

WVSOM IT Department Cisco AnyConnect (VPN) User Guide

These instructions are created on a Windows 10 computer. There may be a slight variation on older Operating Systems

1. Click on the Windows icon in the lower left corner and enter **any** in the search window. This will bring up applications with **any** in them. Click on the *Cisco AnyConnect Secure Mobility Client* app

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- 2. When the Cisco AnyConnect Secure Mobility Client window opens:
  - a. Verify or type **sgvpn** in the dropdown window
  - b. Select Connect

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3. In the Cisco AnyConnect | sgvpn window, select VPN-Remote Access in the dropdown window



4. Enter WVSOM **username** and **password**. Enter just the username (e.g. jdoe), not the full email address (e.g. jdoe@osteo.wvsom.edu) and press **OK**.



5. A message should appear in the lower right corner of the display showing that Cisco AnyConnect is connected



6. The status can be checked on the Task Bar. The <sup>A</sup>may need to be clicked to show additional icons in the task tray. The Cisco AnyConnect icon is a circle with a lock on it when Cisco AnyConnect is active



7. Once connected, shared storage is available, as illustrated by the following screen shot showing connectivity to the M: drive while connected to Cisco AnyConnect.

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8. When the session is complete, click the **Cisco AnyConnect** icon to open the **Cisco AnyConnect** Secure Mobility Client window. Click on **Disconnect** to end the session.

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