

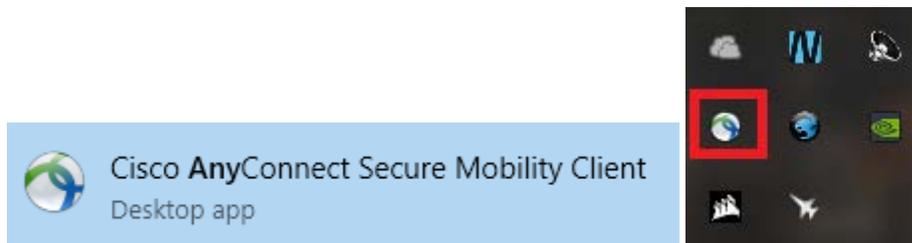
# Information Technology Services

## *Remote Access via VPN*

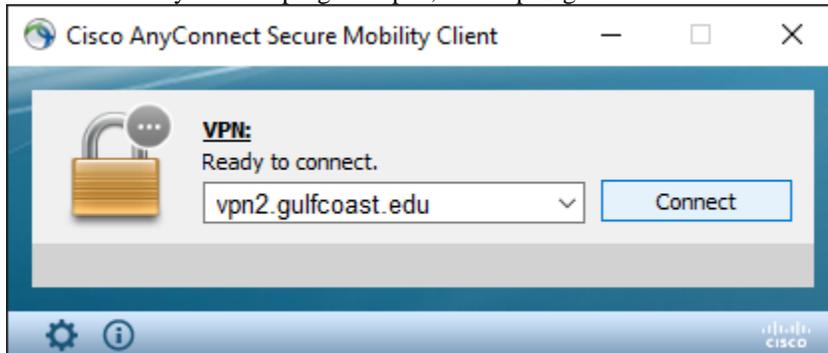
**Purpose:** Access On-Campus Resources from your Personal PC Off Campus

**Notes:** When on campus, you are connected directly to GCSC's network. This provides access to resources only available from on-campus such as network drives. It is possible to connect to the network remotely by using a Virtual Private Network (VPN) connection.

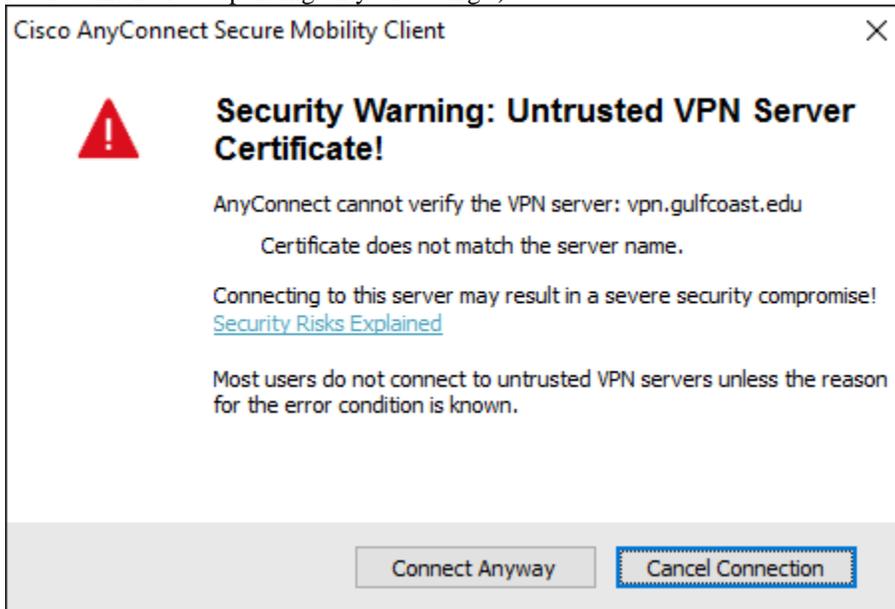
1. Using your computer's web browser, navigate to <https://vpn2.gulfcoast.edu>
2. The first time you connect, you will be directed to install the VPN software.
3. Follow the instructions to complete installation.
4. Click the Start button on your computer and locate the Cisco AnyConnect Secure Mobility Client. You can also open the system tray and find the AnyConnect application there.



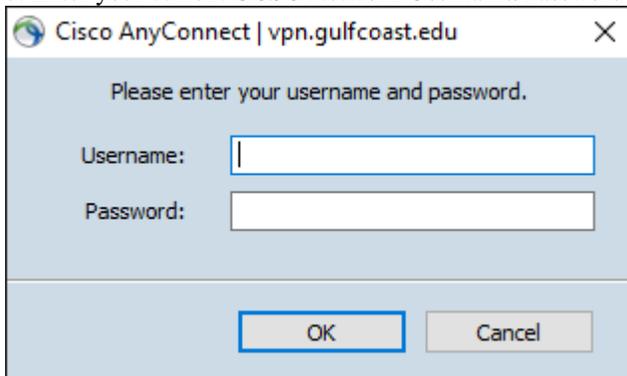
5. With the AnyConnect program open, enter [vpn2.gulfcoast.edu](https://vpn2.gulfcoast.edu) into the address box and press Connect.



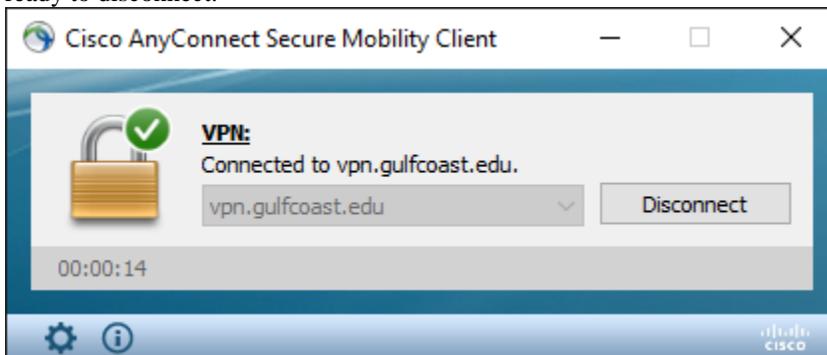
6. If you receive a warning about “Untrusted VPN Server Certificate”, click “Connect Anyway”. (You might not receive this notice depending on your settings.)



7. Enter your current GCSC Network Username/Password in the box.

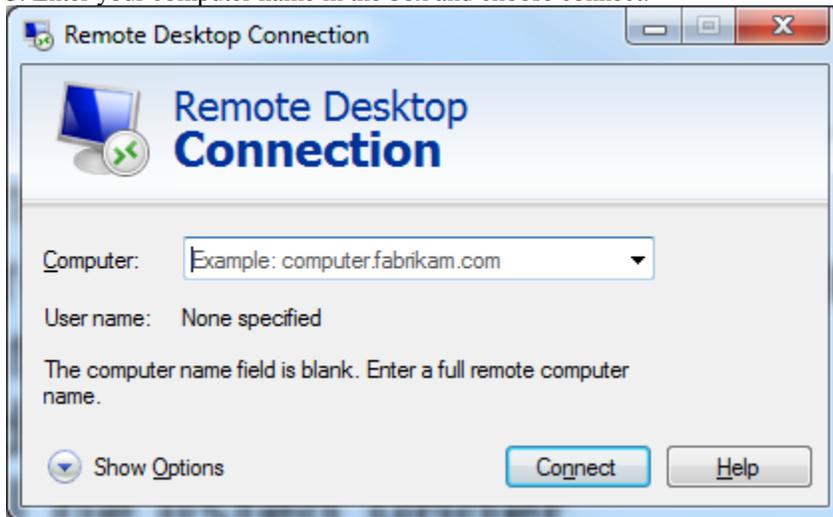


8. You are now connected to the GCSC network! Click “Disconnect” whenever you have finished your work and are ready to disconnect.



Remote Desktop allows you to remotely connect to your on campus computer as if you were actually sitting in front of it. Your office computer must be powered on for this to work. You must be connected to VPN for this to work. You must know the computer name of your on campus computer before you connect. While on your on campus computer, find this by right clicking “Computer” and choosing “Properties”. The computer name will be listed under “Computer name:” – write this down and store it.

1. Click Start on your computer and search for Remote Desktop Connection.
2. If you cannot find it, you can also click “Run” and manually type in “mstsc” and click OK.
3. Enter your computer name in the box and choose connect.



4. You will now be asked to sign in as yourself. Again, use your network username and password.
5. When you complete your session, make sure you click “Disconnect” rather than shut down. Choosing “Shut Down” will power off your computer at GCSC and it will need to be turned back on physically before you can connect again.