VPN User Guide: HW Managed Laptop (Edinburgh)

The Virtual Private Network (VPN) is set up on all HWU managed laptops.

[Please read and follow the MFA setup instructions first before proceeding with VPN Authentication](#)

You can access the VPN from the HW VPN shortcut on the desktop. If you do not initially see an icon on your desktop then you can search for the new version of the VPN client as follows:

- Click on the Windows Start button

- Start typing "Connect Tunnel"

- Click on "Connect Tunnel" when it appears in the search results to start the VPN client

Log in

1. **Double click** the HW VPN shortcut on your desktop
- If prompted, click **Connect**
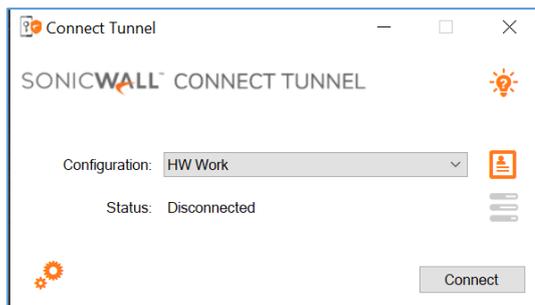
- You will prompted to authenticate using your credentials via Microsoft login
- Enter code from the ' Mobile App ' or from a ' Text '

- The VPN connection dialog box will appear as the connection to the Server is established.

Connect Tunnel

Connected to work azure
Security Zone: Not Applicable
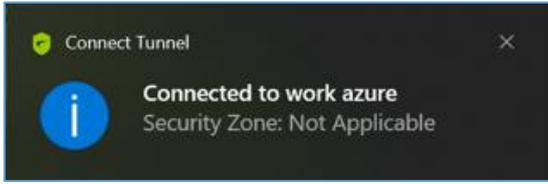
Navigate your folders

You can navigate your drives and folders from Windows Explorer.

- If any drives are marked with a red **X**, **double click** on the drive to connect and open.
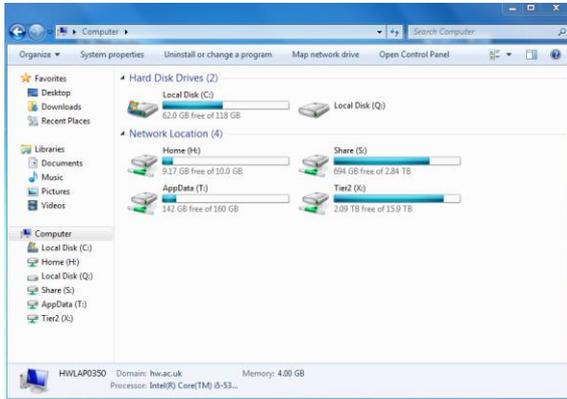
Log out

When you have finished using the VPN you should disconnect.

1. **Right click** on the VPN icon in the Notification Area
2. Click **Disconnect**