netwo	es the following information to ident ork.	ify your computer
Computer description:		
	For example: "Kitchen Compute Computer".	er'' or ''Mary's
Full computer name:	CHJONES-XP.AD.FULLERTON	I.EDU
Domain:	AD.FULLERTON.EDU	
To use the Network Id domain and create a lo ID.	entification Wizard to join a cal user account, click Network	Network ID
To rename this comput	er or join a domain, click Change.	Change
	OK Can	cel Apply

d. Click the checkbox next to "Allow users to connect remotely to this computer" and then click the OK button.

System Properties ?X								
	General	Computer Name	Hardware					
	Advanced Automatic Updates Remote							
Select the ways that this computer can be used from another location.								
Remote Assistance								
Allow Remote Assistance invitations to be sent from this computer								
What is Remote Assistance?								
Advanced								
Remote Desktop								
Full computer name:								
CHJONES-XP.AD.FULLERTON.EDU								
What is Remote Desktop?								
Select Remote Users								
For users to connect remotely to this computer, the user account must have a password.								
Windows Firewall will be configured to allow Remote Desktop connections to this computer.								
OK Cancel Apply								

2. Click the middle button on right hand side of the Terminal session bar (see the pop up shows "Add a Terminal Session")

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- 3. Under the "Add Terminal Services Session",
 - a. Make sure the Session Type is set to "Windows Terminal Services"
 - b. Provide a friendly name under Bookmark Name field (example: your office computer name janedoe-xp)
- 4. Under *Host:,
 - c. type in the fully qualify domain name with ad.fullerton.edu suffix (example: janedoe-xp.ad.fullerton.edu)
 - d. leave Client Port blank
 - e. fill in the Server Port with 3389
 - f. If you have a fast connection, you can switch the color dept to 24-bit or higher.

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5. Scroll down to the bottom of the page and click "Add"

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6. Now you can click on icon that says "username-xp" in the Terminal Sessions box to launch remote desktop client. (example: janedoe-xp)

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7. Enter your campus username and password

Remote Desktop Co	onnection ? ×
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Enter your credential credentials will be use computer.	s for chjones-xp.ad.fullerton.edu. These ad when you connect to the remote
User name:	😰 💿 🔜
Password:	
	Remember my password
	OK Cancel

8. You should now see your office computer desktop.

Logging out of Remote Desktop and VPN

- 1. To disconnect from the Remote Desktop, you need to click on the x that's located on the top center of your screen.
- 2. To log off of the VPN Secure Access, click the "Sign Out" button.

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