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](https://secure.howard.edu). Enter your Howard email ID as **username** and email **password** on the Sign-In page and click **Sing In**.

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

5. You will see the following message, wait till the installation is in progress.
6. Once you see screen below, you are successfully connected to HU web VPN. Click **PeopleSoft** link to goto Sign-On Page.

![PeopleSoft Screen](image)

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

![PeopleSoft Login Screen](image)

**Not Able to Connect and Need Help?**
If you need assistance with VPN, call the PeopleSoft Support Center at 202-806-2020, option (2).