USIU-AFRICA OFF CAMPUS VPN CONNECTION MANUAL

The client has to be manually started, this is to ensure that you have the greatest flexibility to decide where and when you want to use it.

1. How to start the VPN client

Click on the Microsoft windows logo Start icon bottom left of your screen then All Programs then Cisco Any Connect VPN Client for Windows XP and Windows 7. As for Windows 8 users search for the Cisco Any Connect. Alternatively for all Windows Users at the bottom right corner of the windows search for the Any Connect icon and click on it to open

2. Connect. Remember to enter the server name as shown below (vpn.usiu.ac.ke)
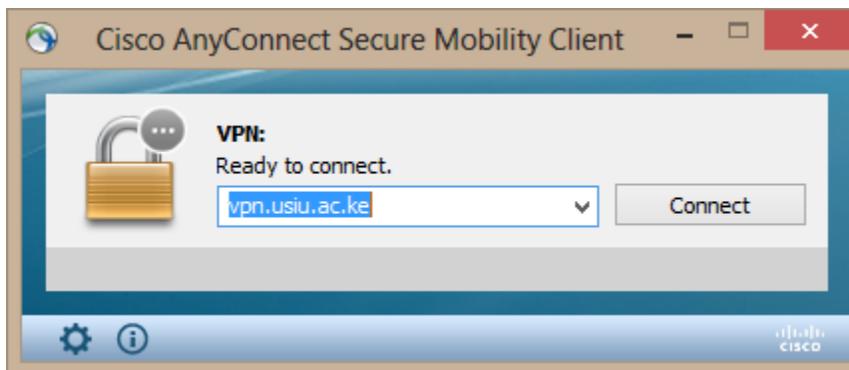
Click Connect.

4. How to Enter your login Credentials

Select the Group STUDENT if you are a student.
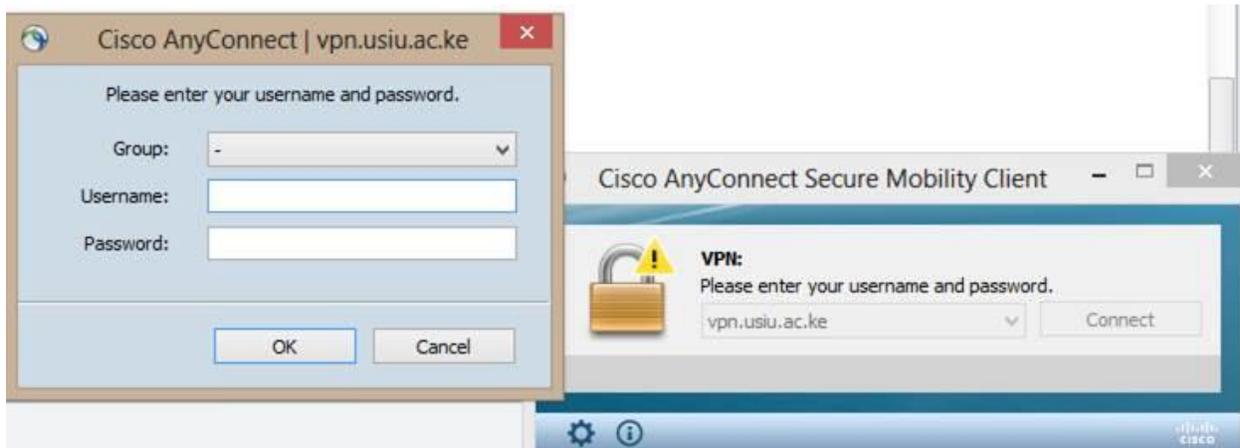
Enter your username and password.

*Please note since we moved to one username one password the username is similar to the one that is used to access resources like **CX** and **Blackboard**. Username should be yourusername@usiu.ac.ke .*

It will take between 10 and 20 seconds to establish a connection to the USIU.AC.KE Network depending on the speed of your Internet link.
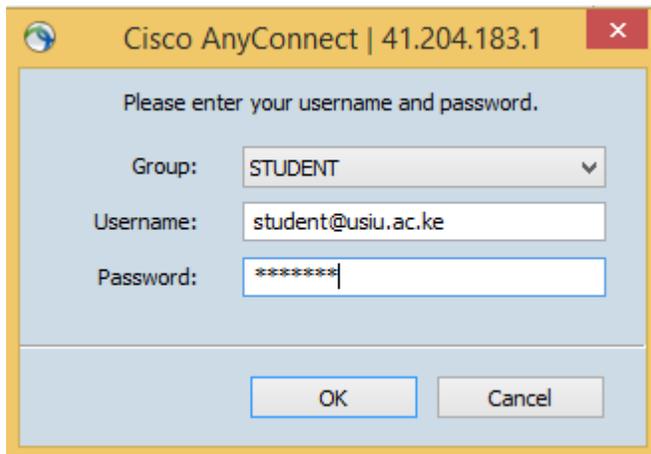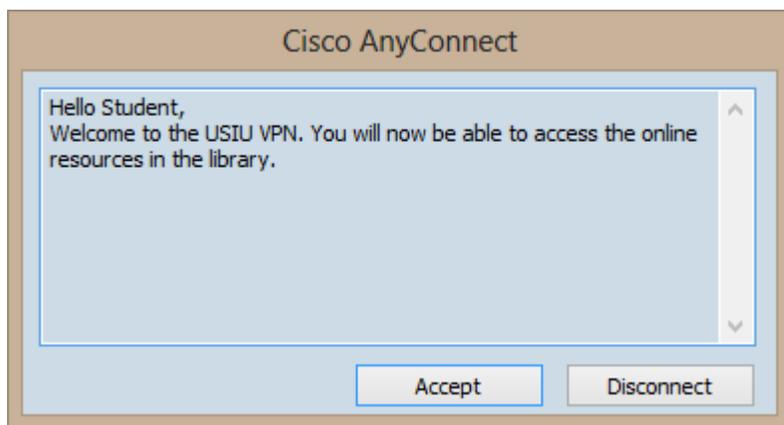
6. VPN is connected

Once the connection has been made, the dialogue box will minimize to the Task bar. This is the area at the bottom right of your desktop where the clock is located. Hovering over this icon with your mouse pointer will display confirmation that the VPN (Virtual Private Network) link has been connected. This ensures that you can access USIU Library resources such as journals and databases outside campus anywhere you are.

7. Disconnect from the VPN Client

To disconnect, right click the VPN icon in the System Tray and select VPN Disconnect or Quit from the pop-up menu to exit from VPN. Connecting again is as simple as starting the application as before.

NB: When connected to the VPN you are bound by the University's IT User Policies, please disconnect from the VPN when you do not need it.

Proxy Settings for browser

So as to ensure efficient and proper access through the VPN, you will need proper and correct settings for the browser proxy settings. For those using the Internet explorer and google chrome browsers, the proxy will be set automatically.

The following steps are for the proxy settings for the Mozilla browser

1. **Click on the menu icon on the extreme top right of the browser**

    Click here

2. **From the drop down menu click on options to open**

    Click here
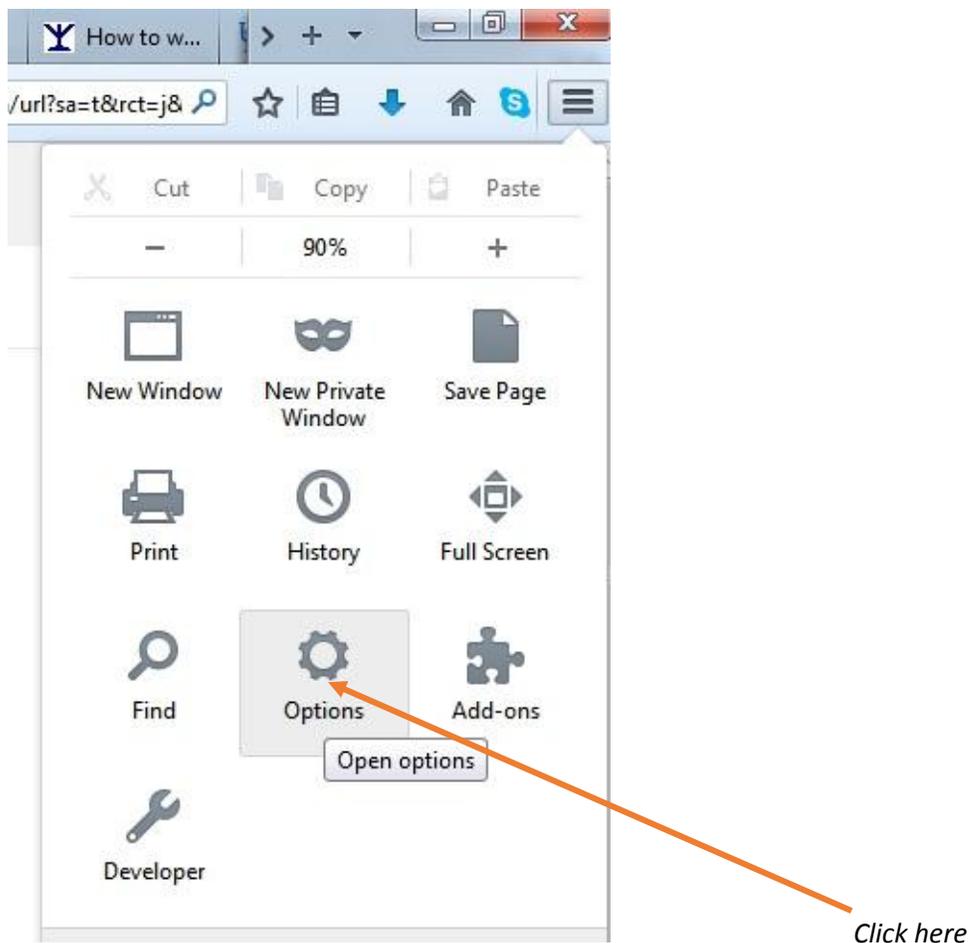
3. Choose the Network tab and click the" Settings" button
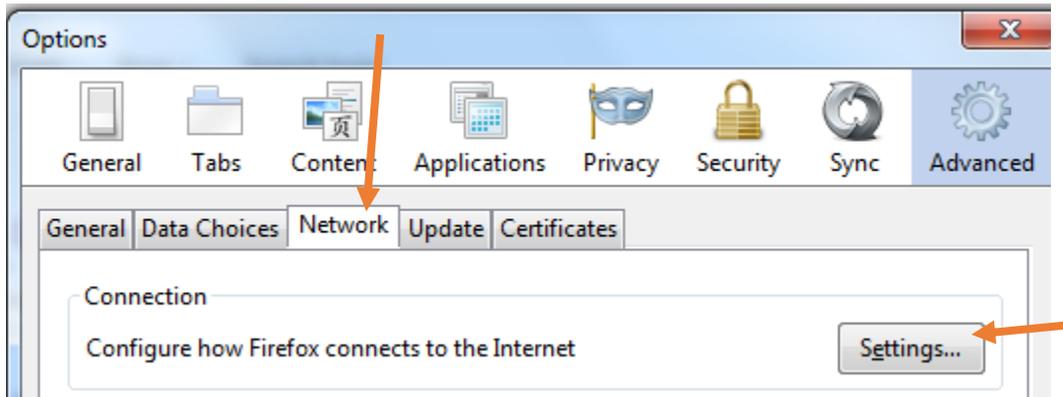
4. Click on **"Manual Proxy Configuration"** to enter **the HTTP proxy** and the **Port** settings, click on the checkbox to select **"Use this proxy server for all protocols"**.
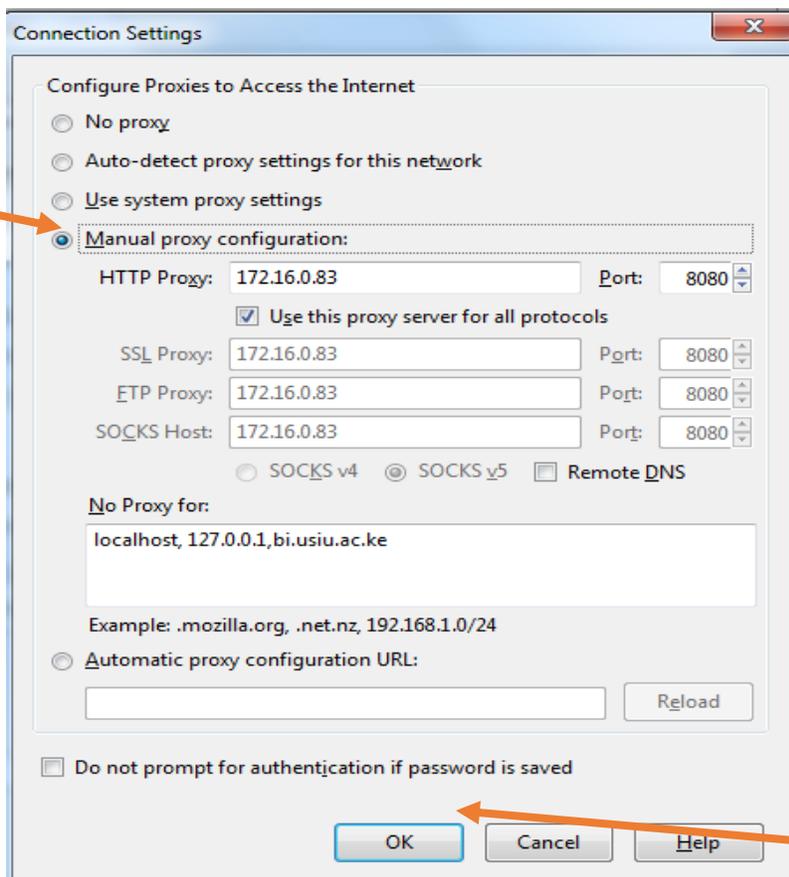
*Click **OK** to apply the changes*

USIU Wish to inform the users that:

** User are advised to use Internet explorer or Google chrome browser this is because this browsers pick settings automatically and will require minimum changes

** USIU is not in a position to support computers that belong to other organizations. Users are advised use their own personal computer or laptop.

**We cannot support Apple computers (Mac) at the moment so please bear with us.