

## Setup Your VPN

### 1. Activate your Account

Click on the setup link in the e-mail we sent you when you registered. Enter the Administrator username (e-mail address) and the password provided at registration. Your account is now activated and you are ready to start the VPN Setup Wizard.

### 2. Install the VPN Agent

The VPN Agent connects your office network securely to the AccessMyLan service and may be installed on **any always-on Windows** server (your mail server is usually a good candidate, and a reboot will **not** be required).

*If you are not currently logged on to a suitable server, go there now! Then browse to [www.accessmylan.com](http://www.accessmylan.com) and login as administrator.*

From the Setup Wizard start page, download and run the VPN Agent installer. When prompted, enter your administrator username (e-mail), password and the 4-digit one-time PIN.

Once the VPN Agent is installed, it will establish a connection to AccessMyLan and place a status icon in the system tray. You can check on the status of your VPN at any time by clicking on this icon to open the VPN Agent Manager. Remember though that all VPN management is via the web-based Administration interface, so return to the Setup Wizard web page and click "Next".

### 3. Complete the Setup Wizard

If you selected a 'Custom' setup, you are presented with an option to create a VPN user profile for yourself and select your default network access rules. If you are not familiar with implementing access controls then select 'Permit All' for now. If you select 'Deny All', you will need to manually setup access rules later, and no network access will be permitted until you do so. Selecting a 'Typical' setup automatically creates a user and sets access to 'Permit All'.

On completion of the Setup Wizard, you will be logged into the full VPN Administration interface. This is what you will see anytime you login as Administrator.

## Setup Remote Users

### 1. Add a New User

Unless you have chosen not to, 1 user will have been created with the administrator credentials. In this case you can just click on the "Choose Initial Access Method" alert. Otherwise, click on "Users" in the Administration interface menu and select "Add User". It is recommended that you use an individual's e-mail address as their VPN username. Before a new user can connect, you will need to select their initial access method and setup their remote device.

### 2. Choose an Access Method

Select "Add New Device" option on the user details page and choose the required access method:

#### VPN Client

##### Typical Usage Scenario

For full network connectivity to your office LAN, and access to any networked application (e.g. Email, File Shares, Remote Desktop etc...)



##### Devices Supported

Windows 2000, XP and Vista

##### Setup Process

Choose "Setup Now" to download & install the VPN Client directly on the users PC, or choose "Setup by Email" to allow the user to set themselves up.

#### ActiveSync (MS Exchange)

##### Typical Usage Scenario

For seamless integration of mobile devices with your Microsoft Exchange infrastructure.



##### Devices Supported

Any MS Exchange ActiveSync-capable smartphone, (includes iPhone, any device running Windows Mobile, Nokia E series, selected N-series & many more)

##### Setup Process

Choose "Setup Now", enter the device & Exchange Mailbox details & then configure the device as described in the customized configuration instructions.

#### Web Portal

##### Typical Usage Scenario

Access to supported published Web Applications (eg. Outlook Web Access) and file shares without exposing them to the Internet.



##### Devices Supported

Any JavaScript-capable Web Browser

##### Setup Process

Web Applications must be explicitly published before they are available to users. Click on "Network", then "Web Publishing" for details on setting up the Web Portal and publishing Web Applications. Once published, users can go to [www.accessmylan.com](http://www.accessmylan.com) and login to the Web Portal to access authorized applications.

#### Mobile APN

##### Typical Usage Scenario

For full network connectivity from mobile clients via a Private APN to your office LAN, and access to any networked application\*.



##### Devices Supported

Any HSDPA / EDGE / 3G / GPRS capable phone, datacard or USB modem\*

##### Setup Process

Choose "Setup Now", select operator & device details & choose the authentication method. Then setup the device according to the customized setup instructions.

(\* on supported partner networks only. Devices must support custom APN configuration).