This document details configuring a VPN connection to the Erikson Institute network under WindowsXP Professional and Windows2000.

This process requires an existing Internet connection, such as a dial-in, cable modem, or DSL connection.

**Setup a new VPN connection to Erikson Institute**

1. Establish your Internet connection using dial-in, cable modem, DSL, etc.
2. Click on Start > Control Panel
3. Double click Network Connections
5. Click Next.
6. Select “Connect to the network at my workplace.”
7. Click Next.
8. Select “Virtual Private Network connection”
9. Click Next.
10. Type Erikson Institute in the Company Name field.
11. Click Next.
12. Select “Do not dial the initial connection”
13. Click Next
14. Type vpn.erikson.edu in the IP Address Field
15. Click Next
16. Select “My use only”
17. Click Next
18. Check the box “Add a shortcut to this connection to my desktop.”
19. Click Finish.

**Configure network settings for VPN connection**

1. Click Properties
2. Select the Options tab.
3. Check “Include Windows logon domain”
4. Select the Security Tab
5. Uncheck “Require data encryption.”
6. Select the Networking tab
7. Select “Internet Protocol (TCP/IP)”
8. Click Properties
9. Select “Obtain IP address automatically.”
10. Select “Obtain DNS server address automatically.”
11. Click Advanced…
12. Uncheck Use default gateway on remote network
13. Click the DNS tab
14. In the “DNS suffix for this connection” field, type erikson.edu
15. Check “Register this connection’s addresses in DNS”
16. Click Ok.
17. Click Ok.
18. Click Ok.
19. In the User name field, enter your Erikson username.
20. Press Tab
21. Type your Erikson domain password
22. Press Tab
23 Type ERIKSON in the Domain field.
24 Click Connect.
   You should see a Network Protocol Connection Result message stating TCP/IP connected successfully.

Map a network drive
You must know the network share name to map a network drive.
1 Open Windows Explorer
2 Click on the Tools Menu > Map Network Drive…
3 Select your desired drive letter, for example, J:
4 In the Folder: field, type the location of the network share.
   For example: \sparta\gDepartment$ or \sparta\gInfant$

⚠️ Some systems may not recognize the server name alone. If you are unable to map the drive, use the full name of the server
   \sparta.erikson.edu\gDepartment$ or \sparta.erikson.edu\gInfant$
5 Click Connect using a different user name
6 Type ERIKSON/Username.
   ✔ For example: ERIKSON/JSmith
7 Press Tab
8 Type your Erikson domain password.
9 Click Ok.
10 Click Finish. The drive mapping should appear in Windows Explorer.

You are now connected to the Erikson Institute network.

To disconnect from the Erikson network, right click on the Erikson Institute connection in the system tray on the lower right hand corner of the screen. Select disconnect.

To reconnect:
1 Establish your internet connection (dial-up, cable modem, DSL)
2 Double click the Erikson Institute VPN icon on your desktop
3 Enter your password.

If you have difficulty connecting, please submit a Computer Help Request form on the Erikson Extranet at http://inside.erikson.edu. Please provide the full text of any error messages for troubleshooting.