Note: The "Cisco AnyConnect Secure Mobility Client" allows you to create a secure VPN connection from an off-campus Personal Computer (PC) to the campus network at NC A&T State University. Follow the instructions listed below to install and use the "Cisco AnyConnect Secure Mobility Client" on a Windows PC.

(1) How to install and use the "Cisco anyconnect Secure Mobility Client" on a Windows PC

(a) Shutdown all applications and Internet connections on your PC.

(b) Open Web Browser on your PC.

(c) Go to https://vpn.ncat.edu

(d) In the "VPN Portal" window, provide the following information:

(i) For GROUP, click on the drop-down box and select "Employee_VPN".

(ii) For your VPN username and password, type in your OneID username and password.

NOTE: Do not include "@ncat.edu" at the end of the username.

(iii) Click on "OK" or "Login".

NOTE: If you encounter a username or password error, contact Aggie Tech Support.

(e) A pop-up window will appear with the text "Attention: You are attempting to access the University's virtual private network (VPN) in order to work remotely.".

Read the entire notice. If you accept the notice, click on "Continue".

(f) A program will start running to install the Cisco AnyConnect Security Mobility Client on your PC. An "installation status window" will be displayed.

The program will attempt to do an "Automatic Installation" of the Cisco AnyConnect Secure Mobility Client on your PC.

Note: If the message "Manual Installation" is displayed in the installation status window, this means that the "Automatic Installation" was not successful. A "Manual Installation" will be required. Go directly to step "(h)".
(g) While "**Automatic Installation**" is running, follow these steps:

(i) Monitor "Automatic Installation" by viewing the installation status window. The "Automatic Installation" takes 1 to 5 minutes depending on the speed of your PC.

(ii) Respond to prompts as required.

(iii) If the "Automatic Installation" is successful, the Cisco AnyConnect Secure Mobility client will automatically create a VPN connection to the campus network at NC A&T State University. You will see a message stating that the VPN connection was successful.

(iv) At this point, you can close the installation status window. The desktop of your computer will look the same. The only difference is that you can now access those applications at NC A&T State University which require you to be on the University Network.

(v) When you're finished using your VPN connection, follow instructions in Step #2 to terminate the VPN connection.

(h) If a "**Manual Installation**" is required for the Cisco AnyConnect Secure Mobility client, follow these steps:

(i) Read "Manual Installation" instructions in installation status window.

(ii) Proceed with installation process. Respond to prompts as required.

(iii) After "Manual Installation" is complete, proceed with step 3 of this document.
(2) How to terminate your VPN Connection to the "NC A&T University Network"

(a) Re-open the VPN Client window that was minimized earlier.

NOTE: Look for an Icon on your screen with a "World Globe and lock on it". This Icon is typically at the bottom of your PC Screen. Click on the Icon to open the VPN Client Window.

(b) Click on "Disconnect" button.

(c) Click on Icon in upper left corner of VPN Client Window.

(d) Click on "Close".

(e) At this point, you have:

(i) Terminated your VPN Connection to the network at NC A&T State University.

(ii) Closed your VPN Client application.

(f) You are finished with Step #2.

(3) How to start a VPN connection after you have installed the "Cisco AnyConnect Secure Mobility Client" on your PC

(a) Start the "Cisco AnyConnect Secure Mobility Client" on your PC.

(i) You can start the client from the "Program List" on your PC, or you can start the client from your "Desktop" if you've added a shortcut for the client to your desktop.

(b) A pop-up window will appear.

(a) The title at the top of the window will be "Cisco AnyConnect Secure Mobility Client".

(b) The drop-down box in the middle of the pop-up window will have vpn.ncat.edu in it.

Note: If vpn.ncat.edu is missing, type it into the box. You only have to do this once. It will be present when you launch the client again.
(c) Click on the "Connect" button.

(d) In the "VPN Portal" window, provide the following information:
   (i) For GROUP, click on the drop-down box and select "Employee_VPN".
   (ii) For username and password, type in your OneID username and password.

   NOTE: Do not include "@ncat.edu" at the end of the username.

   (iii) Click on "OK".

   NOTE: If you encounter a username or password error, contact Aggie Tech Support.

(e) A pop-up window will appear with text that starts with, "Attention: You are attempting to access the University's virtual private network (VPN) in order to work remotely."

   Read the entire notice. If you accept the notice, click on the "Accept" button.

(f) You will see a message stating that the VPN connection was successful.

   The desktop of your computer will look the same. The only difference is that you can now access those applications at NC A&T State University which require you to be on the University Network.

(g) When you're finished using your VPN connection, follow instructions in Step #2 to terminate the VPN connection.