Shoreline Community College, Technology Support Services

Purpose:

These instructions are provided using Chrome Browser in Windows 10 and El Capitan. The process may be slightly different if using other browsers or operating systems.

Windows Systems:

Getting the client installer package:



Open Chrome and navigate to 'https://vpn.shoreline.edu'

- Ensure Group = Employees
- Username = Shoreline SignOn name
- Password = Your Shoreline password



You may receive a notice that "This site uses a plug-in (Java $^{\text{M}}$) that is unsupported".

The detection process will attempt to start/install the Sun Java applet. This is normal and can take a few minutes for the process to complete. Please be patient. Once completed the screen will change to the manual download window.

Click the 'AnyConnect VPN' link to download the client

Once download completes, run the installer.

VPN Client Installation:



Click on the installer (bottom of browser) link and Click 'Next'

Select 'I accept the terms in the License Agreement'; Click 'Next'

Click 'Install'

Click 'Finish'

NOTE: You may be prompted with a User account Window. Click 'OK' to allow the process to continue installation.

You may then be prompted with a "Files in Use" window. Select 'Automatically close applications and attempt to restart them after setup is complete' Click 'OK'.

If the process appears to have stalled, check your task bar for a glowing red icon. This will occur if the installer was unable to close all the aforementioned applications. You will be required to restart your machine after the installation completes. Click on this to open the "Installer Information" window. Click 'OK' to continue setup and installation.

Click 'Finish'.

Answer 'YES' to restart your computer.

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Apple Systems:

Getting the client installer package:



Open Chrome and navigate to 'https://vpn.shoreline.edu'

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You may receive a notice that "This site uses a plug-in ($Java^{\text{TM}}$) that is unsupported".

The detection process will attempt to start/install the Sun Java applet. This is normal and can take a few minutes for the process to complete. Please be patient. Once completed the screen will change to the manual download window.

Click the 'AnyConnect VPN' link to download the client

Once download completes, go to the Downloads folder Mount the AnyConnect VPN Client Double-Click the Package Installer to begin installation

VPN Client Installation:



Click on the installer (bottom of browser) link and Click 'Continue'

Select 'I accept the terms in the License Agreement'; Click 'Continue', Click 'Agree' Enter your local system credentials to provide administrative authorization.

Click 'Install Software'

Click 'Close'

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Connect to VPN:

The installer does not create a shortcut / alias to the application on your desktop, your Dock, your Start Menu, or the Task Bar. You will need to do this on your own.

Locate the application / Set Task Bar | Dock quick access option:

Windows:

Click Start Button and begin typing 'Cisco'

The first option to appear should be the "Cisco AnyConnect Secure Mobility Client"

Right-Click this selection and choose either 'Pin to Start Menu' or 'Pin to taskbar'.

Apple:

Open 'Finder'

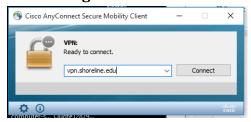
Navigate to "Applications", then "Cisco"

The first option to appear should be the "Cisco AnyConnect Secure Mobility Client"

Open the Application

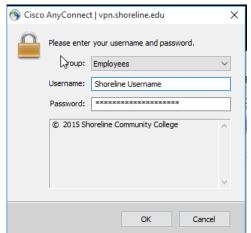
Right-Click or CTRL-Click Application icon on Dock. Select "Options", then "Keep in Dock".

Connecting:



Replace any existing text with 'vpn.shoreline.edu'

Click 'Connect'



Ensure Group = Employees

Username = Shoreline Sign On name

Password = Your Shoreline password

Click 'OK

NOTE: You should see a message appear in the lower right-corner of your screen informing you that you are now connected to vpn.shoreline.edu

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Connecting to your Document Shares:

Windows Systems:

Open File Explorer – Folder icon in task bar at bottom of screen. Right-Click "This PC" and select "Map Network Drive"

For Personal Drive (H:) -

Folder = \\shore.ctc.edu\home\user\ ** username

For Departmental Drive (S:) -

Folder = \\shore.ctc.edu\Dept\ ** department

For Shared Drive (X:) -

Folder = \\shore.ctc.edu\Dept\Xshare

Apple Systems:

Click "Go" - "Connect to Server"

Click '+' to retain entered Server Address

example: \\shore.ctc.edu\home\user\jdoikef

Server Address = smb://shore.ctc.edu/Home/User/** username

 $example \ \backslash shore.ctc.edu \backslash dept \backslash TSS$

Server Address = smb://shore.ctc.edu/Dept/ ** department

Server Address = smb://shore.ctc.edu/Dept/XShare

Determining Drive locations assistance:

Windows: From your campus computer, open File Explorer and look in folder contents (left hand side) under My Computer / This PC

> 👳 jdoikef (\\shore.ctc.edu\ho 🖊

** username -- listed to the left; enter this into section above; example above

> TSS (\\shore.ctc.edu\Dept)
> XShare (\\shore.ctc.edu\De

stst department $\,$ -- listed to the left; enter this into section above; example above

Apple: From your campus computer, open Connect to Server window and note your "Favorite Servers:".