

VPN Client Connection

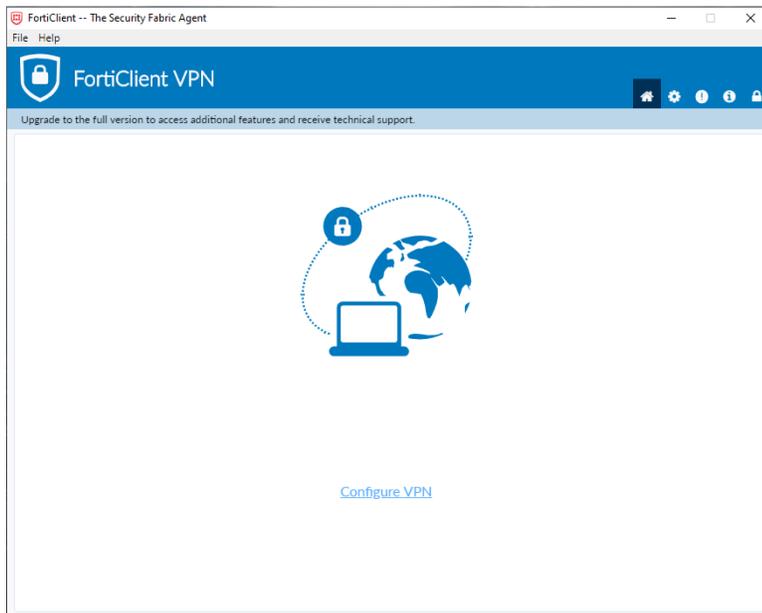
LifeScape has implemented a new Firewall Appliance to better secure our data and network. Part of this implementation will require a change to the process for connecting to Remote Desktop from any computer outside of any the LifeScape Locations. There will be two methods that you may use to connect. **These instructions must be completed while logged out of Remote Desktop.**

Method #1 – Client Installation – Preferred method

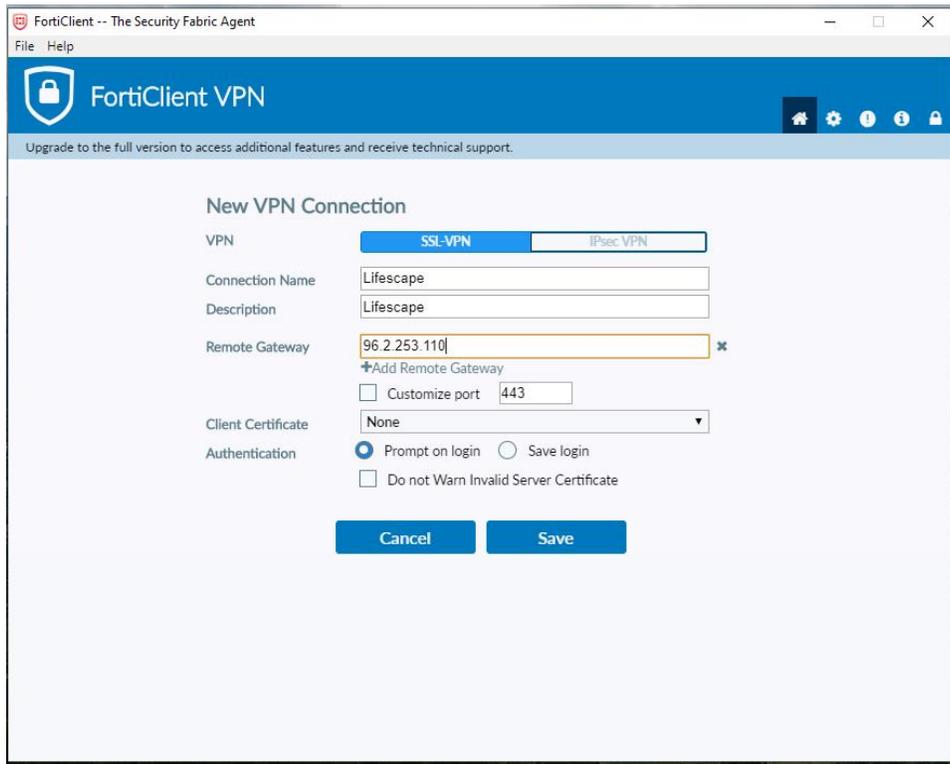
The Client Installation process only needs to be performed one time per computer.

Please note that if you are installing on a LifeScape-owned laptop, you will need to contact IT to install for you.

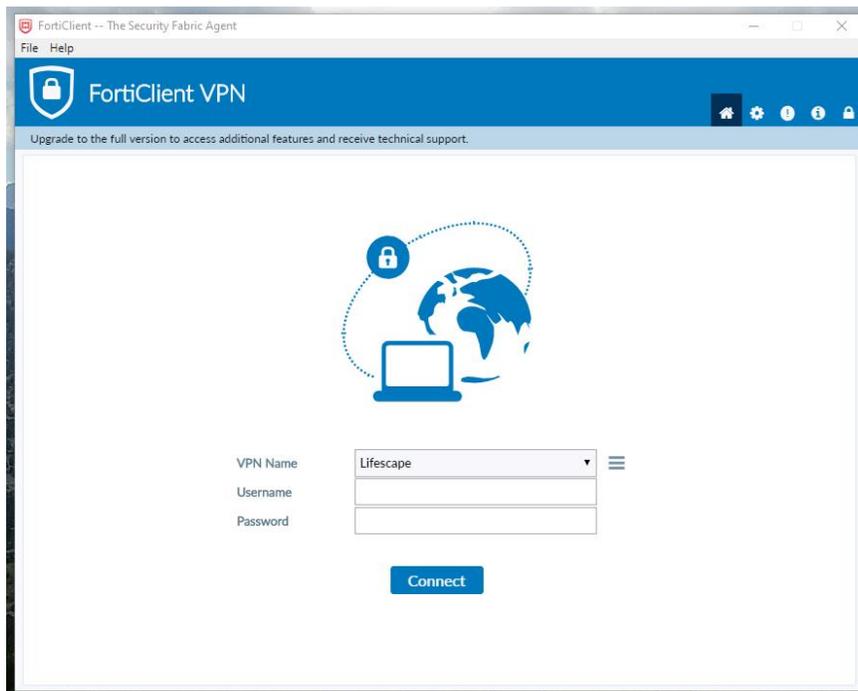
1. Using your browser, enter <http://www.lifescapesd.org/VPN> into the address field.
2. Click on the **Download Fortinet VPN Client** link and install the program. Choose the VPN Only option.
3. Once installed, click **Close** to close the Internet Explorer window.
4. Launch the VPN Client by clicking on the  icon found on your Start Menu or by clicking on Start → All Programs → FortiClient → FortiClient SSLVPN
5. The VPN Client will launch. Click on the **Configure VPN** link



6. On the Window that appears, click on **New Connection** and enter the information as shown below. Please note that you would enter your username in this field. In the server address, enter 96.2.253.110.



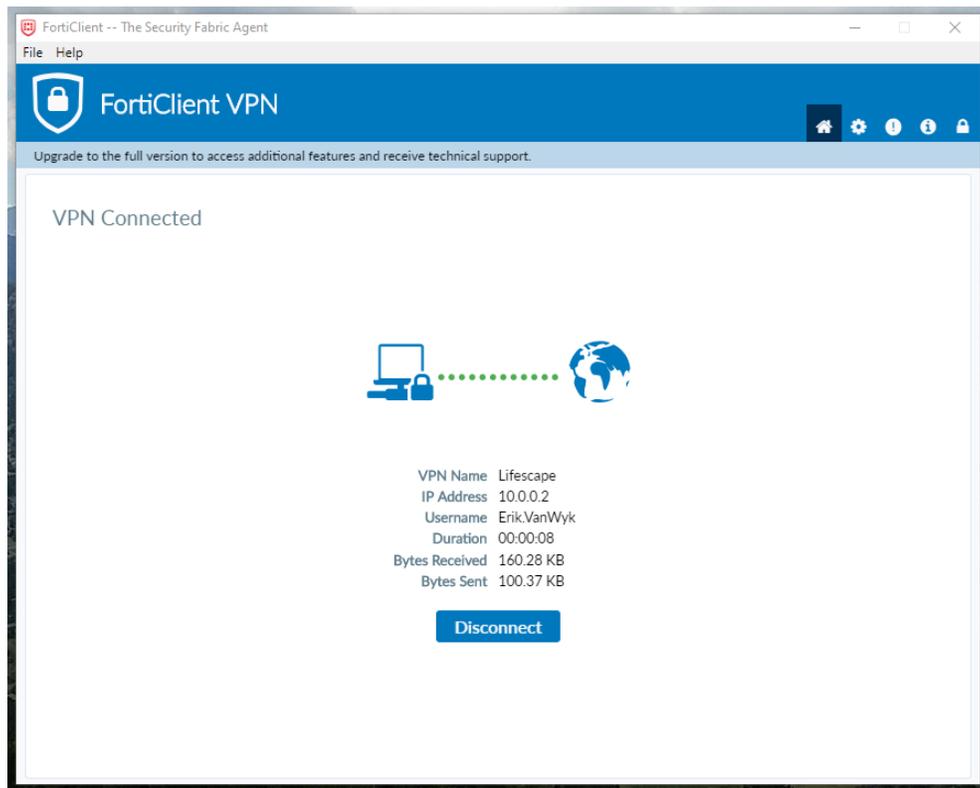
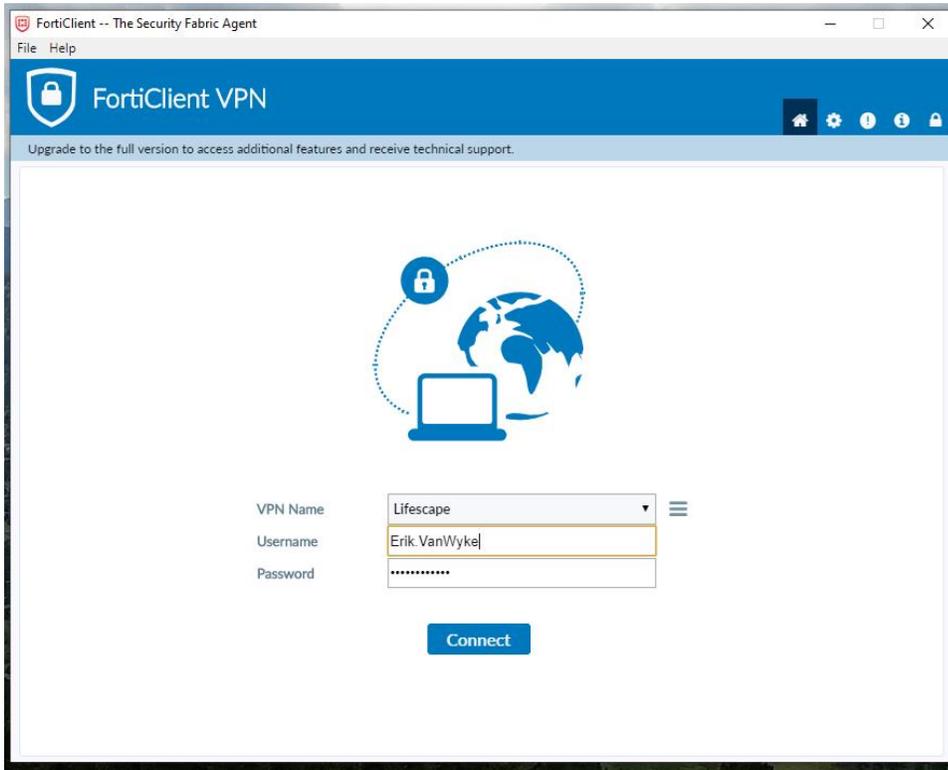
7. Click **SAVE** and close the Settings window. You should now see a screen similar to below



Connecting the VPN Client (done each time you connect to Remote Desktop)

1. Launch the VPN Client by clicking on the  icon found on your Start Men.

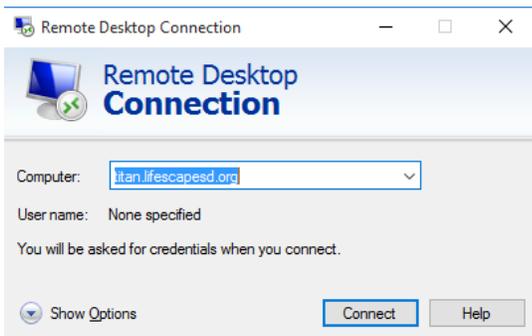
2. Enter your computer/email login password and then click the **Connect** button to connect the VPN Client. If you are connected successfully you should see a screen similar to below



3. **REMOTE DESKTOP WILL NOT LOAD AUTOMATICALLY.** To log into remote desktop, double-click on the remote desktop icon.

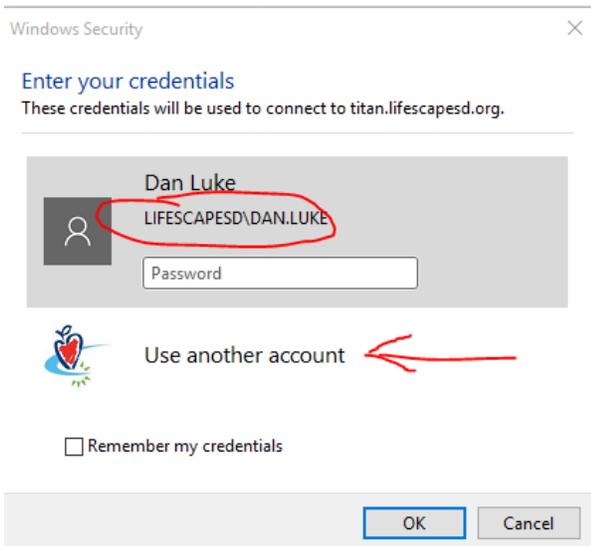


4. When the Remote Desktop window appears, you must change the actual remote desktop addresses as shown below:
titan.lifescapesd.org



If you receive a prompt/message about the identity of the remote computer, click Yes to allow the connection.

5. If you have dual monitors, you can click on Show Options→Display and check the box that says **Use all my monitors for the remote desktop session.**
6. Click the Connect button.
7. The first time you login, please ensure that the username is correct. If it is not, click Use Another Account and enter your username as Lifescape\firstname.lastname



Method #2 – Web Client

1. Using Internet Explorer or Firefox (Google Chrome not supported), enter <https://achievesdvpnsecure.org/remote/login> in the address field. **Please note that you MUST include the S after the http:**
Also, you will not be able to login to this website at the Main Agency.

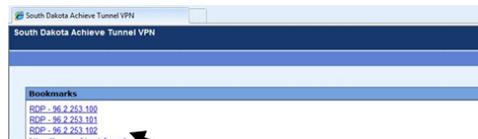
2. Enter your VPN Username and password listed below and then click the **Login** button. The password is case sensitive. Please note this PASSWORD is DIFFERENT from your Remote Desktop or Staff Resource Corner.

Username: firstname.lastname

Password: separate password provided to by the Information and Technology Department



3. You should be presented with a screen similar to below.



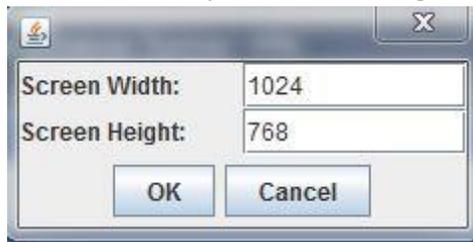
4. Click on the RDP – 96.2.253.### link that you normally utilize at an Achieve location.

5. When prompted, click on Yes. You may also check the **Always trust content from this publisher.**



6. Click the OK button and then login to remote desktop as usual.

Please note that if you would like a larger window, you can increase the values in the width and height



7. When you are finished with your remote desktop session, close the Internet Explorer window.