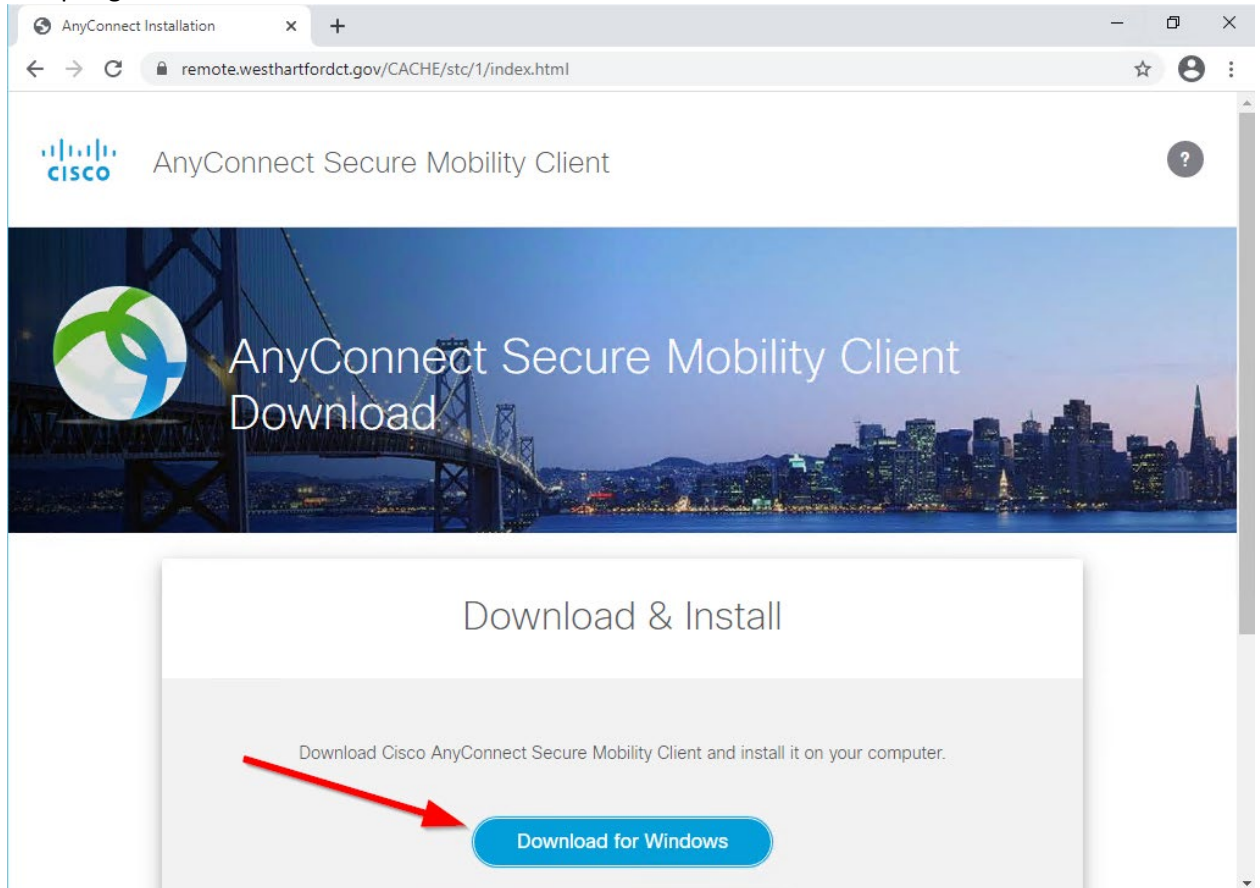
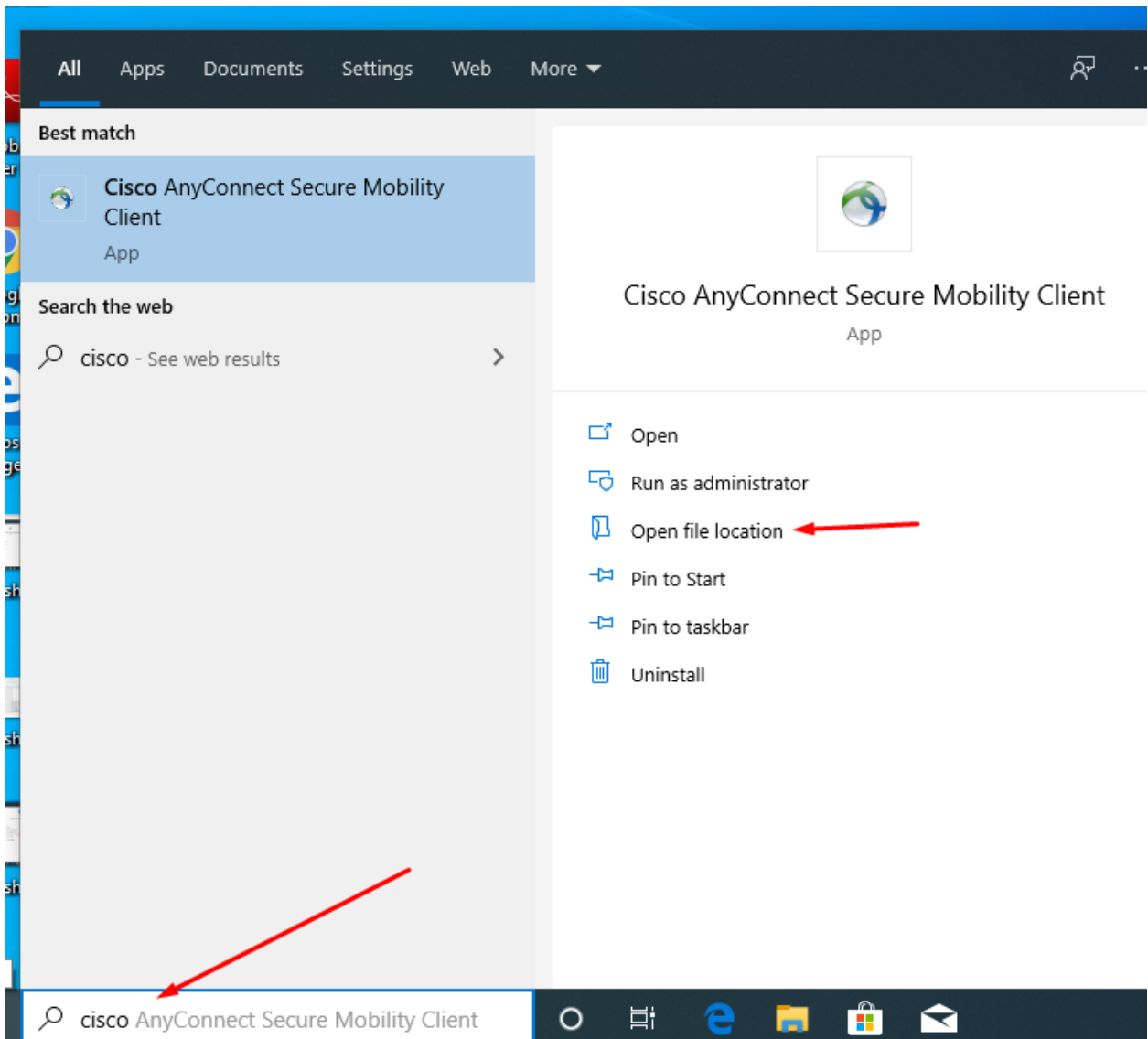


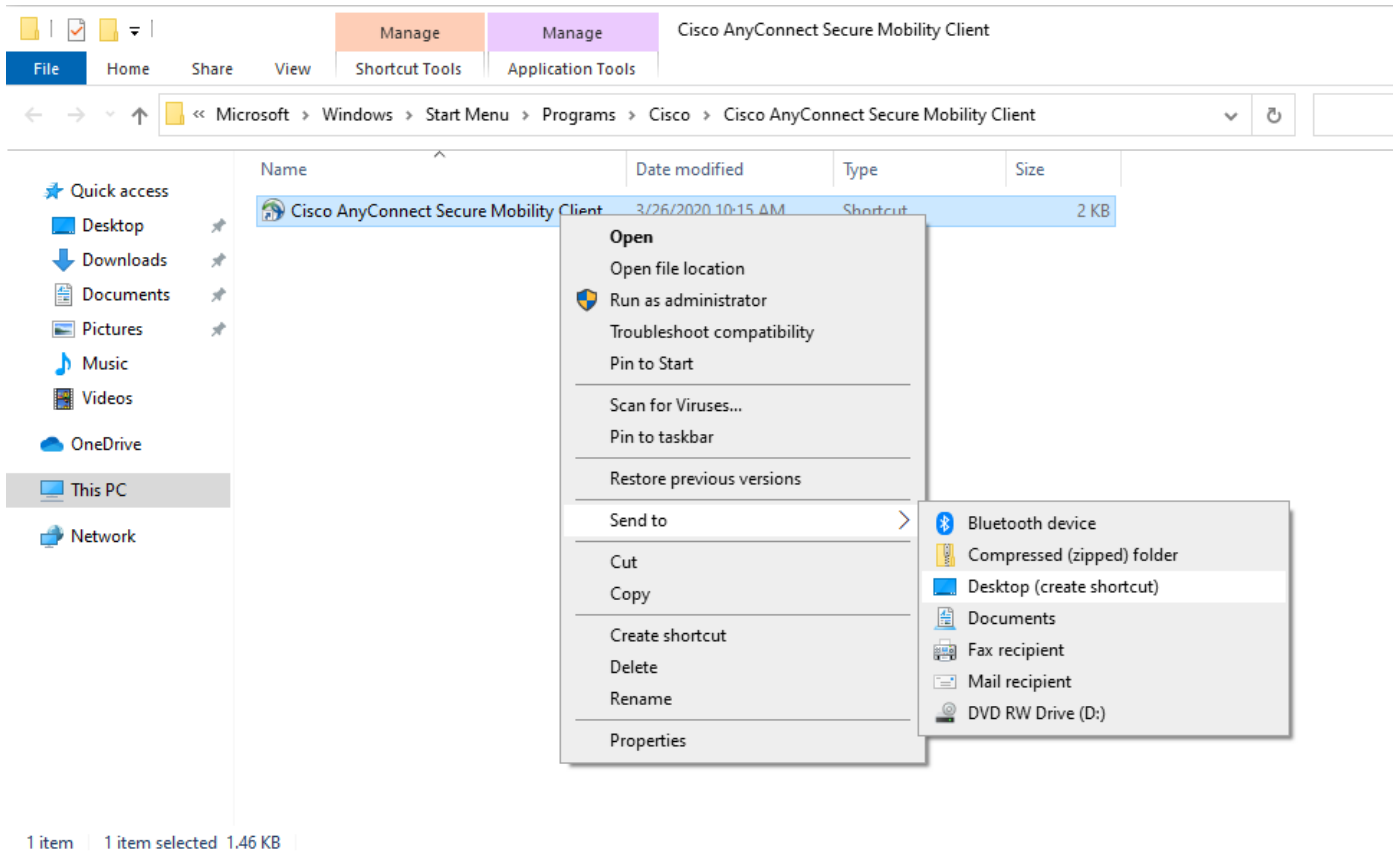
Setting Up VPN Connection

1. If you have already installed the AnyConnect client, skip to step 7
2. Browse to <https://Remote.WestHartfordCT.gov> (this only will work from outside our network.)
3. Sign into the webpage with your normal username and password.
4. Follow the instructions for Multifactor Authentication [here](#). Once complete, move onto Step 5.
5. There will be a button link to the installer for your computer - click that and run the installation, accepting all defaults.

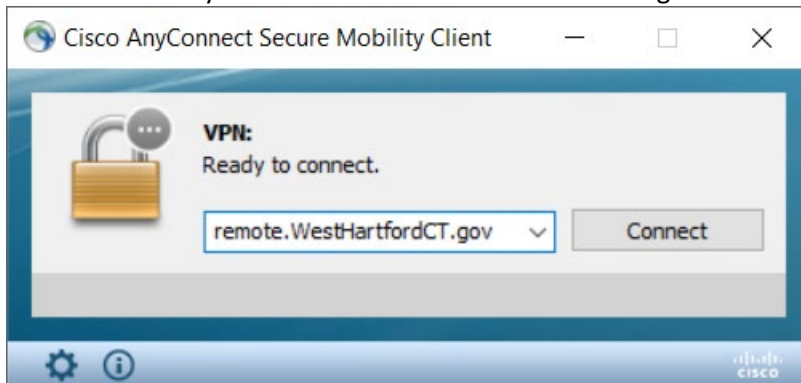


- Once Cisco AnyConnect has installed, you need to search for the program and open it. Simply put "Cisco" in the search field and find the program. You can then select "Open file location" and create a shortcut to your desktop.





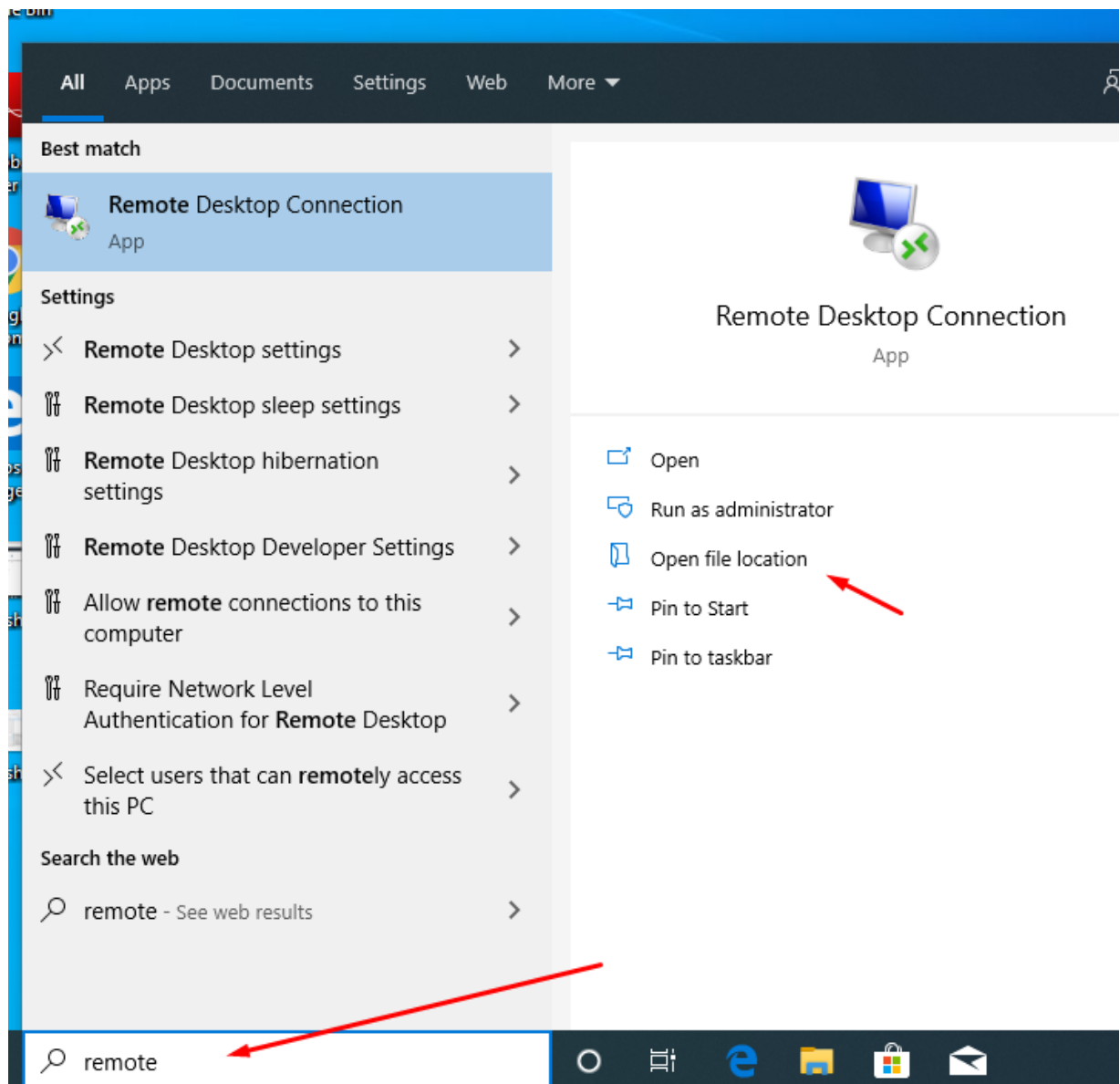
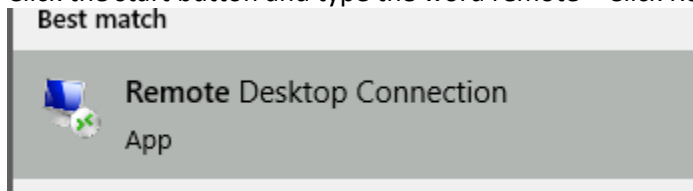
Click on the Cisco AnyConnect icon and
Connect with AnyConnect to Remote.WestHartfordCT.gov



7. Log in with your normal username and password
8. Complete the Multifactor Authentication requirements

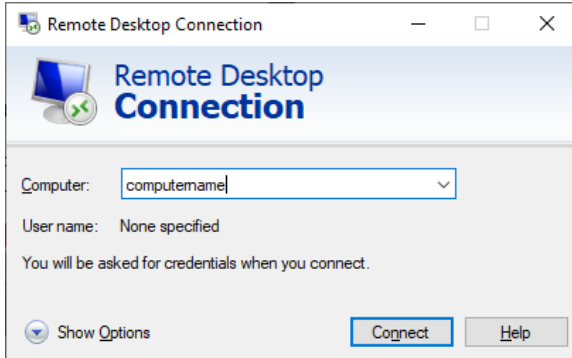
Connecting to your PC remotely after VPN is connected

1. Click the start button and type the word remote – Click Remote Desktop connection

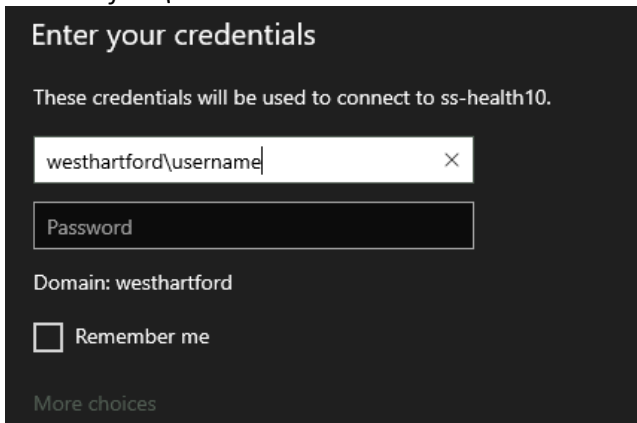


You can create a shortcut to your desktop like you did for Cisco AnyConnect following the same instructions above.

2. In the box enter your work computer name



3. Click connect and you will need to enter your username. Click **More Choices** and then use the following format for the user acct field
westhartford\username



4. Click Yes on the next screen to proceed to the "untrusted" device and you should be connected to your computer