**Purpose:** VPN Access for Windows Users

**Scope:** Applies to University of North Texas faculty, staff and students

**Procedure:**

1. Open a web browser and go to URL “vpn.unt.edu.”
2. Enter your EUID and password.
3. Agree to the UNT Computer Usage policy by clicking “continue.”

4. On the left-hand side locate and click on “AnyConnect.”
5. Click on “Start AnyConnect”
6. Click Install or run, when prompted, to allow installation of the VPN client. (Internet Explorer Users NOTE: Ensure pop-up blocker is disabled or allow popups from this site.)

7. The VPN client, when active, is located in the task bar

8. Right-click on the icon in the task bar to view VPN Client options. “Disconnect” terminates VPN connection and continues to run the client. “Quit” disconnects and shuts down the AnyConnect VPN Client.

9. There are two methods to reconnect to the VPN. Follow steps above or:

   a. Locate the “Cisco” folder in the “START” menu. Browse to “Cisco AnyConnect VPN Client” then click on “Cisco AnyConnect VPN Client.” (For easier access create a shortcut in the Quick Launch Menu or Desktop)

   b. Connect to “vpn.unt.edu” then choose “select.”
c. Enter your EUID and password.
d. Accept the UNT Computer Usage Policy.

e. VPN connection is established and indicated by the icon located in the task bar.

f. Follow step 8 to disconnect VPN.