

## How to Install

### Installing the VPN client on a Windows Computer

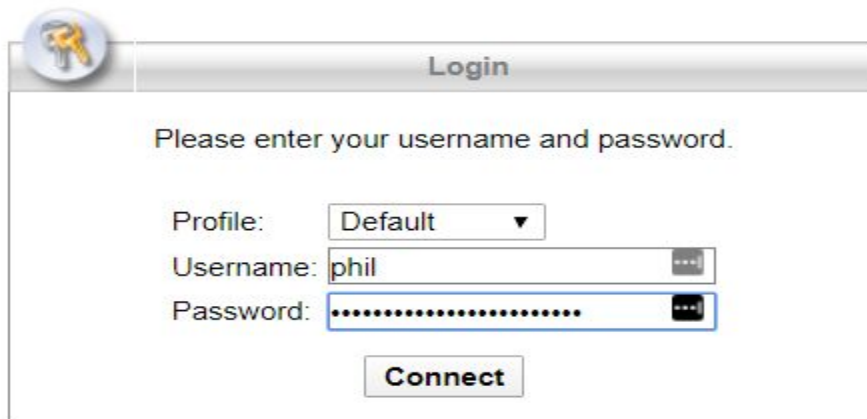
1.) Open up a web browser and type in the following into the address bar:

[Http://vpn.coriell.org](http://vpn.coriell.org)

2.) You should be presented with the website as follows

A screenshot of a login form titled 'Login'. The form contains the instruction 'Please enter your username and password.' Below this, there is a 'Profile:' dropdown menu currently set to 'Default'. Underneath the profile menu are two input fields: 'Username:' and 'Password:', each with a small icon to its right. At the bottom of the form is a 'Connect' button.

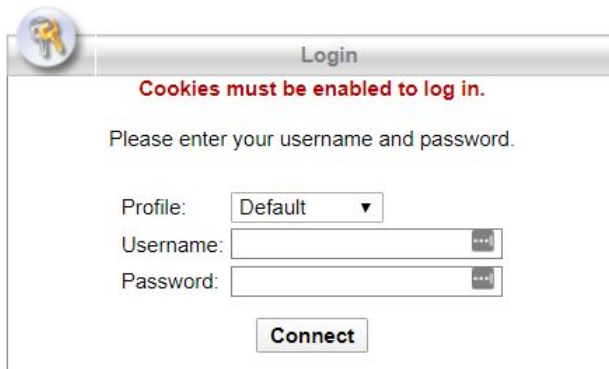
3.) Enter your Active Directory username/password (This is the same username and password used to log into your computer each day).



A screenshot of a 'Login' window. The window has a title bar with a key icon and the word 'Login'. Below the title bar, it says 'Please enter your username and password.' There are three input fields: 'Profile:' with a dropdown menu showing 'Default', 'Username:' with the text 'phil', and 'Password:' with a masked password (dots). Each input field has a small 'x' icon to its right. Below the input fields is a 'Connect' button.

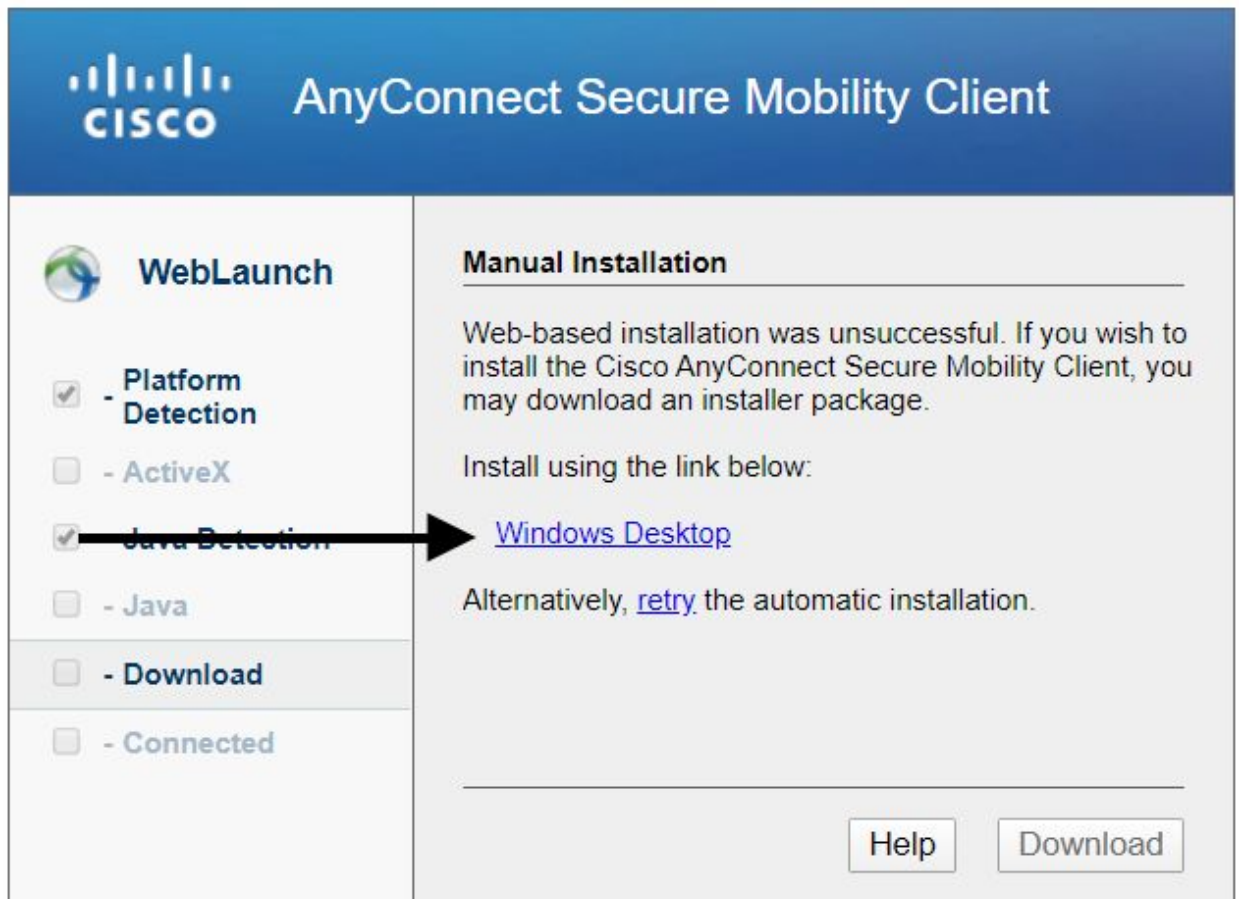
4.) Click Connect

5.) Occasionally, you will encounter an error regarding cookies like the screenshot below – this is normal. Please enter the same username and password again:



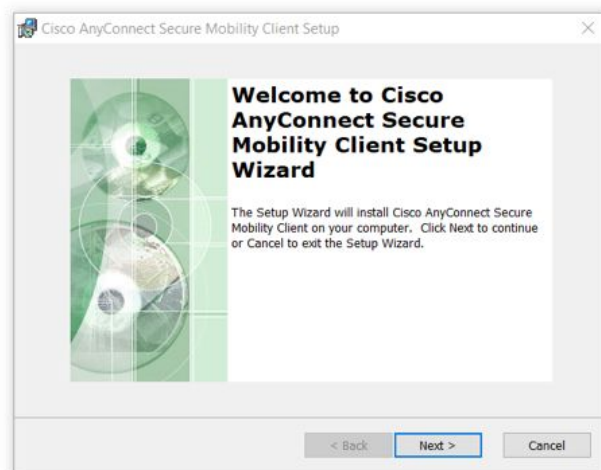
A screenshot of a 'Login' window showing an error message. The window has a title bar with a key icon and the word 'Login'. Below the title bar, it says 'Cookies must be enabled to log in.' in red text. Below this, it says 'Please enter your username and password.' There are three input fields: 'Profile:' with a dropdown menu showing 'Default', 'Username:', and 'Password:'. Each input field has a small 'x' icon to its right. Below the input fields is a 'Connect' button.

6.) You will next be presented with a Window in the screenshot below – please click the blue Windows Desktop Link to download the VPN client

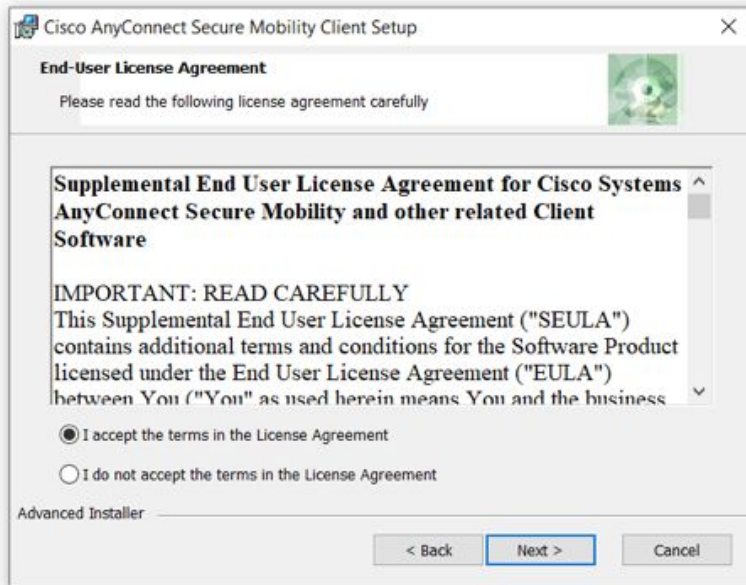


7.) You will see the VPN client downloading. Once it has downloaded, click the executable to begin the installation.

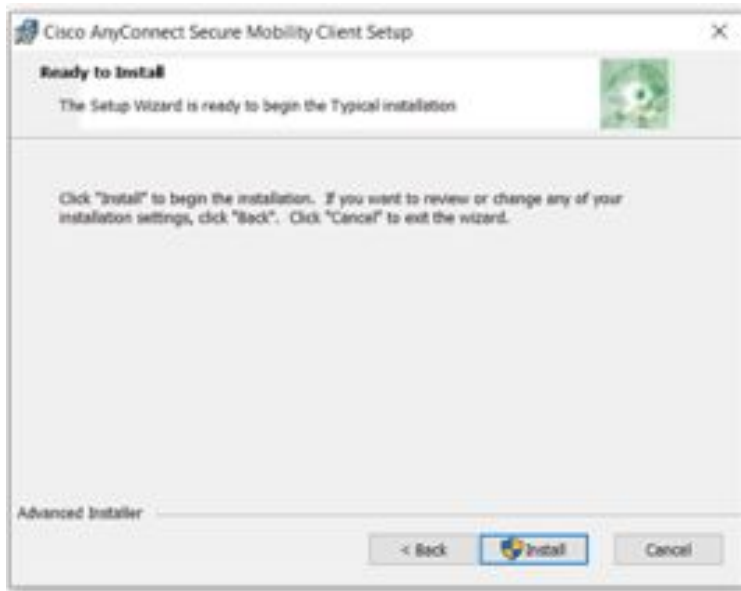
8.) Click Next



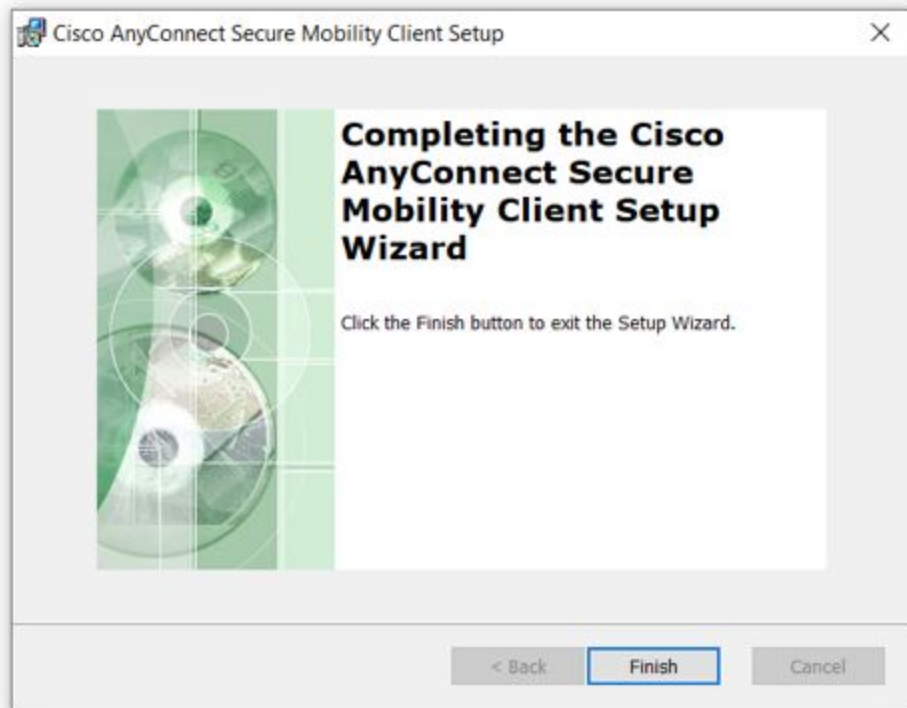
9.) Click “I accept the terms...”



10.) Click install – and agree to the User Account Control dialog



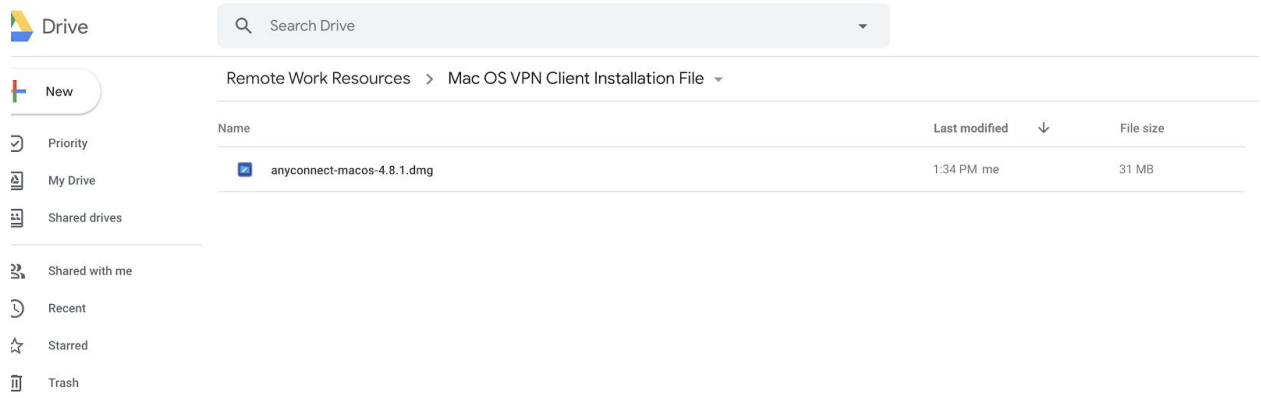
11.) Click Finish



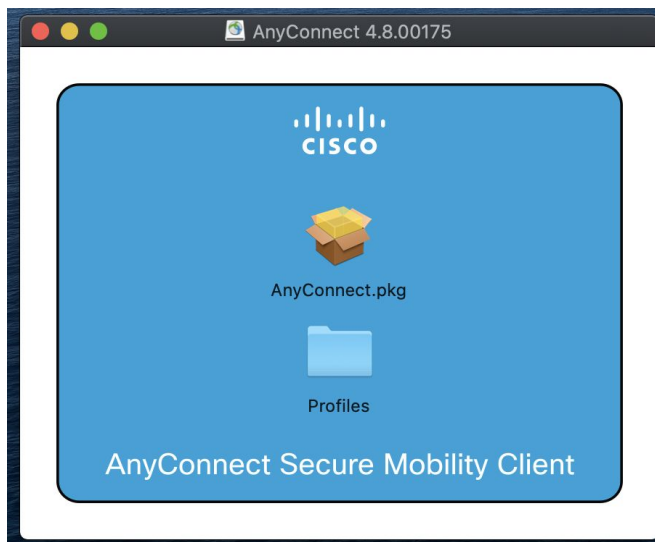
12.) The VPN client is now installed.

## Installing the VPN on Mac OS

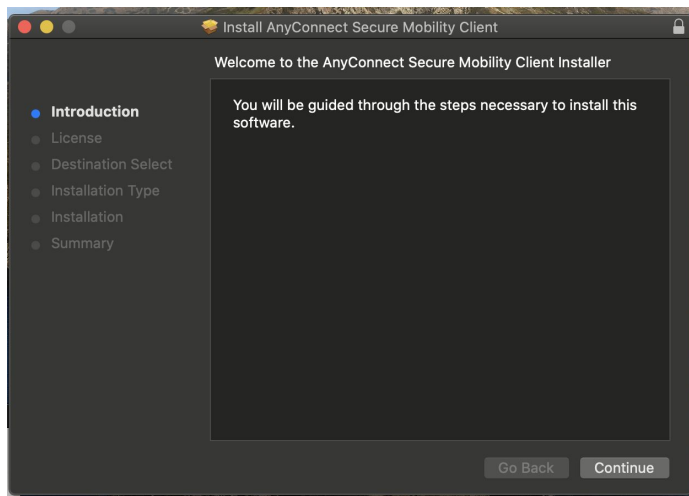
1. In the Remote Work Resources drive, open the Mac OS VPN Client Installation folder and download the .DMG file to install



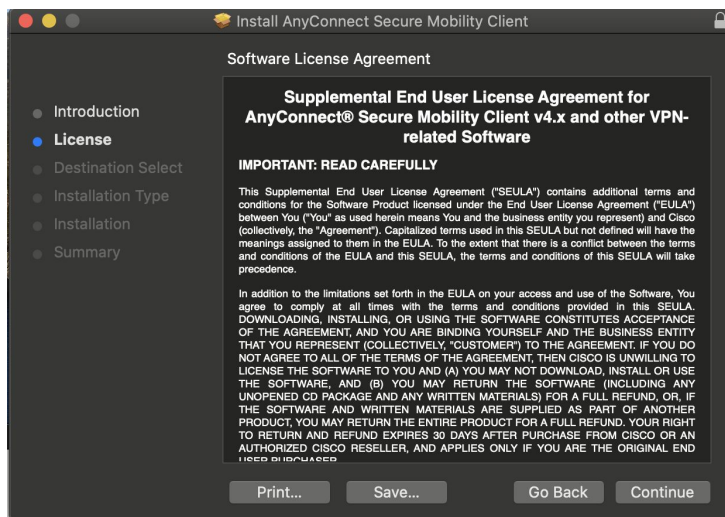
2. Double-click the .dmg file to open and click on the AnyConnect.pkg to begin installation.



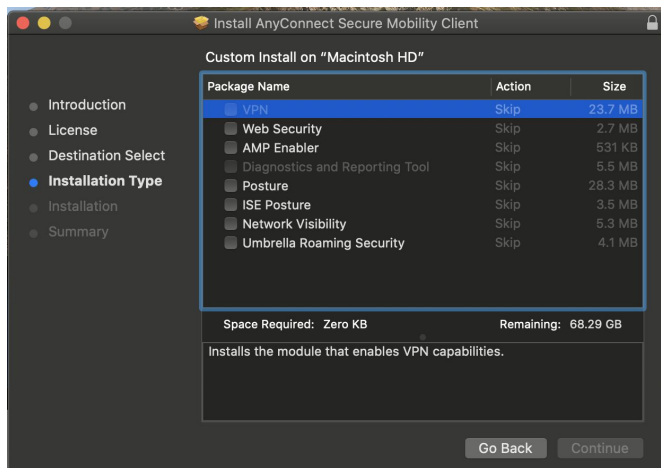
### 3. Click Continue



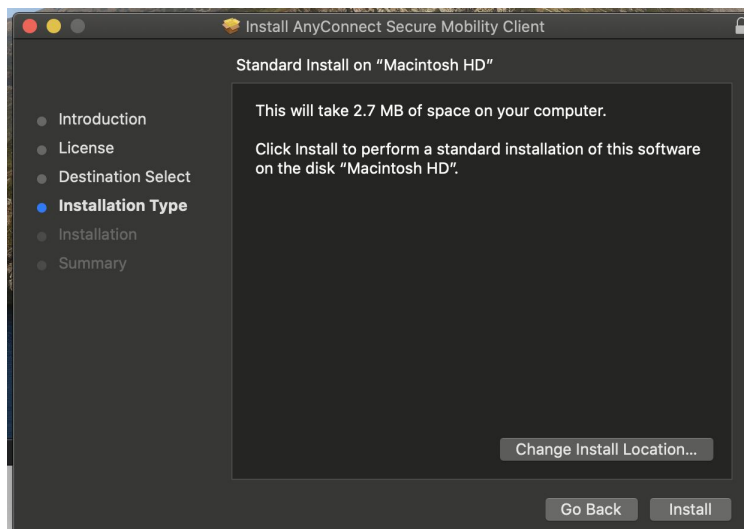
### 4. Click Continue to accept the license



5. Uncheck everything except the first box, VPN and click Continue

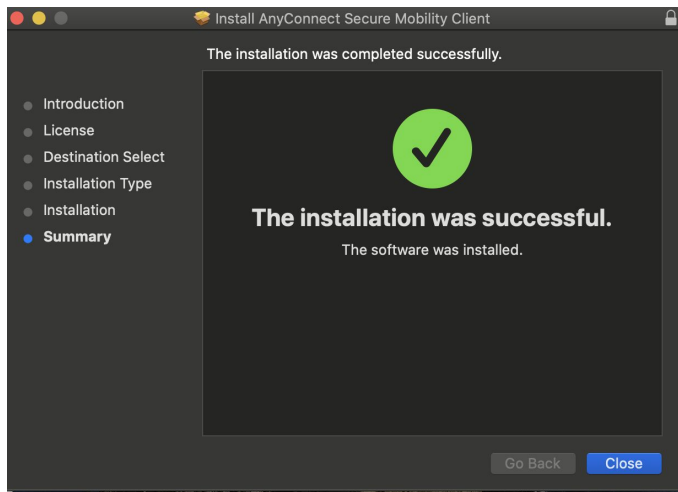


6. Click Install





## 7. The installation is now successful



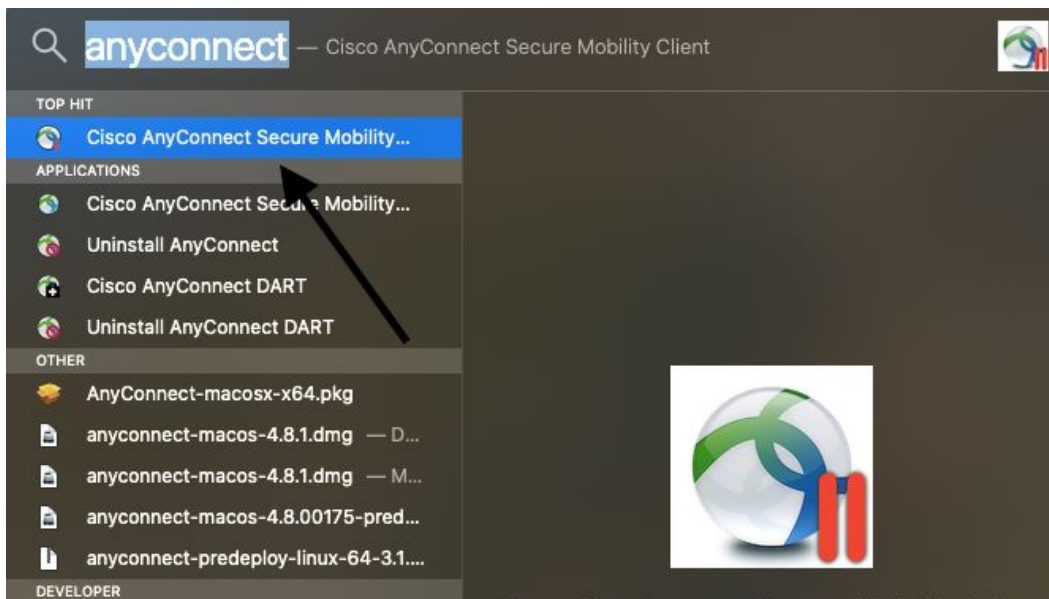
# How to Connect

- 1) Open your list of programs and look for Cisco AnyConnect

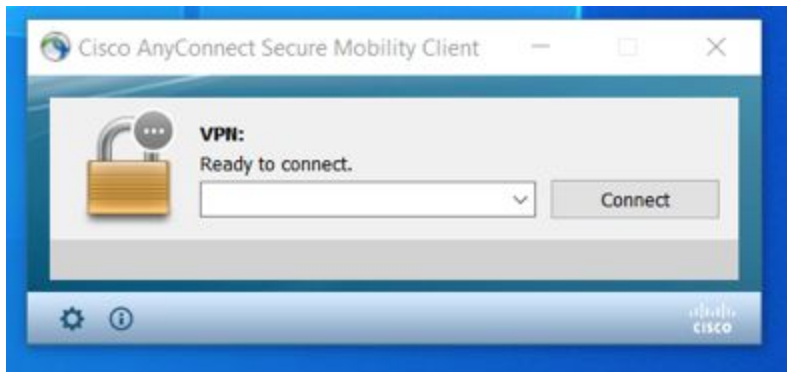
(Windows)



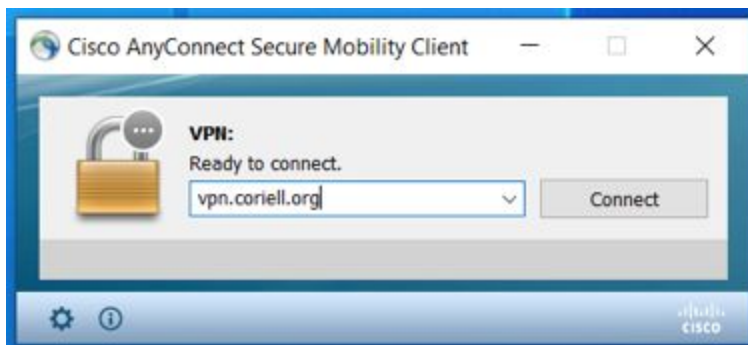
(Mac)



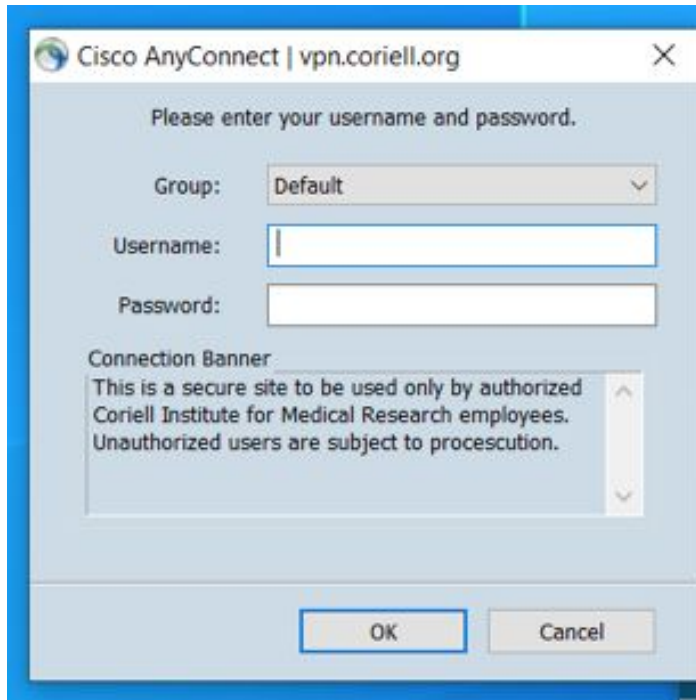
- 2) Once the application is open, you will be presented with a window as seen below:



- 3) In the field, type in vpn.coriell.org, then click connect



- 4) In the dialog box that follows, enter you Active Directory Username and Password (same one used to log into your computer) and click OK



- 5) You should now be connected to the VPN and able to access Coriell resources.

## Important Note Regarding VPN Usage

Please be mindful that when you are connected to the VPN, all of your internet traffic is routed through Coriell's network. Use of the VPN while streaming videos or using non-Coriell resources that require higher bandwidth will tax the system. Please disconnect the VPN when you are not using Coriell resources in order to limit the strain on the network. Applications such as Slack, Google Meet, and Mail do not require a VPN connection.

**Since many of your daily tasks can be completed without the VPN, Coriell does not monitor connection times and connection to the VPN doesn't necessarily reflect productivity when working remotely.**

You can connect/disconnect from the Coriell VPN as many times as necessary. Connect when you need to access an application running at Coriell (e.g. QUEUE, Atlas, IT Service Desk) or information stored at Coriell (e.g. files stored on Sharepoint).