



University Computing & Telecommunications
Virtual Private Networking: How To/Self-Help Guide – Windows 10 Operating System.

E-Mail: SupportCenter@uhcl.edu • Phone: 281-283-2828 • Fax: 281-283-2969 • Box: 230 •
<http://www.uhcl.edu/uct>

A VPN (Virtual Private Network) provides a secure, encrypted tunnel from your computer to UHCL's network when off campus. UHCL offers VPN software to allow authenticated, secure access to many UHCL resources from home. In order to utilize this service you must have:

1. A broadband connection.
2. Microsoft Windows 10 (for these instructions; other operating systems have other instructions).

Support for VPN is limited. Read the entire document before proceeding and refer to the troubleshooting section before contacting the Support Center at 281-283-2828.

Minimum Requirements

We cannot guarantee functionality or provide support for systems that do not meet the following minimum requirements.

- Operating System: Windows 10
- Pre-existing broadband Internet connection, such as DSL or Cable. Dial up access is *not* supported.

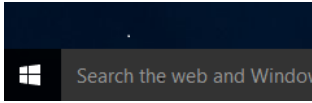
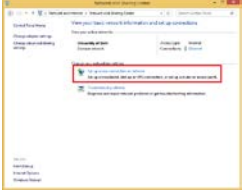
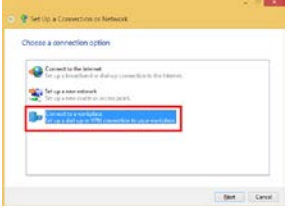
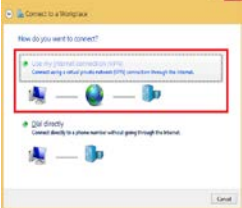
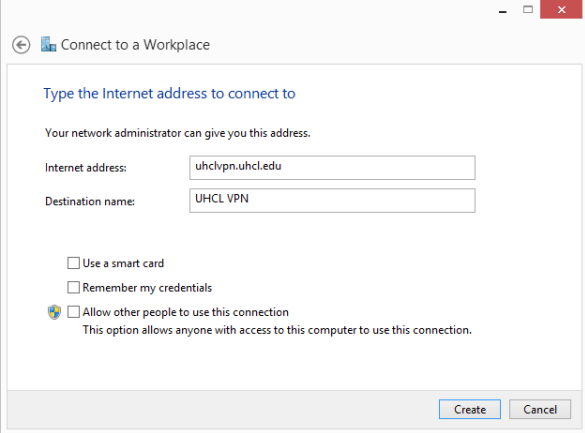
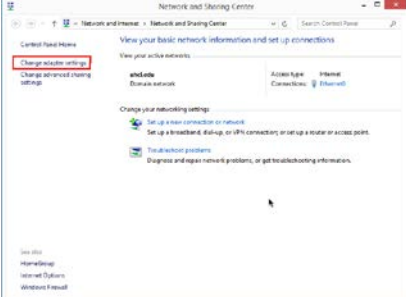
WARNING: These instructions are not intended for use on your office's desktop computer. Computers on the UHCL campus are already connected to the UHCL network and do not require VPN.



University Computing & Telecommunications
Virtual Private Networking: How To/Self-Help Guide – Windows 10 Operating System.

E-Mail: SupportCenter@uhcl.edu ▪ Phone: 281-283-2828 ▪ Fax: 281-283-2969 ▪ Box: 230 ▪
<http://www.uhcl.edu/uct>

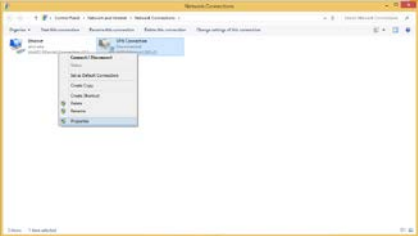
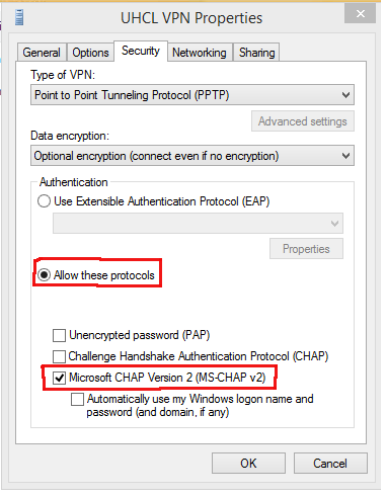
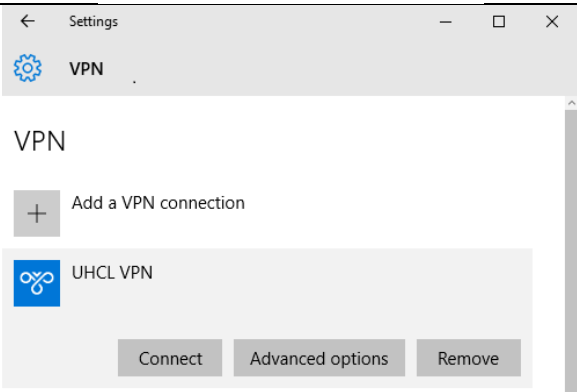
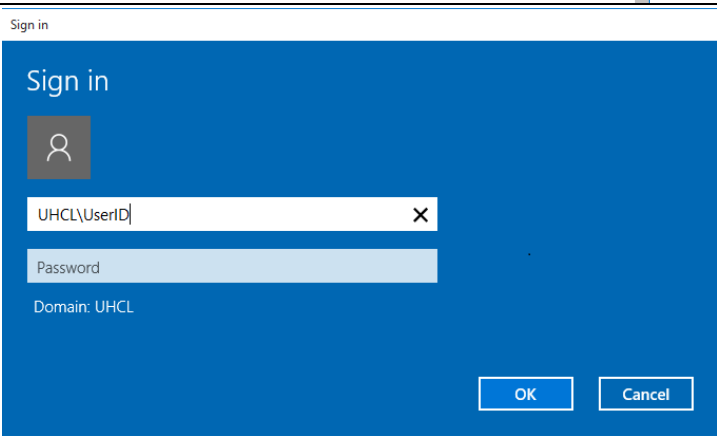
Configuring a VPN Connection on your home computer

| | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| <ol style="list-style-type: none"> 1. Search for “Network and Sharing Center” 2. Click “Set up a new connection or network” |  |  |
| <ol style="list-style-type: none"> 3. Connect to a workplace 4. Create a new connection 5. Use my Internet Connection (VPN) |  |  |
| <ol style="list-style-type: none"> 6. Enter vpn.uhcl.edu for the internet address. <ul style="list-style-type: none"> • <i>Uncheck</i> “Use a smart card.” • <i>Uncheck</i> “Remember my credentials” • <i>Uncheck</i> “Allow other people to use this connection.” 7. Enter a Destination name for the connection. The exact name is up to you. |  | |
| <ol style="list-style-type: none"> 8. Click “Create” 9. Go Back to “Network and Sharing Center and click “Change Adaptor Settings” |  | |



University Computing & Telecommunications
Virtual Private Networking: How To/Self-Help Guide – Windows 10 Operating System.


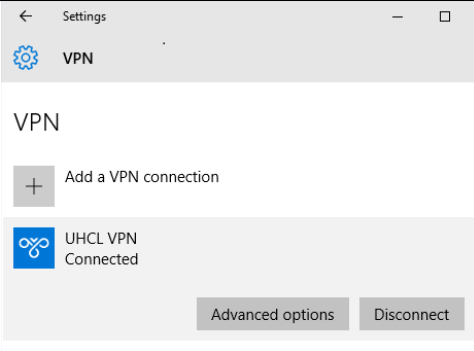
E-Mail: SupportCenter@uhcl.edu • Phone: 281-283-2828 • Fax: 281-283-2969 • Box: 230 •
<http://www.uhcl.edu/uct>

| | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| <p>10. You should now be able to see the VPN connection that you've set up. (i.e. UHCL VPN). Right click on your VPN icon and select "Properties"</p> |  |
| <p>11. The properties window will be displayed. Click on the Security tab and change the Type of VPN from Automatic to "Point to Point Tunneling Protocol (PPTP)". Also, please ensure there is a dot mark on "Allow these protocols" and check on "Microsoft Chap Version 2". Once everything are as per the image below, select "OK" to save the settings</p> |  |
| <p>12. Under "Networks", there will be a new listing for the VPN connection that was just created. Click on the connection and then on "Connect".</p> |  |
| <p>13. You will be prompted for your UHCL credentials. UCT recommends that you do not 'save' this password. Your password is required to change every 120 days; storing it here will require you to edit your connection settings every time you change your password or risk having your account locked.</p> |  |



University Computing & Telecommunications Virtual Private Networking: How To/Self-Help Guide – Windows 10 Operating System.

E-Mail: SupportCenter@uhcl.edu • Phone: 281-283-2828 • Fax: 281-283-2969 • Box: 230 •
<http://www.uhcl.edu/uct>

| | |
|------------------------------------------------------------------------------|------------------------------------------------------------------------------------|
| 14. You may be presented with server “trust” message. Click on “Connect” |  |
| 15. After a period of configuring, the status will be listed as “Connected”. |  |

Troubleshooting

Support for VPN is limited for personal computer equipment and networks.

Disconnect from VPN and verify that normal Internet access is working. If normal Internet access is not working, you cannot connect to the UHCL network via VPN. UCT cannot troubleshoot or support your home's (or other location's) Internet connection. Please contact your service provider.

If you have recently had to change your password on campus, but are using a saved password in your VPN settings your saved password might be incorrect. Remove your saved password from your VPN settings.

Connecting to your Office computer

Once you have VPN properly set up and connected, you might be wondering how to connect to your files and applications on your office computer.

Using Remote Desktop

1. Open the Remote Desktop Connection application. If you have a shortcut on your desktop, double click on Remote Desktop Connection Icon. You can also type Remote Desktop Connection into the search field.
2. Click the options icon in the lower left corner of the Remote Desktop Connection screen.
3. Input the fully qualified domain name for your office computer (include “.uhcl.edu” after the computer name). Note that your computer's name can be



University Computing & Telecommunications
Virtual Private Networking: How To/Self-Help Guide – Windows 10 Operating System.

E-Mail: SupportCenter@uhcl.edu ▪ Phone: 281-283-2828 ▪ Fax: 281-283-2969 ▪ Box: 230 ▪
<http://www.uhcl.edu/uct>

found by right clicking on “Computer” and selecting “Properties”.

Example: B2300-D12345.uhcl.edu

4. Input your Username and password, just as if you were logging in on campus.
Example: UHCL\YourUserName

5. Click Connect.

You will be connected to your system in your office. This is the recommended means of remotely accessing your computer. Using this method ensures full access to all your files, applications, and ensures that any items you update or change will get properly backed up.