VPN User Guide: HW Managed Laptop (Edinburgh)

The VPN is set up on all HWU managed laptops.

You can access the VPN from the HW VPN shortcut on the desktop.

Log in

1. **Double click** the HW VPN shortcut on your desktop
   - If prompted, click **Connect**
2. Enter your **Username** and **Password**
3. Click **OK**

   ![VPN connection dialog box](image1)

   - The VPN connection dialog box will appear as the connection to the Server is established.

   ![Connecting](image2)

   - Once connected, the HW VPN icon will display briefly in the Notification Area at the bottom right of your screen.
Navigate your folders

You can navigate your drives and folders from Windows Explorer.

- If any drives are marked with a red X, **double click** on the drive to connect and open.

Log out

When you have finished using the VPN you should disconnect.

1. **Right click** on the VPN icon in the Notification Area
2. **Click Disconnect**