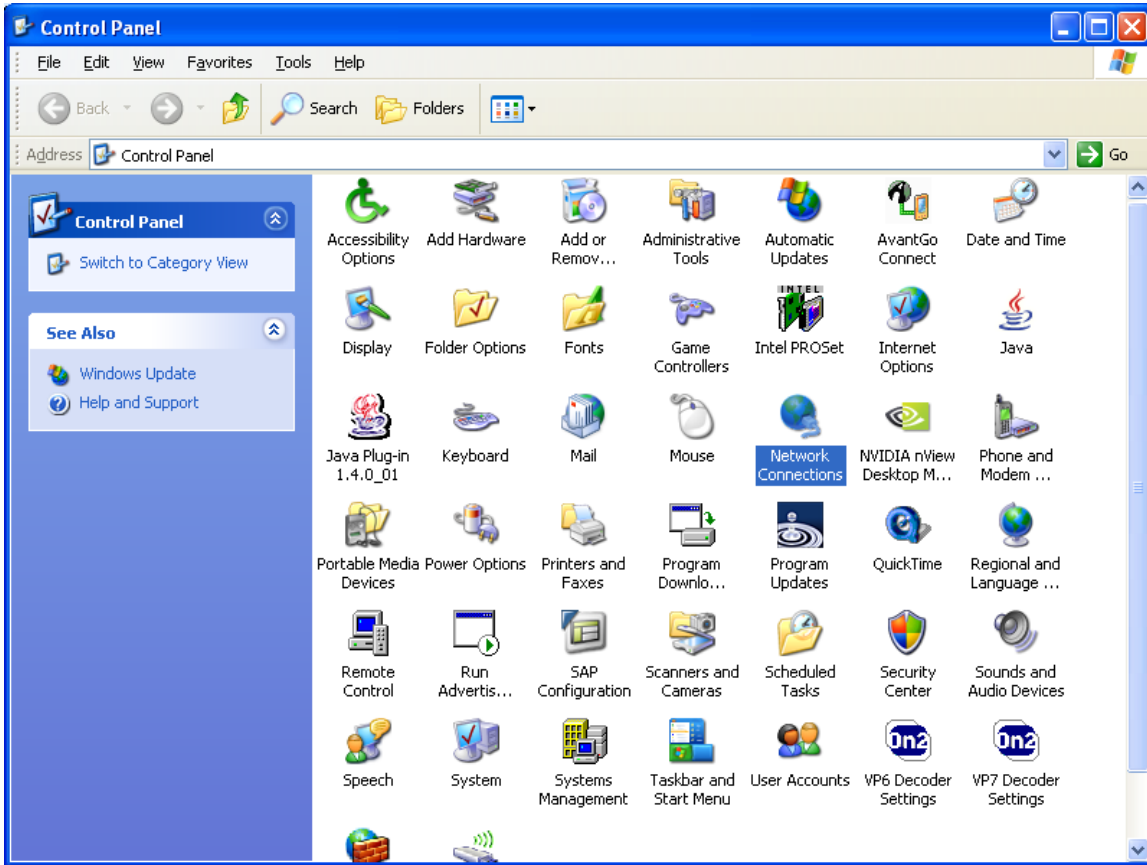


VPN: Setup Connection

On the computer that is running Windows XP, confirm that the connection to the Internet is a DSL or cable modem and is active and functional.

Click **Start**, and then click **Control Panel**.



In Control Panel, double click **Network Connections**



Click **“Create a new connection”** in the Network Tasks task pad



In the Network Connection Wizard, click **Next**.

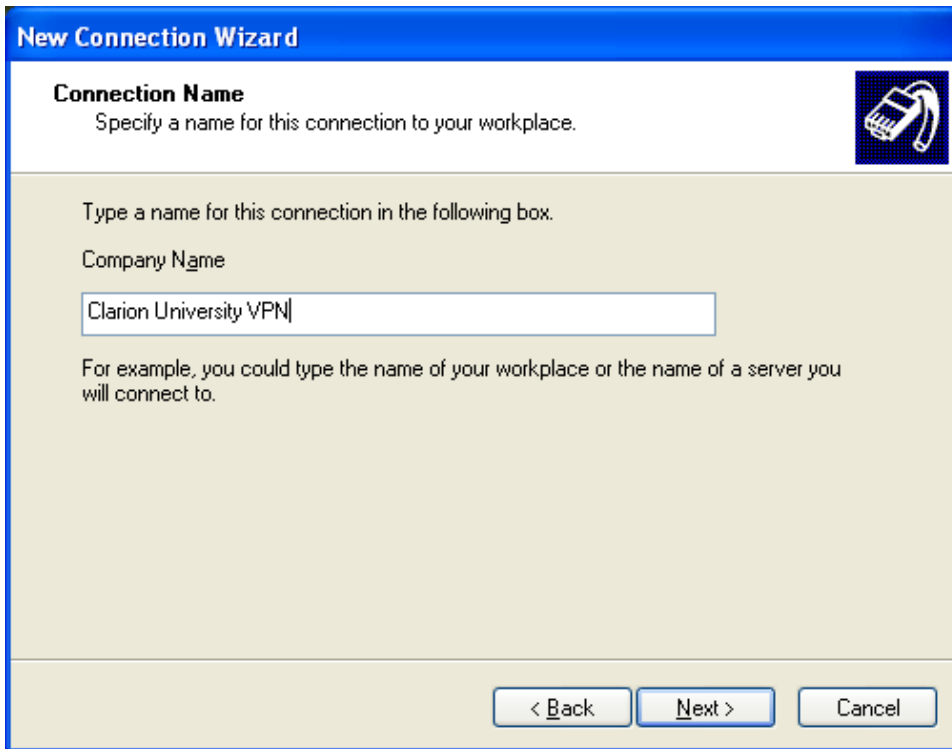


Click **Connect to the network at my workplace**, and then click **Next**.



Click **Virtual Private Network connection**, and then click **Next**.

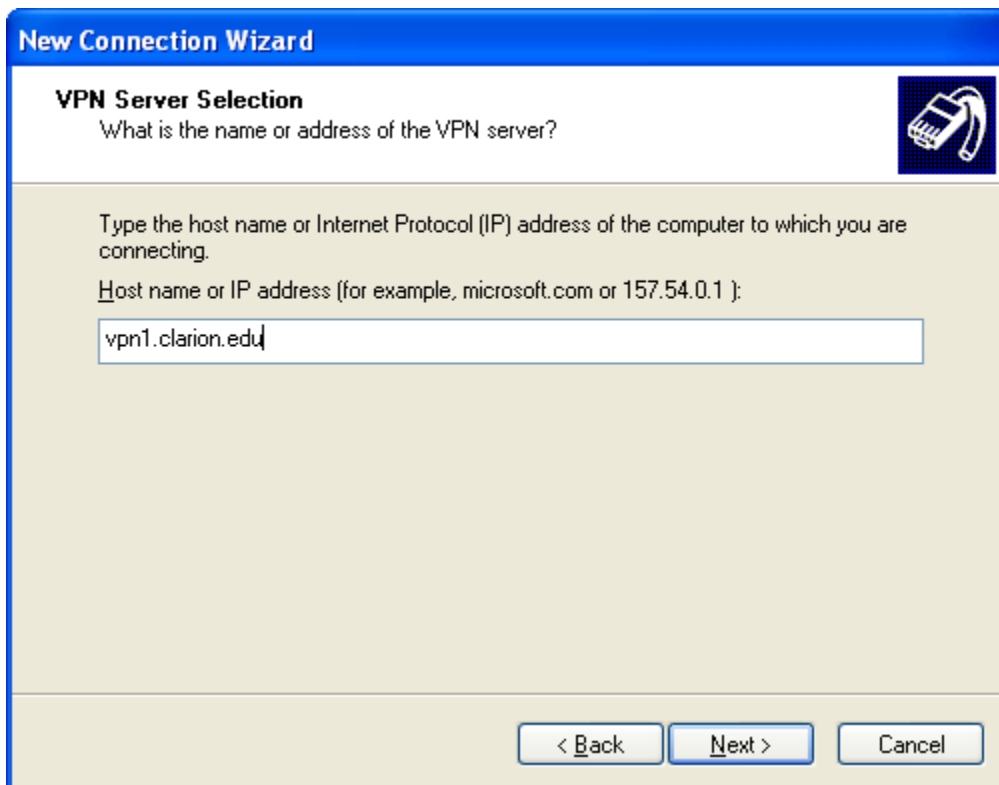
Note: If you are running Windows XP Media Edition or Home Edition you may have other options select the option that indicates the (VPN).



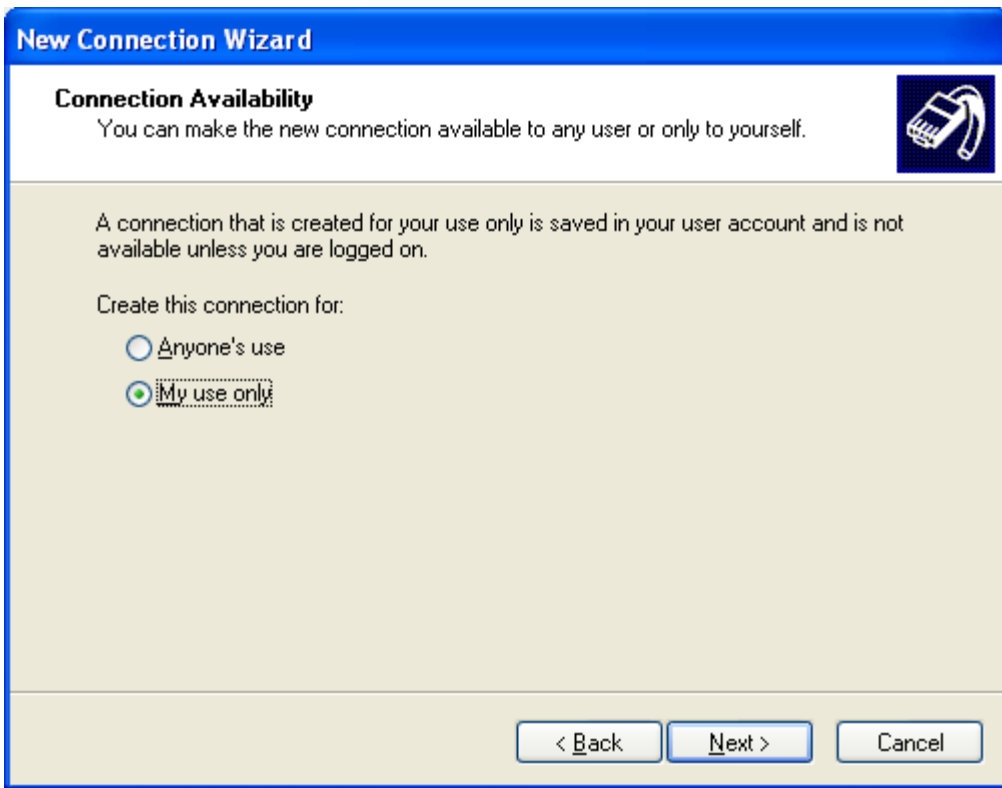
Type a host name, Clarion University or any other description you would like to appear in the Network Connections area. You can change this later if you want. Click **Next**.



Choose “**Do not dial the initial connection**” click **Next**



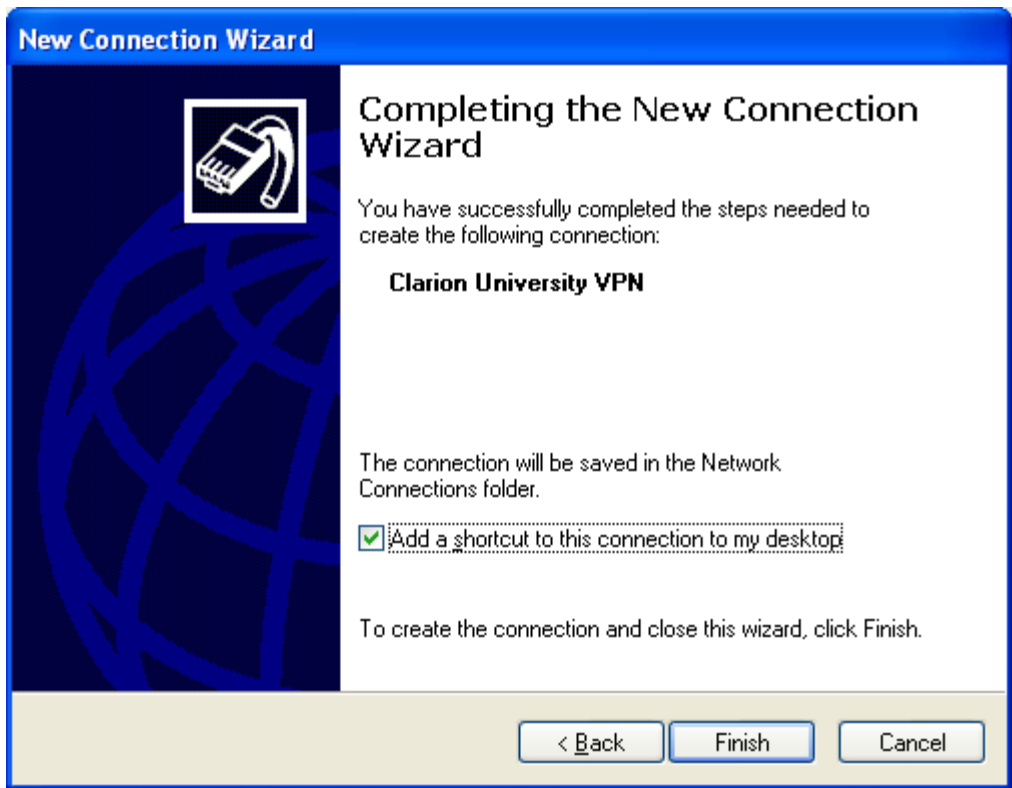
Type the host name or the Internet Protocol (IP) address of the VPN server (vpn1.clarion.edu), and then click **Next**.



Choose “My use only” click **Next**



You may be prompted for a smart card connection (see image) Select “Do not use smart card” click **Next**.



Click to select the **Add a shortcut to this connection to my desktop** check box if you want one, if not, then leave it unchecked and click **Finish**.

VPN: Connect and Disconnect

Connect:

To connect to the newly created VPN connection Double click the new VPN shortcut icon on your desktop (i.e. Clarion University VPN”) to bring up the login prompt



When prompted type in your CNet username and password for authentication.

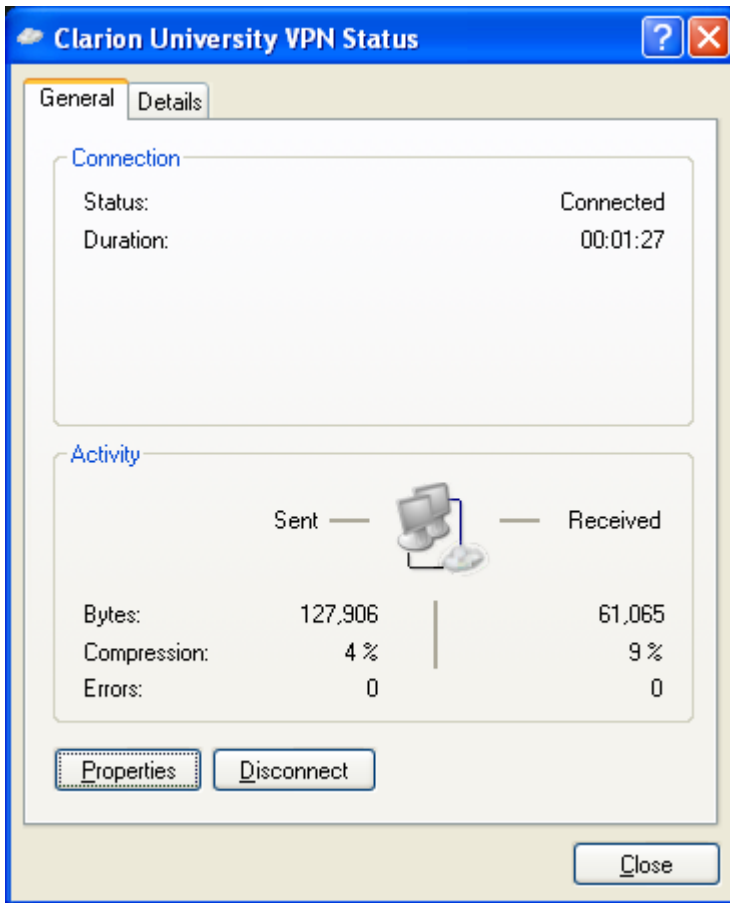
If successfully connected you should see a VPN connection icon in the system tray - bottom right of your desktop near your clock.

NOTE: When connecting to your machine on campus, you should put the name as

SYSTEMID.clarion.local (The systemid is the CSID# number on the white label on your computer).

Disconnect:

To Disconnect from the Clarion University VPN connection, double-click the “Clarion University VPN” icon in the system tray - bottom right of your desktop near your clock, and then select the disconnect button to exit VPN connection (see below).



Click **Disconnect**

