

Setting up a VPN connection from Home to College

A Virtual Private Network (VPN) connection is a secure method of connecting computers together over the internet. Information is scrambled up and can only be deciphered by the computers which are securely connected so no personal or private details can be gained by others.

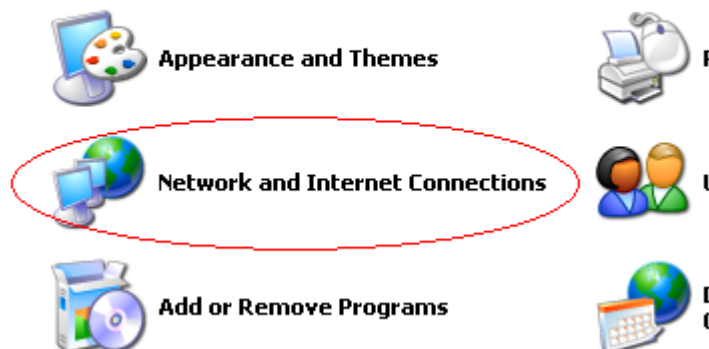
This document describes how to set up a VPN connection on your computer at home which will allow you to connect safely and securely to the computers at College.

These instructions are for people running Windows XP. The procedure is similar for Windows 7 and Vista - the process is described at the end of this document.

Setting up your connection

- 1) Click **Start** and then **Control Panel** (if you have “Classic Menu” selected then you will need to click Start, Settings and then Control Panel)
- 2) In Control Panel select “Network and Internet Connections”

Pick a category



If you can't see these “categories” then see the Troubleshooting section at the end of this document.

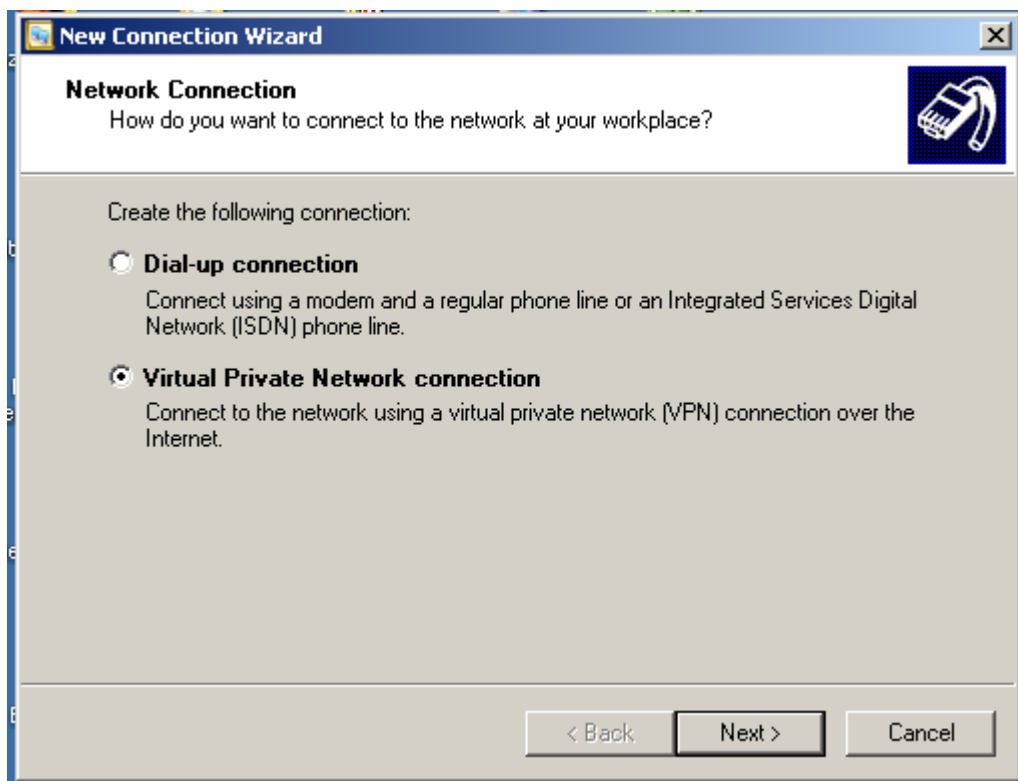
- 3) Click “Create a connection to the network at your workplace”



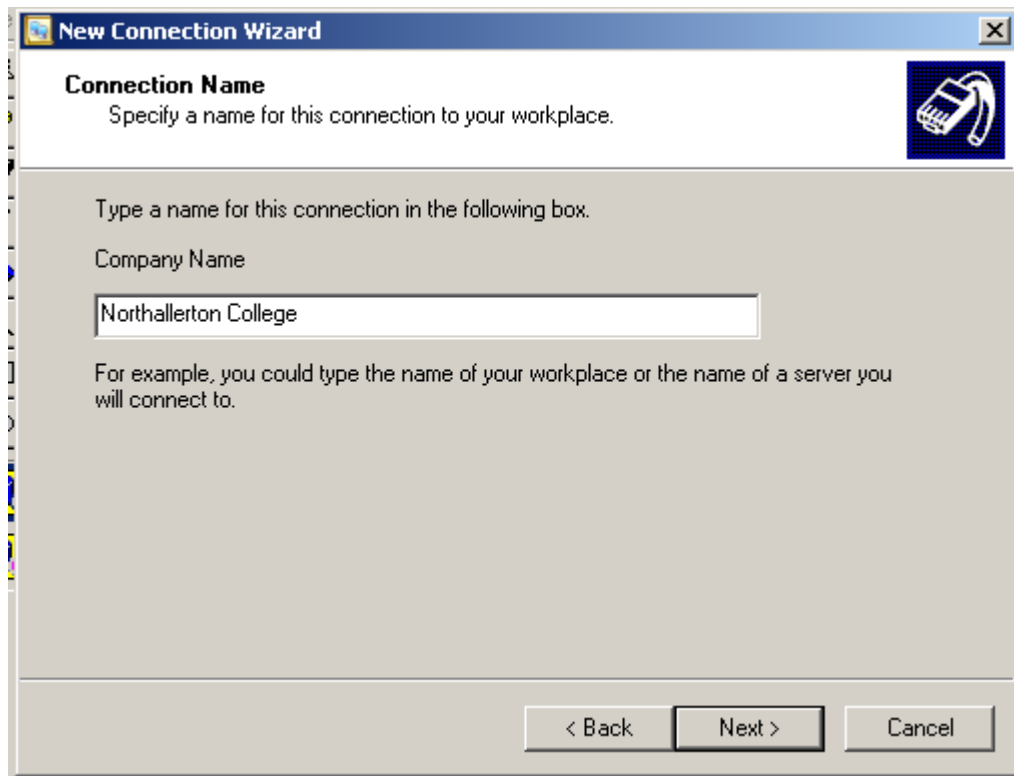
Pick a task...

- Set up or change your Internet connection
- Create a connection to the network at your workplace
- Set up a wireless network for a home or small office
- Change Windows Firewall settings

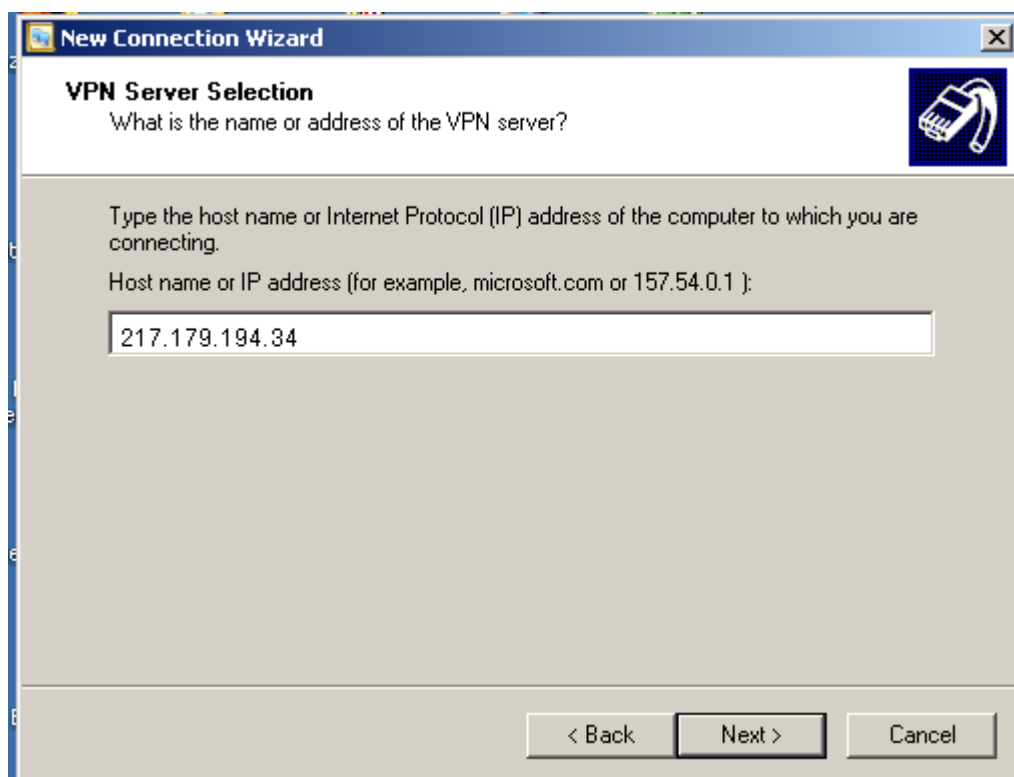
4) Click the Virtual Private Network Connection and then Next



5) In Company Name type Northallerton College and then Next

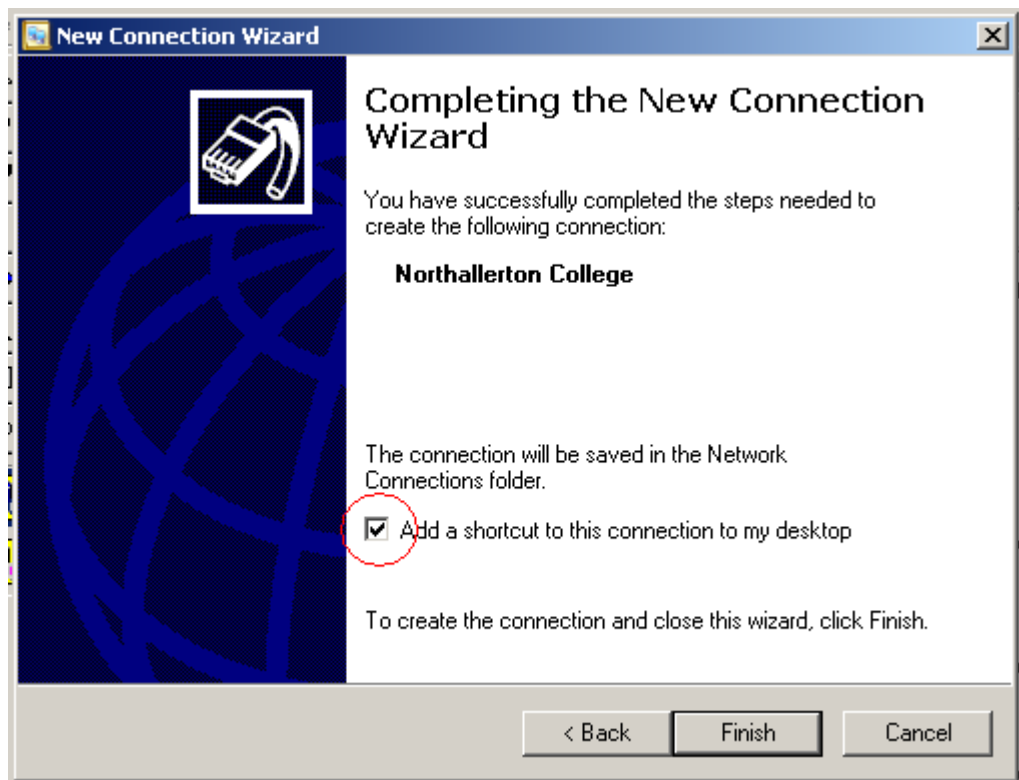


- 6) In the Host name or IP address type 217.179.194.34 and then Next



- 7) Make sure that "My use only" is selected and then click Next

8) Tick the box to place an icon on the desktop and click Finish



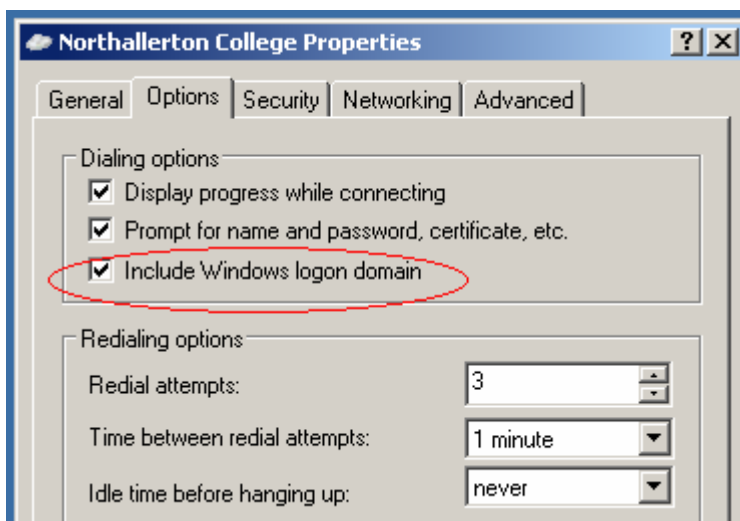
9) This will put an icon on your desktop like this :-



Double click this icon and select Properties



Select Options and tick the Include Windows logon domain box




Click OK. That's it done.

Connecting to the College Network using your VPN Connection

Connecting to the college computers is now a simple case of putting in your college username and password and clicking Connect. This creates a secure connection to the servers here at college. For safety and security it is **not** recommended that you save the username and password.

Connect Northallerton College



User name: jbloggs

Password: ●●●●●●●●●●

Domain: COLLEGE

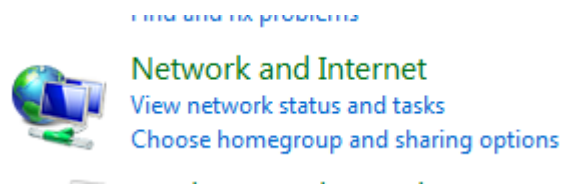
Save this user name and password for the following users:

- Me only
- Anyone who uses this computer

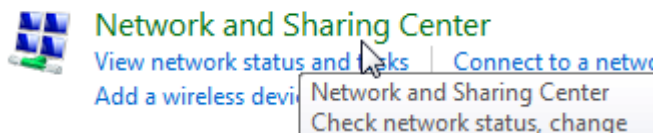
Connect Cancel Properties Help

Instructions for Windows 7 / Vista

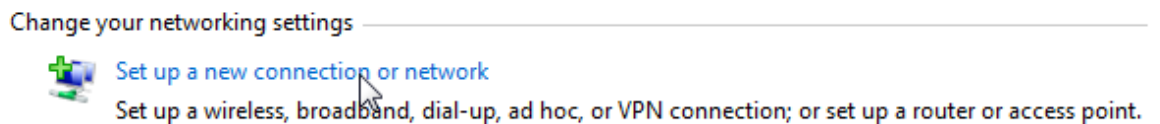
- 1) Click the Start button and choose Control Panel. Select Network and Internet.



- 2) Choose Network and Sharing Center

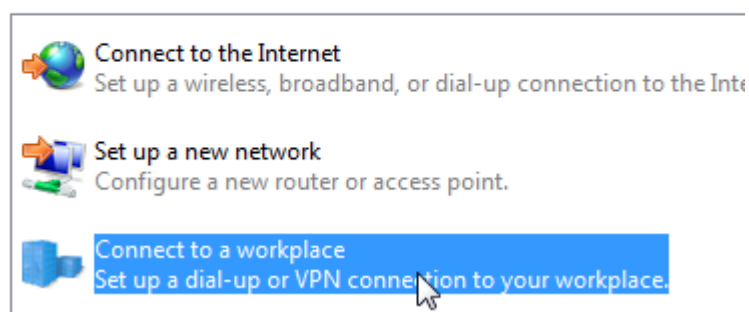


- 3) Choose Set up a new connection or network



- 4) Choose Connect to a workplace and then Next

Choose a connection option




- 5) You will then be asked if you want to use an existing connection. Choose, No, create a new connection.


Do you want to use a connection that you already have?

- No, create a new connection
 Yes, I'll choose an existing connection

- 6) Choose Use my Internet connection (VPN)

How do you want to connect?

 Use my Internet connection (VPN)
Connect using a virtual private network (VPN) connection through the Internet.



- 7) You will then be asked to fill in the address and the destination. You will need to fill in the following details :-

Internet address : 217.179.194.34

Destination name : New NC VPN Connection (or something of your choice)

Type the Internet address to connect to

Your network administrator can give you this address.

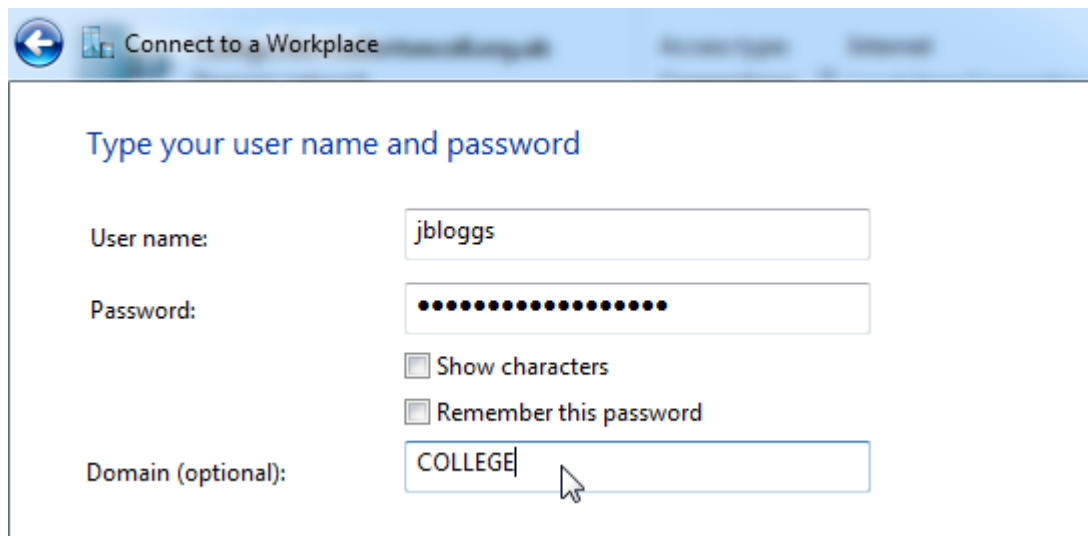
Internet address:

Destination name:

- Use a smart card
- Allow other people to use this connection
This option allows anyone with access to this computer to use this connection.
- Don't connect now; just set it up so I can connect later

Make sure that the three boxes at the bottom are not selected. Click Next

- 8) Put in your College Username, Password and COLLEGE as the domain. You can select Remember this password – this is not recommended if you share your computer with other people.

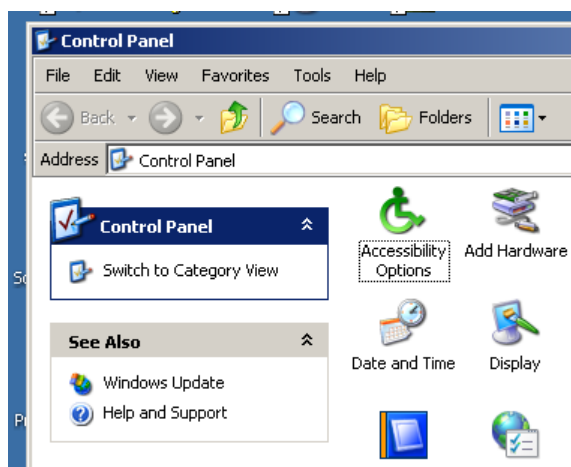


You can test this by then clicking Connect. Your new VPN connection is now set up.

This sets up the VPN connection to the College. You can then use the Network and Sharing Center to Connect to a network and choose this new VPN connection.

Troubleshooting

- Q) I can't see the Categories in Control Panel
A) You need to switch Control Panel into "Category View". Click the "Switch to Category View" link which is at the top left of the Control Panel.



- Q) I've lost the desktop icon.

A) Click Start, Settings, Network Connections. Right click on the one called Northallerton College and choose Create Shortcut. Click Yes.

Q) I've lost the desktop icon but I can't find Network Connections.

A) That means that you are using the XP Start Menu. Click Start, Connect To and then right click on Northallerton College. Choose Create Shortcut. Click Yes

Q) I've forgotten my password

A) You'll need to contact IT Support I'm afraid.