

VPN MANUAL WINDOWS

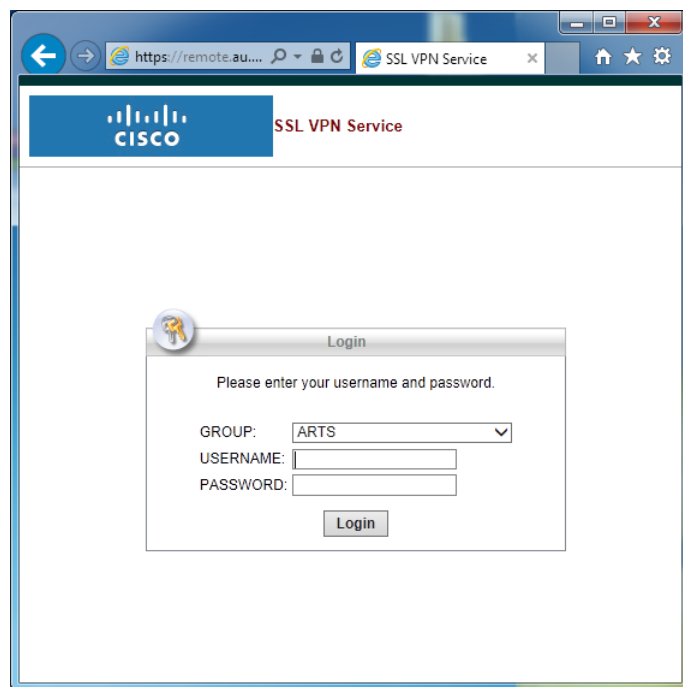
The purpose of using a VPN connection is to enable yourself to access certain IT services at Aarhus University, that would otherwise not be available from outside of the network at campus.

If you experience difficulties with login on the website at <https://remote.au.dk> it might be because your user account has not been granted the proper VPN access rights. Contact your local IT support to resolve the issue. Contact information is available at <http://au.dk/it>.

The IT support can offer assistance with the Aarhus University VPN on the following operating systems:

- Windows 7 & 8
- Mac OS X
- iPad & iPhone
- Android tablet og phone

A guide for setting up VPN on each operating system is available.



To install the VPN client to your computer open the following web site in your browser:

<https://remote.au.dk>

GROUP select the department you are associated with.

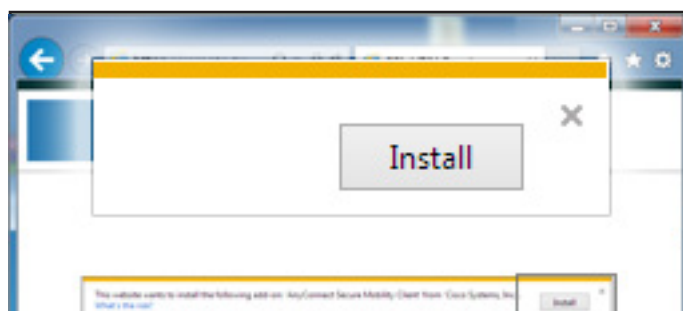
USERNAME is domain\username.

If you don't know your domain, you can find it at:
<http://medarbejdere.au.dk/en/administration/it/brugeroplysninger/find-your-domain/>

Your username is the same as you use in Outlook before the @ or after \. Username and e-mail address might not be the same.

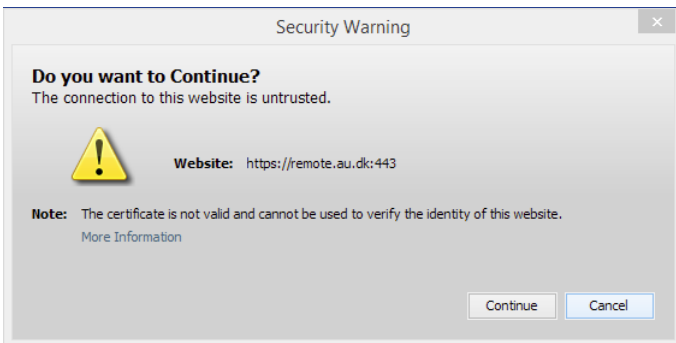
PASSWORD is the password associated with your Outlook account.

Click **Login** to start the installation.

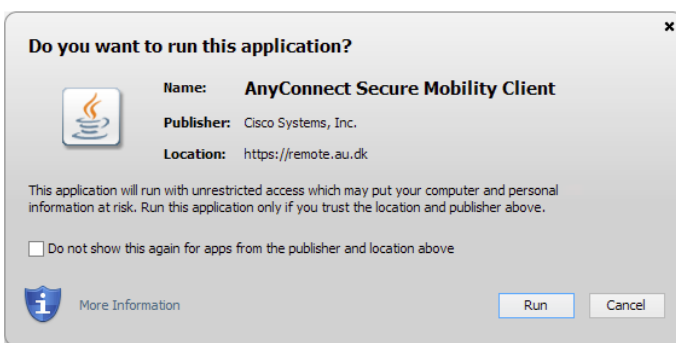


Your computer will now check if your version of Java is supported. If you are asked to allow the installation of an add-on program, click **Install**, if you are using Internet Explorer. In Chrome or Firefox you will need to click **Allow**.

After this you will get a safety warning asking if you would like to allow the installation of **AnyConnect Secure Mobility Client**. To install click **Install**.



You may be presented with yet another security warning, asking if you would like to allow the installation from **https://remote.au.dk:443**. Click **Continue**.



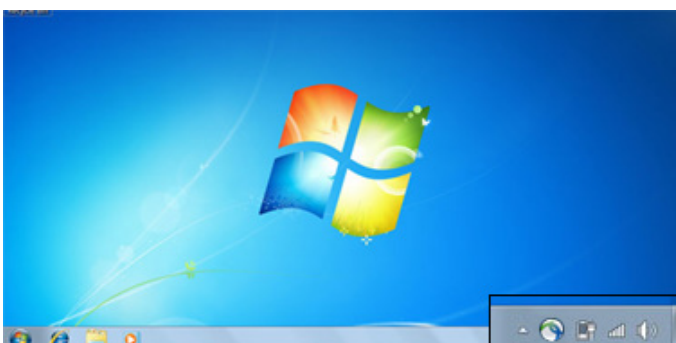
Java will ask you if the program **AnyConnect Secure Mobility Client** should be allowed to run on your computer. Click **Run** to allow the program to install the VPN client.



If the automated install was successful, continue to the next point.

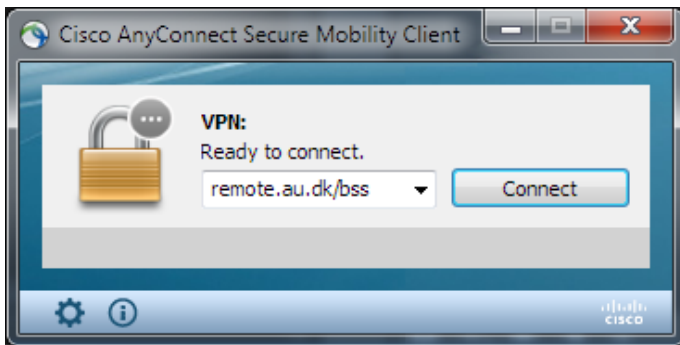
If the automated install process failed, choose the **Windows Desktop** install option to download an installation program.

When the download is complete boot this program by running it from your **Downloads** folder or by searching for **AnyConnect** in your start menu.



To establish a VPN connection you will need to click the AnyConnect globe icon in your system tray.

It might sometimes be necessary to expand your system tray, by clicking the small "arrow up" icon, to see the AnyConnect icon in the tray.



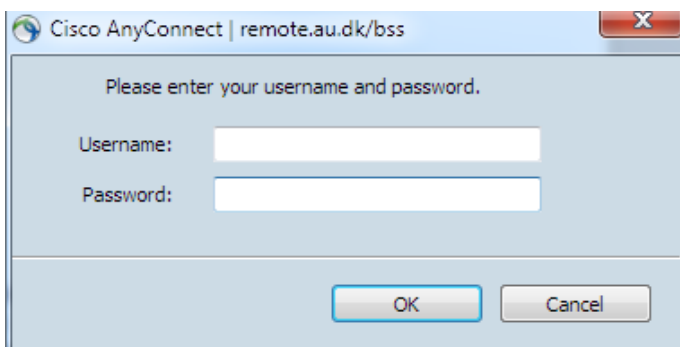
Make sure the address in the address bar corresponds to your primary department association:

Business and Social Sciences: remote.au.dk/bss

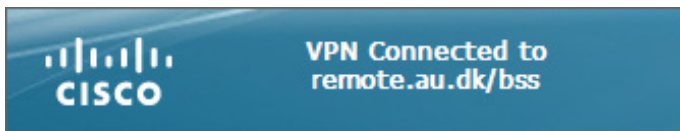
Arts: remote.au.dk/arts

Health: remote.au.dk/he

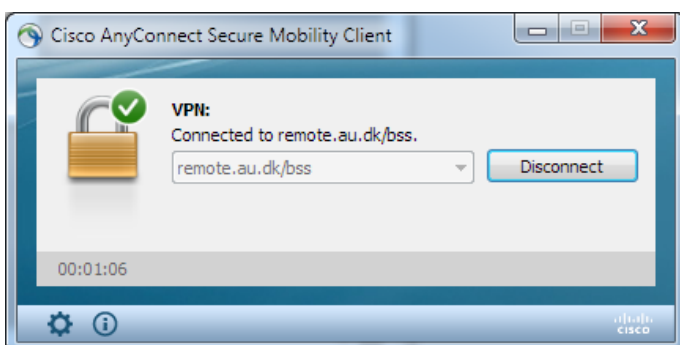
Science and Technology: remote.au.dk/st



For safety reasons Cisco AnyConnect asks you to enter your log in credentials each time you make a VPN connection. Use the same credentials as earlier in this guide.



Cisco AnyConnect announces **Connected to remote.au.dk** when you have successfully connected to the Aarhus University VPN.



To disconnect from the VPN click the **Cisco AnyConnect** globe icon in the system tray. Click **Disconnect** to disconnect.

The connection will be automatically closed when you shut down your computer.

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ADVANCED MULTIMEDIA GROUP



Advanced Multimedia Group is a division under AU IT supported by student assistants. Our primary objective is to convey knowledge to relevant user groups through manuals, courses and workshops.

Our course activities are mainly focused on MS Office, Adobe CS and CMS. Furthermore we engage in e-learning activities and auditive and visual communication of lectures and classes. AMG handles video assignments based on the recording, editing and distribution of lectures and we carry out a varied range of ad hoc assignments requested by employees.

In addition, AMG offers solutions regarding web development and we support students' and employees' daily use of typo3.

PLEASE ADDRESS QUESTIONS OR COMMENTS REGARDING THE CONTENTS OF THIS GUIDE TO
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ANALYTICS GROUP



Analytics Group, a division comprised of student assistants under AU IT, primarily offers support to researchers and employees.

Our field of competence is varied and covers questionnaire surveys, analyses and processing of collected data etc. AG also offers teaching assistance in a number of analytical resources such as SAS, SPSS and Excel by hosting courses organised by our student assistants. These courses are often an integrated part of the students' learning process regarding their specific academic area which ensures the coherence between these courses and the students' actual educational requirements.

In this respect, AG represents the main support division in matters of analytical software.