



Pro Logic Computers (UK) Ltd

Introduction

This document is to explain how to setup a VPN (virtual private network) connection to your remote site. This is commonly used by people who work from home or on the move. When connected to the VPN your computer will be part of the network at the remote site, therefore you should be able to access most network resources.

Prerequisites

Before we begin you will need;

- IP or Hostname of the Remote Site (example 123.123.123.13)
- Your VPN Username (example Username)
- Your VPN Password (example 86BHF7F6)

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Technical Level : Low-Mid

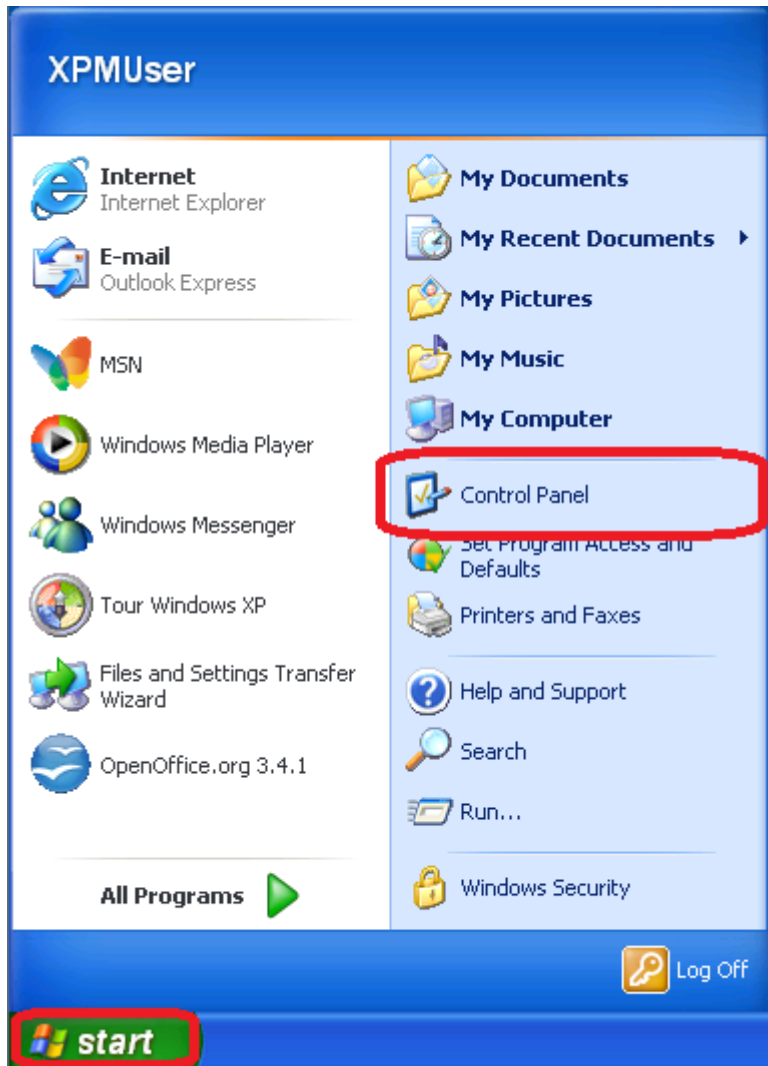
Version History

1.0 – First Published Version. (PF)

1.1 – Added Version History

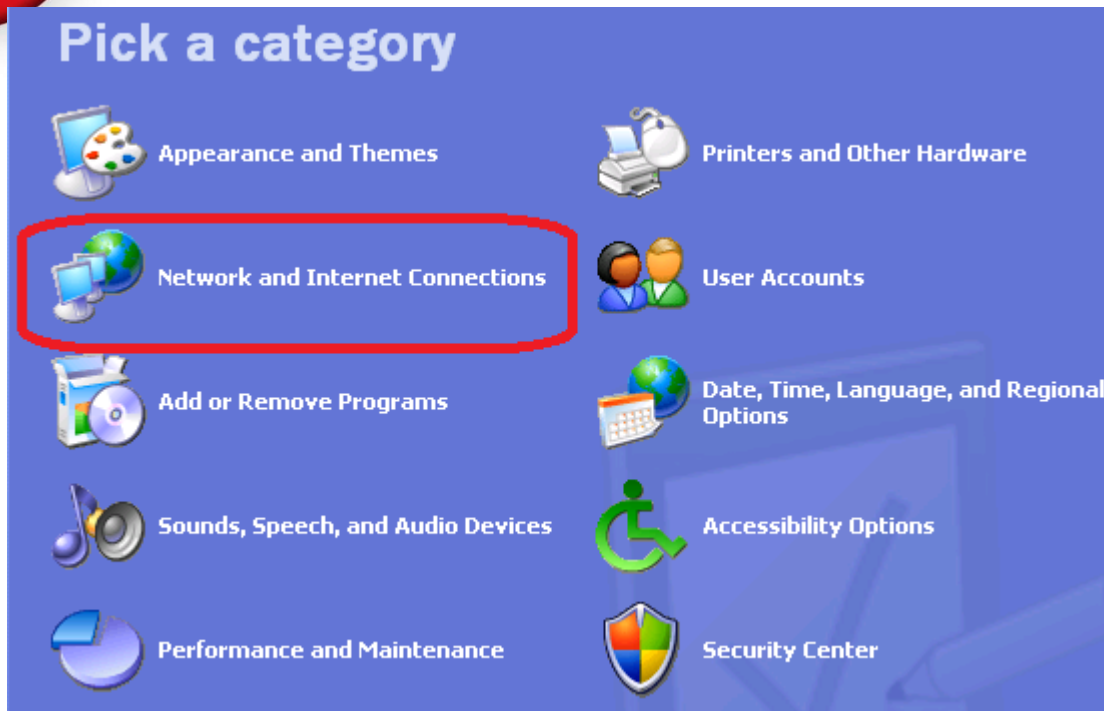
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**SETUP A VPN CONNECTION WINDOWS XP**

Click on the **Start** normally in the bottom left corner.

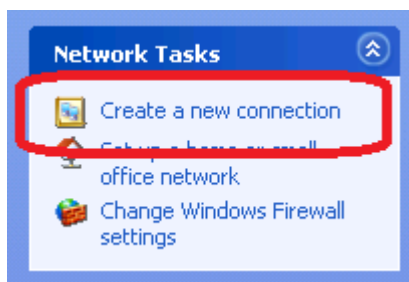
Then Click on **Control Panel**.



If your Control Panel is in Category View click **Network and Internet Connection**, if not proceed to the next step.



Click on **Network Connections**, (it may look slightly different to above).



Under Network Tasks click **Create a new connection** then click **Next**.



New Connection Wizard

Network Connection Type
What do you want to do?

Connect to the Internet
Connect to the Internet so you can browse the Web and read email.

Connect to the network at my workplace
Connect to a business network (using dial-up or VPN) so you can work from home, a field office, or another location.

Set up a home or small office network
Connect to an existing home or small office network or set up a new one.

Set up an advanced connection
Connect directly to another computer using your serial, parallel, or infrared port, or set up this computer so that other computers can connect to it.

< Back **Next >** Cancel

Select **Connect to the network at my workplace** then click **Next**.

New Connection Wizard

Network Connection
How do you want to connect to the network at your workplace?

Create the following connection:

Dial-up connection
Connect using a modem and a regular phone line or an Integrated Services Digital Network (ISDN) phone line.

Virtual Private Network connection
Connect to the network using a virtual private network (VPN) connection over the Internet.

< Back **Next >** Cancel

Select **Virtual Private Network connection** then click **Next**.



New Connection Wizard

Connection Name
Specify a name for this connection to your workplace.

Type a name for this connection in the following box.

Company Name

OfficeVPN

For example, you could type the name of your workplace or the name of a server you will connect to.

< Back **Next >** Cancel

Type in a Name for the Connection, in this example we have used **OfficeVPN**, then click **Next**.

New Connection Wizard

VPN Server Selection
What is the name or address of the VPN server?

Type the host name or Internet Protocol (IP) address of the computer to which you are connecting.

Host name or IP address (for example, microsoft.com or 157.54.0.1):

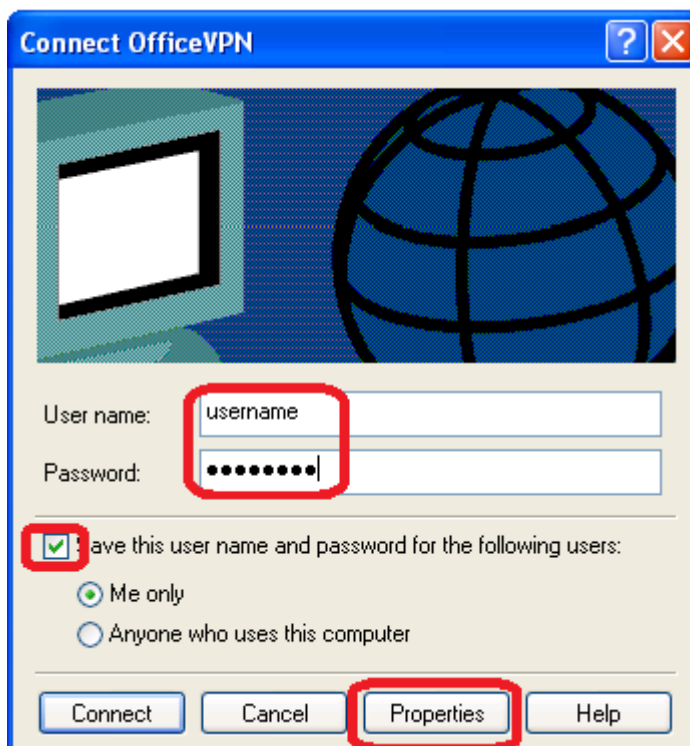
123.123.123.13

< Back **Next >** Cancel

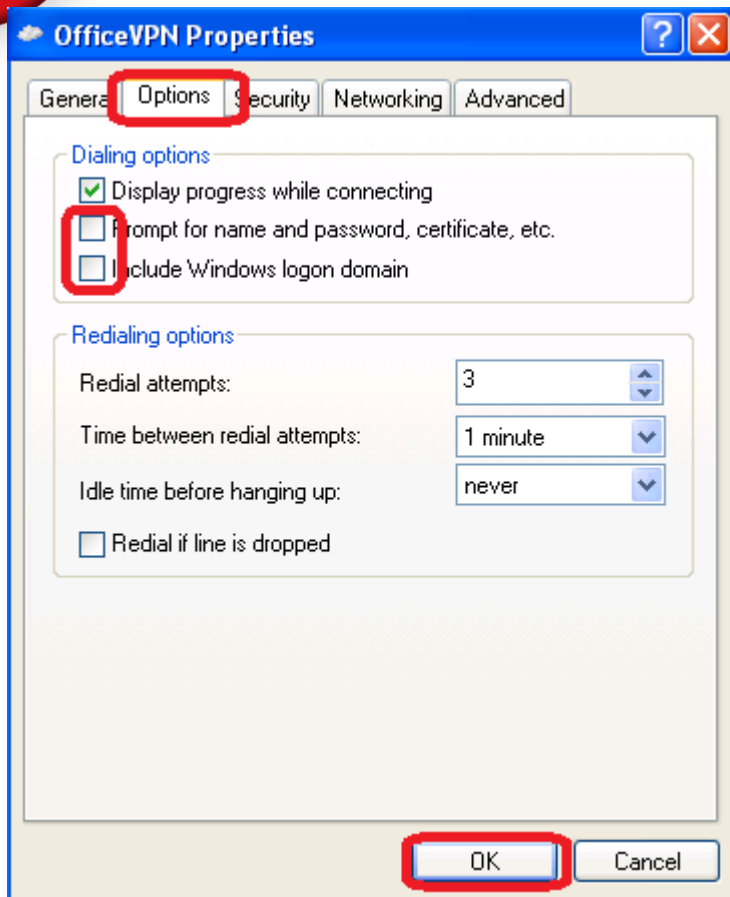
Type in the IP Address or Host Name provided to you, in this example we have used **123.123.123.13**, then click **Next**.



Select **Add a shortcut to this connection to my desktop** then click **Next**.



Type in your VPN **Username** and **Password** provided to you. Tick **Save this user name and password for the following users** then click **Properties**.



Click **Options**, **untick** both **Prompt for name and password, certificate, etc** and **Include Windows logon domain**. Then click **OK**.

You will now be connected to the VPN. To disconnect double click the OfficeVPN icon on your desktop and click Disconnect.

To connect to the VPN in future; ensure you have an internet connection and double click the OfficeVPN icon on the desktop.

We would highly recommend you have a password for your Windows logon, to prevent unauthorised access to the VPN from your PC.