



Using VPN

Windows
to
Windows



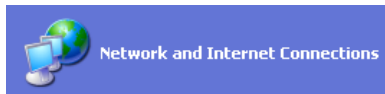
Virtual Private Networking (VPN) provides a secure method of accessing your campus eGCC computer from another location via the Internet. In order to use VPN, you must first know the Internet Protocol (IP) address of your campus eGCC computer.

NOTE: Your computer must be left **on**. Ensure *Sleep mode* has been disabled. It is recommended you turn your monitor off (where possible) to save energy.

Identifying your IP Address

Once you have identified your IP address and set up VPN, you won't have to find your IP address again. You need to be logged on to your campus eGCC computer.

1. From the **Start** menu, select **Control Panel**.
2. Select **Network and Internet Connections**.

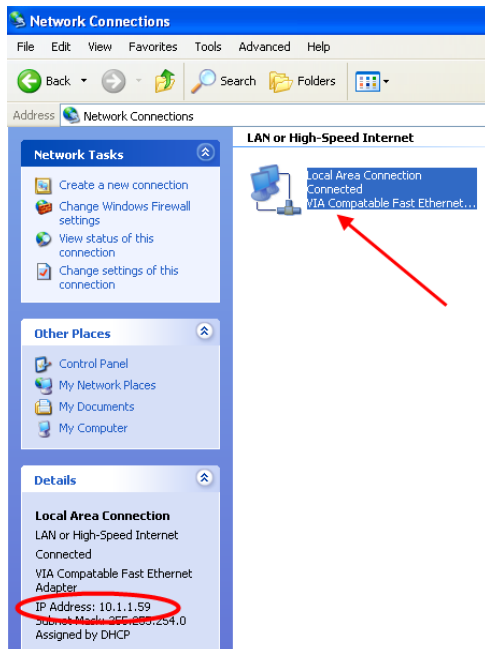


3. Select **Network Connections**.



4. Click once on **Local Area Connection** to select it.

The lower-left corner of the blue panel lists your IP Address.



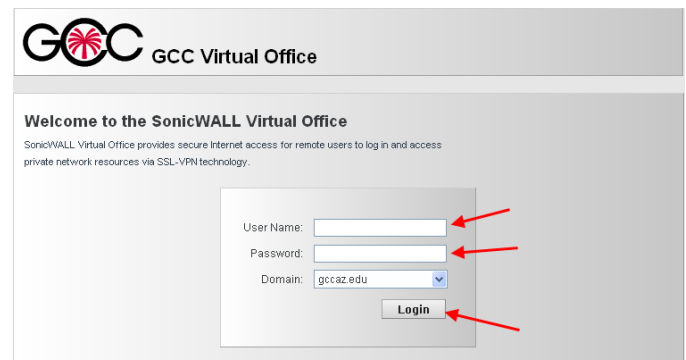
5. Make a note of your IP Address for later use.

Accessing the VPN

Armed with your IP address, you are ready to access your computer from off campus. VPN works best with Internet Explorer 6.0 or above as your browser.

1. Launch Internet Explorer.
2. Navigate your web browser to <http://gatekeeper.gccaz.edu>

NOTE: It is a good idea to add this site to your Favorites.



3. Enter your eGCC User Name in the User Name textbox.
4. Enter your eGCC Password in the Password textbox.
5. Click on the **Login** button.



Using NetExtender and Remote Desktop

The combination of NetExtender via VPN and Remote Desktop allow you to work from another computer as if you were sitting at your eGCC computer.

1. Use the steps above in **Accessing the VPN** to log into VPN.
2. Click on the **NetExtender** button at the top of the bookmarks listing to install/activate NetExtender.

NOTE: The first time you use NetExtender on any computer, you must go through the installation procedure. NetExtender will walk you through the steps.



NOTE: NetExtender causes several windows to open. Leave these windows open as closing them disconnects the session.

Once NetExtender has launched, you can begin using Remote Desktop.

3. From the Windows **Start** menu select **All Programs**.
4. Select **Accessories**.
5. Select **Remote Desktop Connection**.
6. Enter the **IP Address** of your campus eGCC computer.
7. Click on **Connect**.
8. Enter your **password** and **username** if asked.
9. Select **Login**.

The secure connection to your computer is completed. You can now work as if you were sitting at your eGCC computer. Remember though, if you tell your campus eGCC computer to print, it will print to the printer near your office. The same holds true if you are using VPN, Net Extender, and Remote Desktop. Printing via VPN will not print to a home computer. Your printouts will be on campus.

Remote Desktop will remember the IP Address you entered until a different IP Address is used.

Disconnecting from NetExtender and Remote Desktop

It is important to close all windows and log-out of NetExtender.

1. Close the Remote Desktop window using the **x** in the top bar.
2. Click on **OK** to Disconnect the Windows session, leaving all active programs running.
3. Select **Disconnect** in the NetExtender window.
4. Close the NetExtender window.
5. Click on **Logout** in the Virtual Office window.
6. Click on **OK** to complete the logout.