Installing the NYU VPN Software

VPN (Virtual Private Network) is software that provides password-protected access to NYU's network (NYU-NET) and Internet services when you are connecting from off-campus. It is as secure as when you are connected directly to NYU-NET on campus. VPN is required to access some secure NYU services when using a computer outside NYU-NET.

Eligibility
Only current, full-time staff, faculty, and degree students are able to use the VPN service. An active NYU NetID and password are required to both download and use VPN software.

Non-degree students and alumni will not be able to authenticate using VPN.

First time users please follow the following steps:

1: Activating your NYU NetID and Password
2: Check the Version of Windows (32-bit or 64-bit)
3: Downloading the VPN Software
4: Installing the software
5: Launching the VPN Software

Step 1: Activating your NYU NetID:

Follow these steps to activate your NetID from any Internet-connected computer.

• Open Internet Explorer Go to the NYU Start page (start.nyu.edu)
• If you know your NetID (it is usually printed on the back of your NYU ID Card), enter it in the appropriate field, then click the Start! button. If you do not know your NetID, click the Don’t know your NetID? button.
• Follow the onscreen directions
Note that the Net ID and the University ID are printed on the back of your NYU Poly ID card as shown below:

After setting your password try to login at https://home.nyu.edu/ with the new password. If you are able to login, you have successfully created your password.

Step 2: Check the version of Windows

Follow these steps to check the version of the Windows OS on your machine

- Click on Start
- Right Click on Computer
- Click on Properties
- Verify the version as shown in the screenshot

Start>Right Click on Computer>Properties
Step 3: Downloading the VPN Software

Follow these steps to download the NYU VPN Software (See Screenshots Below)

- Click here to go to NYU VPN download page (alternatively you can also paste the link: http://www.nyu.edu/its/nyunet/offcampus/vpn/ in your browser)
- Depending upon the version of your Windows download the VPN software as shown in the screenshot
- A window will pop up asking for username and password
- Use your NYU NetID and Password
- After authenticating you will be given an option to Run or Save the file. Click on Save
- By default the file is saved in your Downloads folder. Click on View Downloads
- Right Click on the vpnclient-win.exe file and click on Open Containing Folder
- Right click on the highlighted file and select Run as administrator
- This will start the NYU VPN client setup
- You will need to restart your machine to complete the installation. Save all your files before starting the installation

Please see the screenshots below:
Enter your NYU NetID and Password in the pop up window
Click on “I Agree”. Save the file. DO NOT click on Run.

Once the Download is completed click on the option View downloads.
Right click on the file and click on **Open containing folder**

The `vpnclient_winx4.exe` will be highlighted. Right Click on the file and select the option **“Run as administrator”**
Step 4: Installing the software

This will start VPN set-up. Click on Next to start the installation.

Accept the License Agreement.
Click **Next** to select the destination folder

The Wise Installation Wizard will install the files for Cisco Systems VPN Client 5.0.07.0240 in the following folder.

To install into a different folder, click the Browse button, and select another folder. You can choose not to install Cisco Systems VPN Client 5.0.07.0240 by clicking Cancel to exit the Wise Installation Wizard.

**Destination Folder**

C:\Program Files (x86)\Cisco Systems\VPN Client\  

Wait for the installation to complete. It should take no more than 5 minutes.
Once the installation is complete you might need to restart your computer. Click **Yes** to restart your machine. Please save all you work before clicking **Yes**.

![Installer Information](image1)

*You must restart your system for the configuration changes made to Cisco Systems VPN Client 5.0.07.0240 to take effect. Click Yes to restart now or No if you plan to restart manually later.*

Step 5: Launching the VPN Software

After restarting your machine you can find the Cisco VPN Client in your Programs. Let us create a shortcut for the VPN client on your Desktop

- Click **Start > All Programs > Cisco Systems VPN Client**
- Right Click the **VPN Client** and go to **Send to → Desktop (create shortcut)**
- Go back to your Desktop to find the VPN Client Shortcut and Double Click on it
- This will launch the NYU VPN Client as shown below
Click on **Connect** to establish a secure connection.

It will ask for your username and password. Please enter your NYU NetID and Password.
If you entered the correct credentials the status will change to **Connected to “NYUVPN”** as shown below

**Congratulations!!!** You are successfully connected to the NYU VPN Network.

If you have any questions or need any assistance with this setup please call the NYU Poly Help Desk at x3123 or send us an email at help@poly.edu