

Remote Access to PeopleSoft Application Web VPN Installation & Access Instructions

What Will You Need Before Installing VPN?

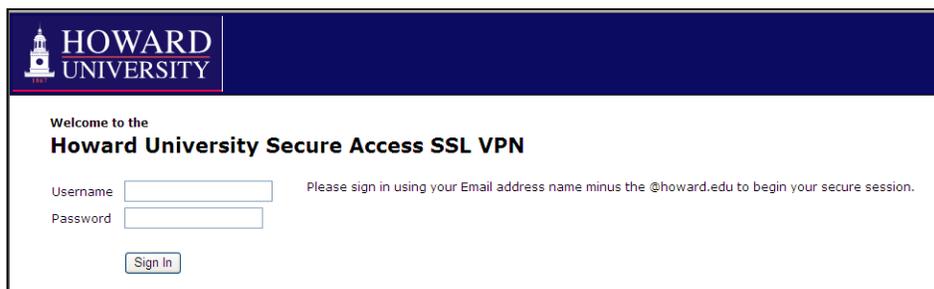
- ✓ PC running with Window 7, Windows XP, Windows Vista, or Mac
- ✓ Recommend using web browser Internet Explorer 7.0 or higher
- ✓ Can also use Safari 4.0.5 if using a Mac
- ✓ Active Internet connection
- ✓ Howard Email address

Deleting Cache - You should routinely delete your cache files to avoid errors

- **Internet Explorer:** On the Internet Explorer (IE) menu bar, select Tools, then Internet Options. In the Temporary Internet files section of the Internet Options panel, click the **Delete Files** button and select all the options. Click **Delete** in the Delete Browsing History pop-up box, and then click **OK** again.
- **Safari (Mac):** On the Safari menu bar, select **History**, then select **Delete history** and then click **OK** again.

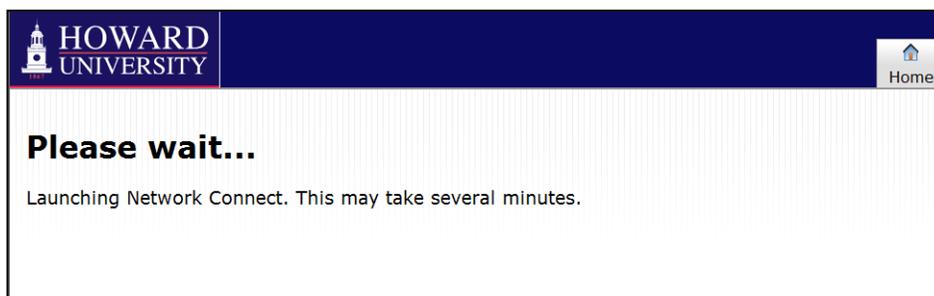
Following are the instructions for Installing and Connecting to PeopleSoft with the Howard Web VPN (Virtual Private Network)

1. Point your browser to <https://secure.howard.edu>. Enter your Howard email ID as **username** and email **password** on the Sign-In page and click **Sing In**.



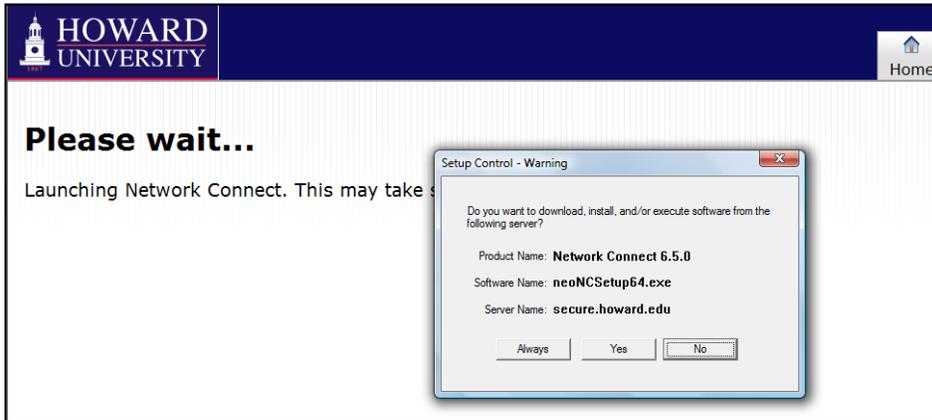
The screenshot shows the sign-in page for the Howard University Secure Access SSL VPN. At the top left is the Howard University logo. Below it, the text reads "Welcome to the Howard University Secure Access SSL VPN". There are two input fields: "Username" and "Password". To the right of the Username field is a note: "Please sign in using your Email address name minus the @howard.edu to begin your secure session." Below the input fields is a "Sign In" button.

2. You will see the following message, please wait till the installation is in progress



The screenshot shows a "Please wait..." message. At the top left is the Howard University logo. At the top right is a "Home" button with a house icon. The main text reads "Please wait..." followed by "Launching Network Connect. This may take several minutes." The background has a light gray vertical striped pattern.

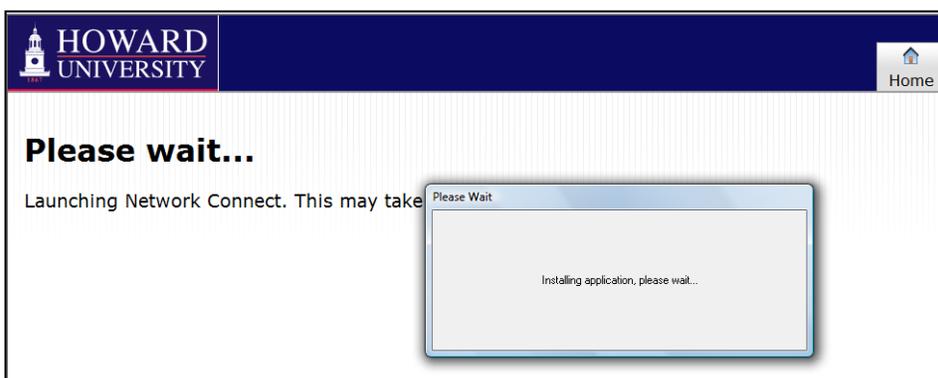
3. If this is your first time using the web VPN, you will see the page below. If you have logged in before, skip to step # 6. Otherwise, click "Yes" for continuing installation



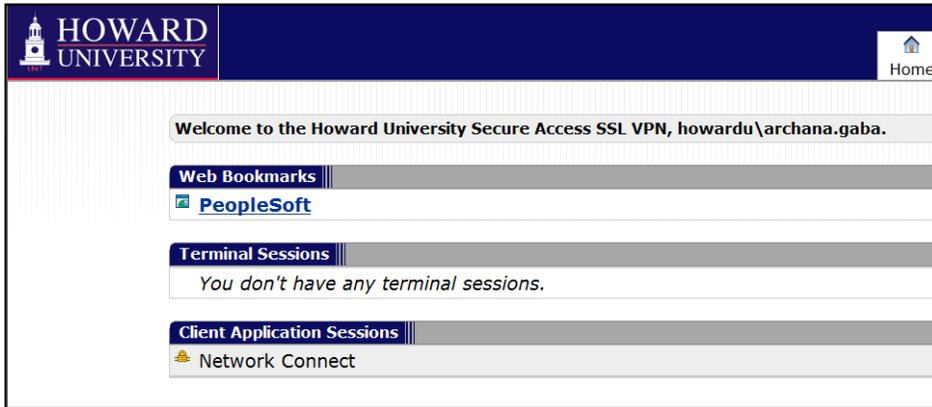
4. You will see following message, wait till the installation is in progress.



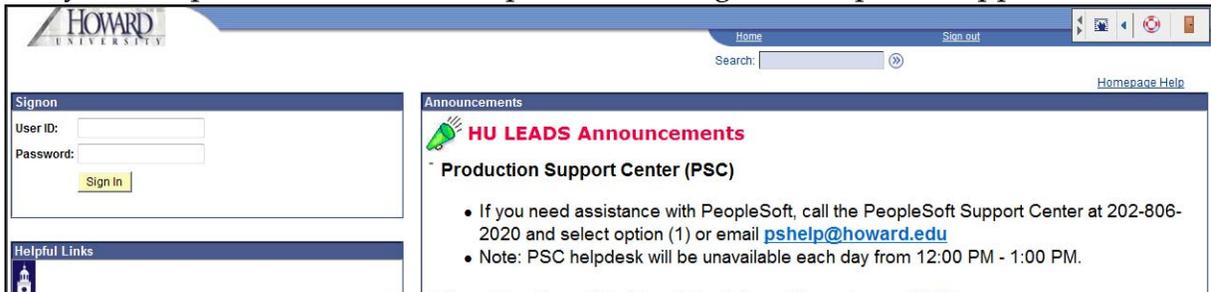
5. You will see following message, wait till the installation is in progress.



6. Once you see screen below, your are successfully connected to HU web VPN. Click [PeopleSoft](#) link to goto Sign-On Page.



7. Use your PeopleSoft username and password to login to PeopleSoft application.



Not Able to Connect and Need Help?

If you need assistance with VPN, call the PeopleSoft Support Center at 202-806-2020, option (2).