

Downloading and Installing the Cisco AnyConnect VPN:

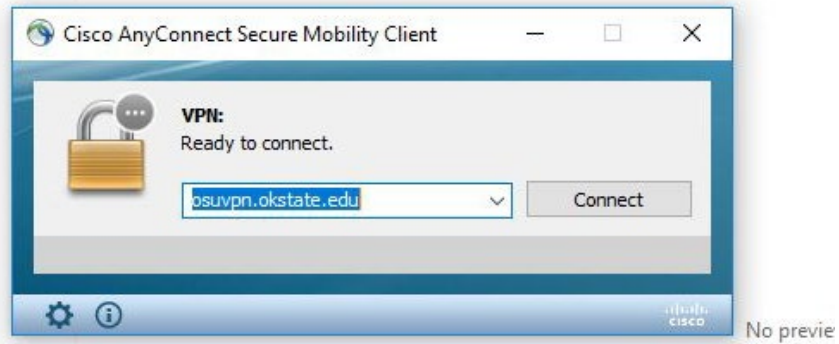
Here is a link to download the Cisco AnyConnect VPN software: <https://osuvpn.okstate.edu> – go to this address and login using your OSU email address and password.

If the program fails to download automatically, single-click on “AnyConnect VPN” to begin the download progress.

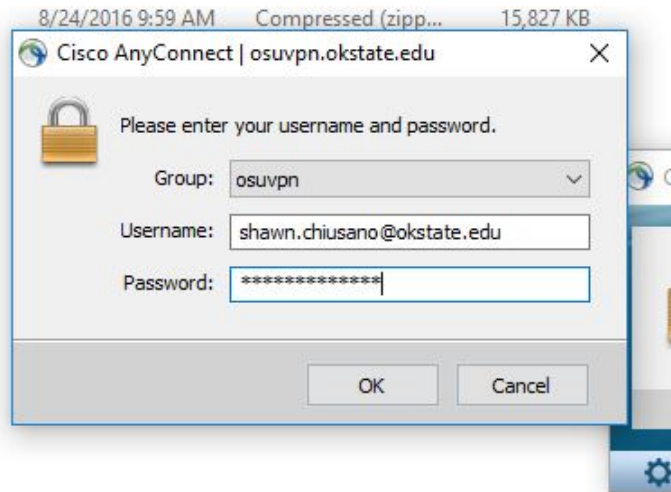


Then find the downloaded file on your computer and double-click on the downloaded file to install. Please make sure you are connected to the internet during the installation process.

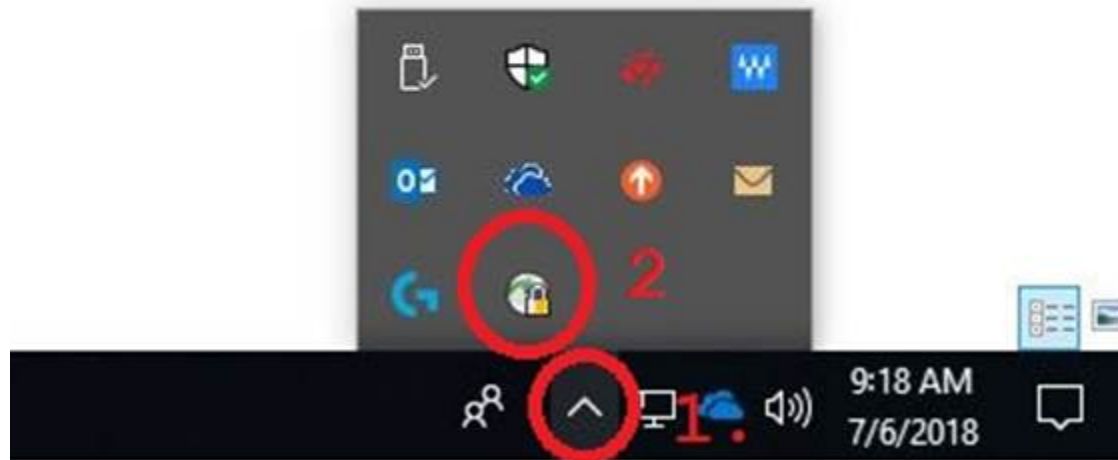
1. During the installation you will be prompted to enter an address to connect to. Enter the address: **osuvpn.okstate.edu** and click "Connect"



2. Then a prompt will appear asking for a "Username" and "Password." You will enter your OSU email address and password and then click on "OK"

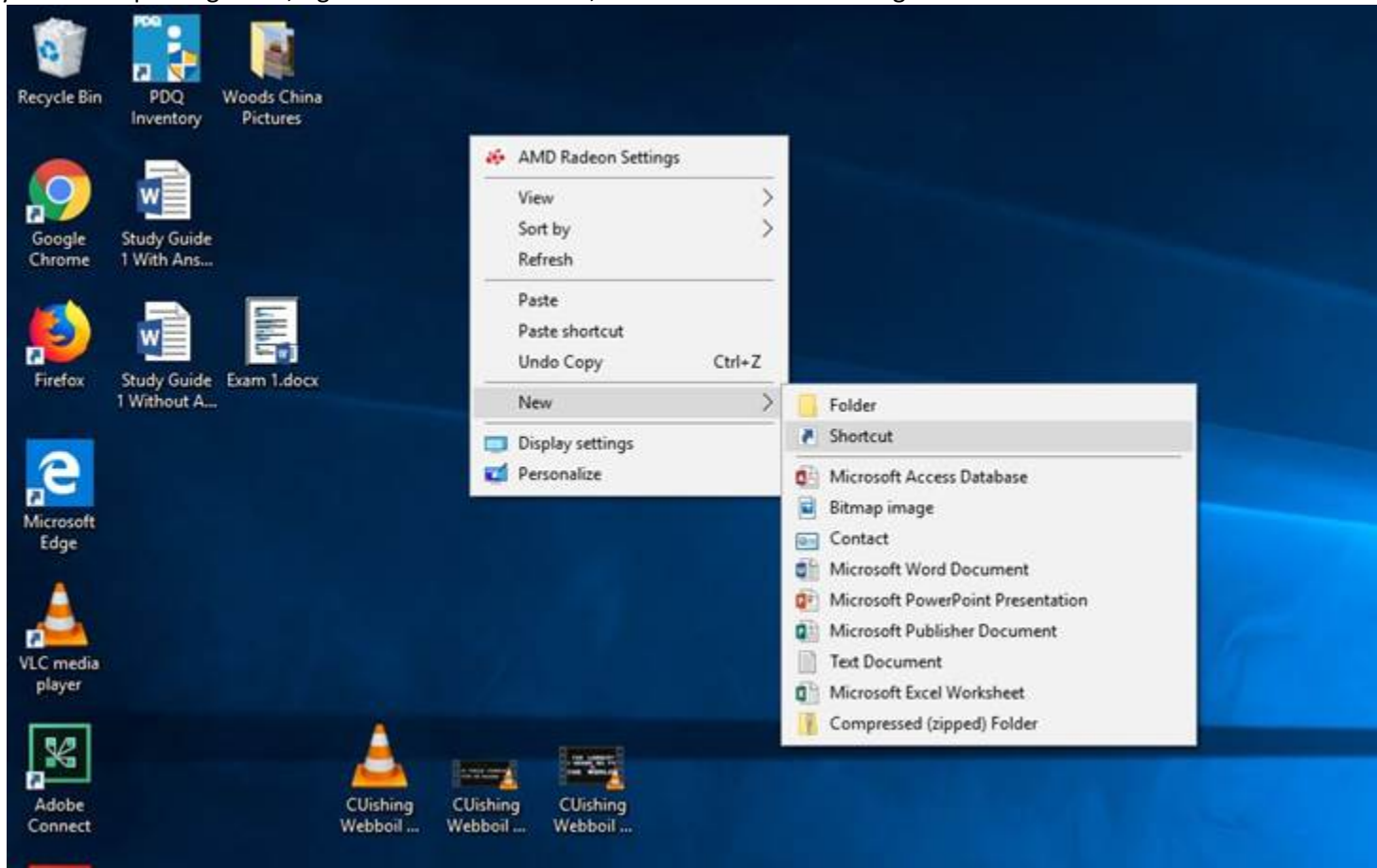


3. Cisco AnyConnect VPN should now be connected. You can confirm this by clicking the up arrow in the lower right-hand corner of the desktop. The Cisco AnyConnect icon should show up with a lock superimposed over it to show it is connected. You are now ready to create a shortcut to the G Drive.

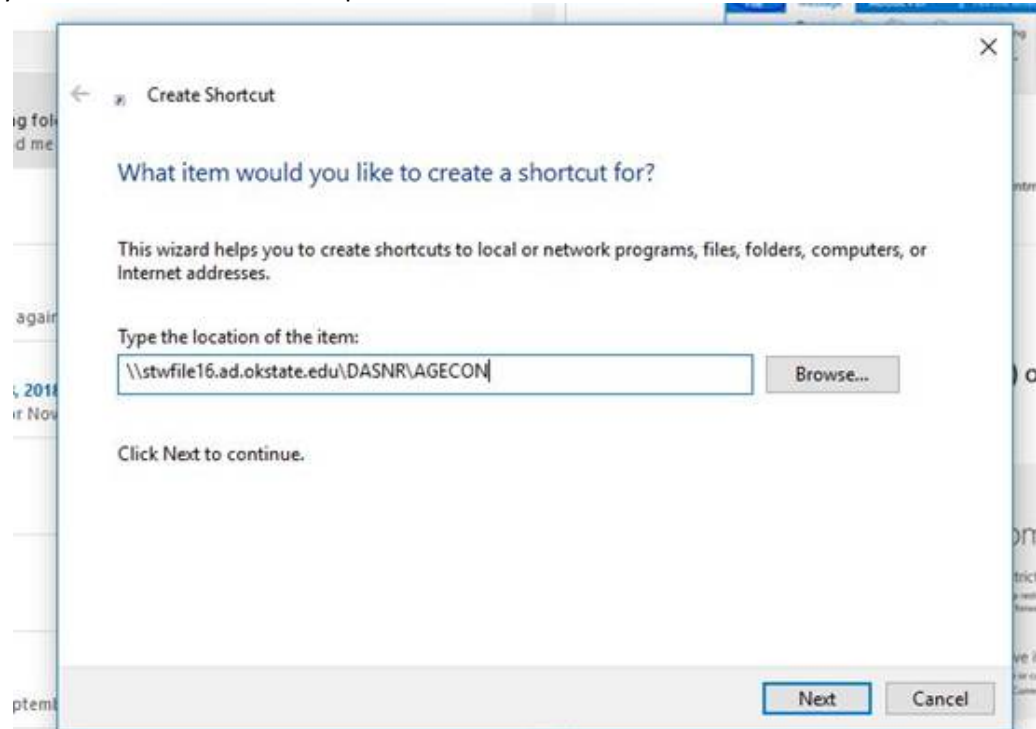


Creating a Shortcut to a Network Drive:

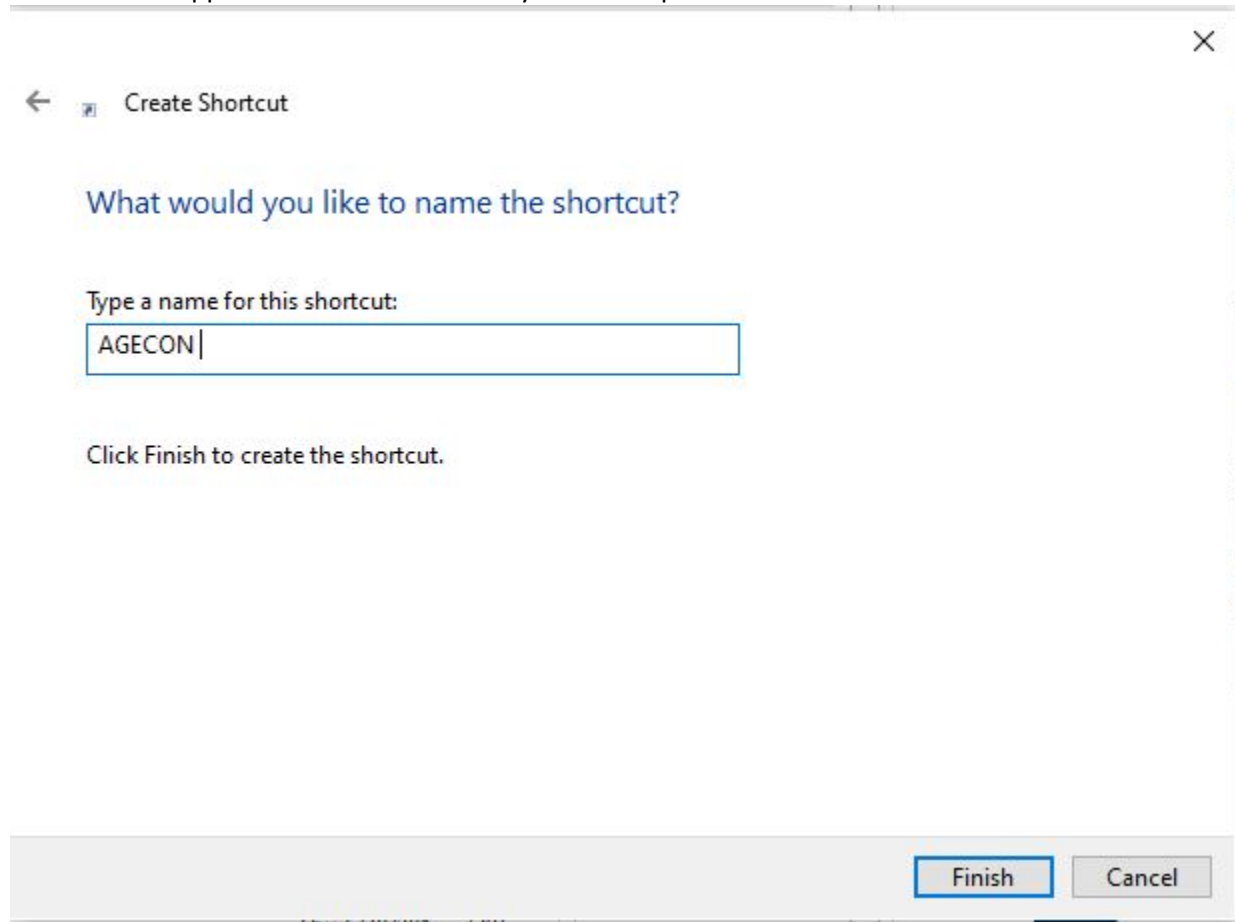
1. On your desktop background, right-click on a blank area, hover over “New” and single click “Shortcut”



2. Enter the network drive location, such as: \\stwfile16.ad.okstate.edu\DASNR\AGECON (for the G: Drive) or \\stwfile16.ad.okstate.edu\DASNR\DASNR_Shared\ (for the DASNR Shared Drive) and click “Next”. You’ll then be asked for your username and password. Please enter your OSU email address and password.



4. Then, you will be asked to give a name to the shortcut. You can name the shortcut anything you want. Click “Finish” and the shortcut to the network drive should now appear and be accessible on your desktop.



Please remember you need to be connected to the internet and the OSU VPN to access the network drives off-campus.

