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 <u>http://www.lifescapesd.org/VPN</u> 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 FortiClient 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.

FortiClient The Security Fabric Agent		- 🗆 X
File Help		
FortiClient VPN	s and receive technical support.	# 0 0 0 A
New VPN Con	nection	
VPN	SSL-VPN IPsec VPN	
Connection Name	Lifescape	
Description	Lifescape	
Remote Gateway	96.2.253.110	x
	Add Remote Gateway Customize port 443	
Client Certificate	None	T
Authentication	Prompt on login O Save login	
	Do not Warn Invalid Server Certificate	
	Cancel Save	

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

FortiClient The Security Fabric Agent File Help		×
FortiClient VPN		# \$ 0 6 4
Upgrade to the full version to access additional features an	d receive technical support.	
VPN Name	Lifescape 🔻	
Password		
	Connect	

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

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1. Launch the VPN Client by clicking on the Forticitent 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 a screen similar to below

			*	• •	•
access additional features ar	id receive technical support.				
VPN Name Username Password	Lifescape Erik. VanWykej	• =			
103311010					
	access additional features an VPN Name Username Password	Access additional features and receive technical support.			

			×
2 Help			
FortiClient VPN			
\checkmark	* *	•	
Jpgrade to the full version to access additional features and receive technical support.			
VPN Connected			
VPN Name Lifescape			
Username Erik.VanWyk			
Duration 00:00:08			
Bytes Received 160.28 KB Bytes Sept 100.37 KB			
5765 5611 100.07 KB			
Disconnect			

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

퉣 Remote	Desktop Connection	_		×
	Remote Desktop Connection			
Computer:	litan.lifescapesd.org	~		
User name:	None specified			
You will be asked for credentials when you connect.				
Show O	ptions	Connect	He	lp .

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

username as Enescape (institame.iastitame	
Windows Security	\times
Enter your credentials These credentials will be used to connect to titan.lifescapesd.org.	
Dan Luke LIFESCAPESD\DAN.LUKE Password	
Use another account	
Remember my credentials	
OK Cance	el

Method #2 - Web Client

- Using Internet Explorer or Firefox (Google Chrome not supported), enter <u>https://achievesdvpnsecure.org/remote/login</u> in the address field. Please note that you MUST include the <u>S</u> 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.