**Using VPN Off-Site**

- VPN or virtual private network allows you to access various campus applications protected by an EWU firewall from an off-site location such as your home.
- VPN is easy to use and available to faculty and staff at any time.
- VPN uses your EWU domain user ID and password.
- VPN can be used anytime from any computer off campus and does not interfere with web browsing or printing to your own printer.
- VPN can be used to access EWU applications such as Banner INB, your Outlook client (email), active directories, and shared drives.

1. Launch desired web browser. Supported browsers are:
   - Internet Explorer (for PCs), Mozilla Firefox (PC & Mac)
   - Safari (Mac only)
2. Access the VPN web site at: [https://vpn.ewu.edu/](https://vpn.ewu.edu/)
3. The log in page displays.
   - Select the applicable group from the **Group** drop-down list.
   - Enter your user name (for example; mbrown) and EWU password.
   - Click the **Login** button.
4. The **Welcome to eastern VPN** dialog box displays. Click **Continue**.
5. If you do not know your password, contact the Service Desk at: 359-2247.
7. If you are using Firefox web browser the first time you access VPN security certificates must be accepted. Follow the guided prompts.
   - Upon completion the following message displays:
8. To log off VPN, right click the VPN icon in the task bar. Select **Quit**.
5. If you are using Internet Explorer web browser the first time you access VPN an Active X download is required. Follow the guided instructions.

Upon completion the following message displays:

6. When the VPN connection is established, enter the desired URL (web address).

9. If you experience difficulty in accessing VPN, downloading Active X or Security certificates, contact the Help Desk at: 359-2247.

10. If you need to identify your IP address, use the following web site: http://www.whatismyip.com