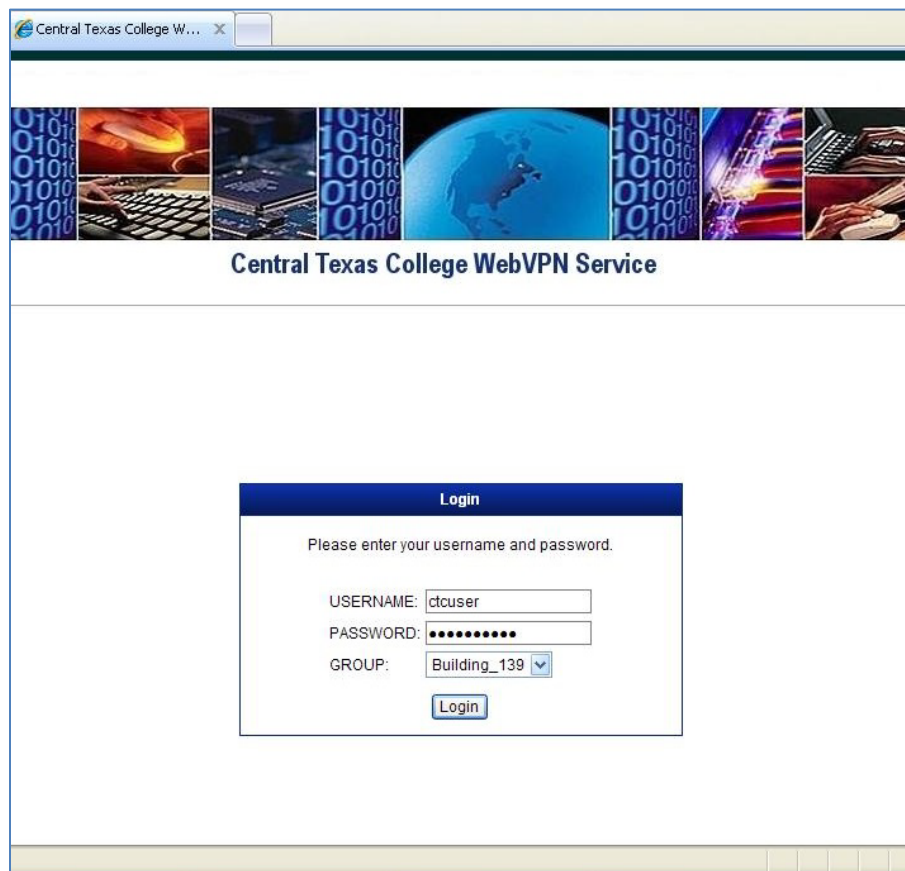


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## Cisco SSL VPN Client Installation Instructions (Windows)

A Secure Sockets Layer (SSL) Virtual Private Network (VPN) connection gives users outside of CTC's network access to internal CTC resources through a 128-bit SSL encrypted session. If you have already received an email from the IT admin about VPN access, you can use the following instructions to create a VPN connection:

1. Go to <https://webvpn.ctcd.edu> using the internet browser of your choice (see *Figure 1*).



*Figure 1*

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2. Enter your username. This is your Windows account name. A Windows username is generally your first initial followed by your last name. If it is not, please contact the IT Help Desk to confirm your correct username.
3. Enter your current Windows account password. If you do not know your password, please consult the IT Help Desk.
4. Next, select your group name from the 'GROUP' drop-down box. Your group name will be in the email from the IT admin.
5. Click 'Login.'
6. The client will automatically install. You may be prompted to install a newer version of Microsoft's Active X or additional software. Please approve any installation requests at this point. When completed, you should see the following screen (see *Figure 2*).



*Figure 2*

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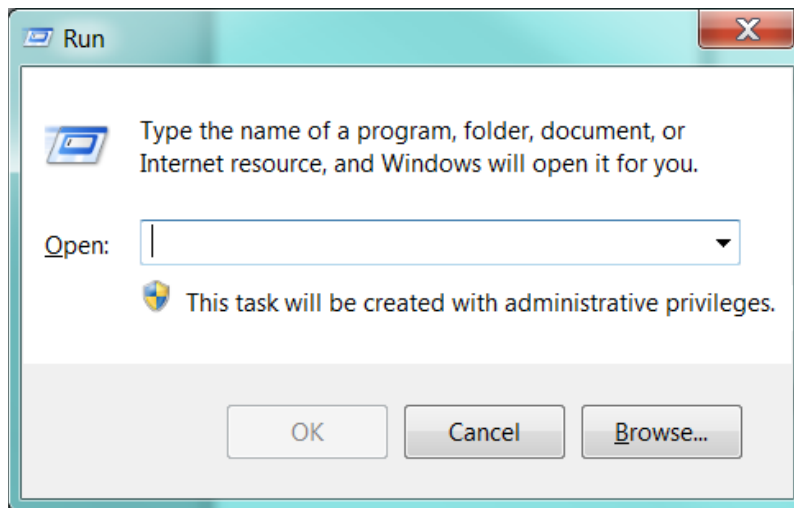
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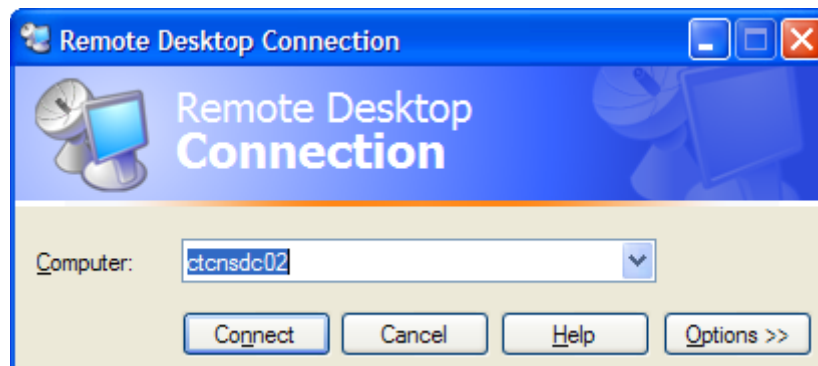
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7. At this point, you should be able to access your CTC workstation via Microsoft's Remote Desktop Utility. Click the Windows Start Icon at the bottom left of your computer screen. In the '**Search programs and files**' text box at the bottom, type '**Run**' and press the enter key. The following box will appear (see *Figure 3*).



*Figure 3*

8. Type '**mstsc.exe**' into the text box and click 'OK.' The Remote Desktop Connection window should appear (see *Figure 4*).



*Figure 4*

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9. Type in the name of your workstation and then log in as you normally would. You now have encrypted access to your desktop at work and should be able to use any of the applications available to you when you are seated at your CTC workstation.