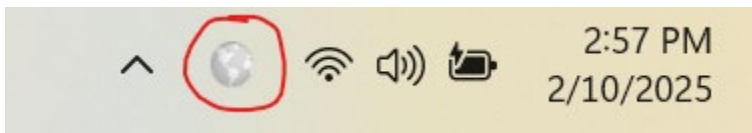


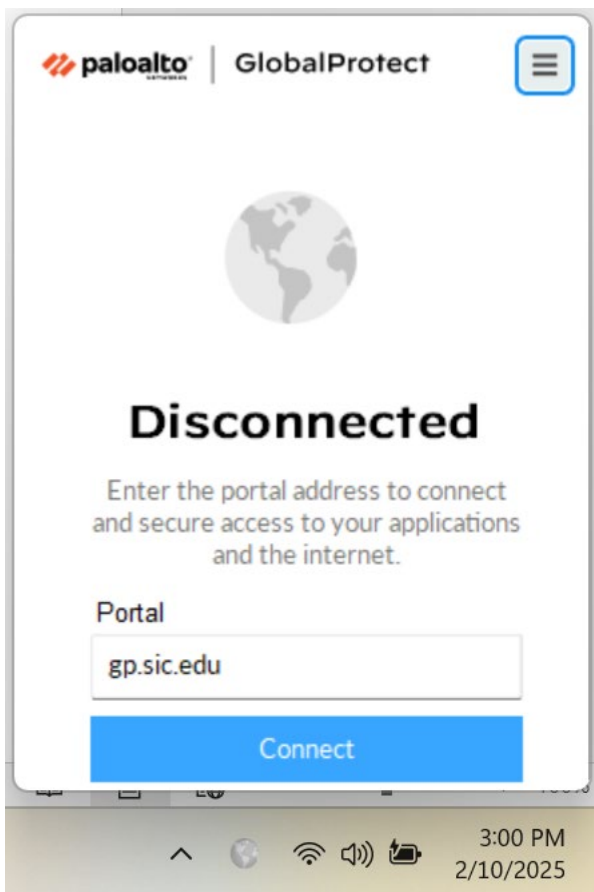
Remote VPN Access Directions

1. Right click on the Global Protect icon on your task bar near the clock. Appears as grey

globe when disconnected.



2. You should see this screen



NOTE: If the field below Portal is blank, please type in "gp.sic.edu".

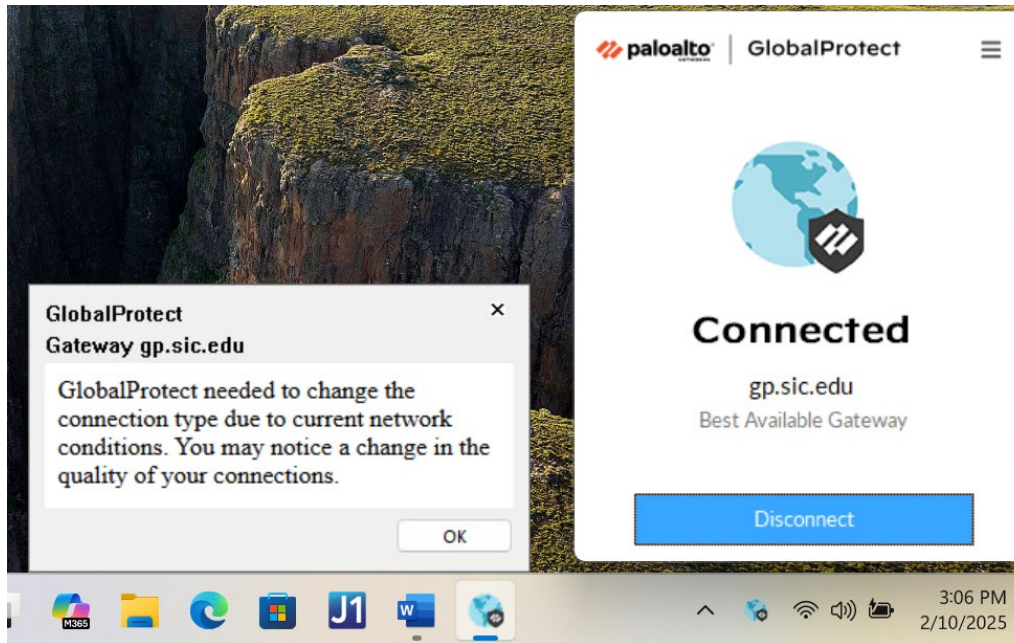
3. Click the blue Connect button.
4. You will be prompted to enter your username and password in the Falcon Portal popup

5. Click the **Login** button

The image shows a login portal titled "Falcon Portal" in large, bold, black letters. Below the title, there are two input fields: "Username" with the text "will.armijo@sic.edu" and "Password" with a series of dots. A checkbox labeled "Show password" is positioned below the password field. A large, yellow, rounded rectangular button with the word "Login" in black text is centered below the inputs. Below the button is a blue hyperlink that reads "Forgot/Reset Password?". At the bottom left, there is a gear icon with a wrench and screwdriver inside it. To the right of the icon, the text "TECHNICAL SUPPORT | SETUP INSTRUCTIONS" is displayed in a bold, sans-serif font. The background of the entire form is a light blue and yellow abstract pattern.

Note: Global Protect cannot connect when you are on the SIC network.

6. You will then be prompted to enter your One Time Passcode (OTP), which should either be sent via text to your phone or to your SIC email.
7. Click the **Login** button
8. The Globe Icon will turn blue when you are successfully connected. You can click **OK** button on the box on the left.



You should now have full access to your network drives, Jenzabar and other resources you would typically use as if you were on campus.

Please submit a [support ticket](#) and choose the “Login Trouble (provide details in description)” option if you have any issues.

*****Please Note: If you encounter the following message, please click on the blue **Proceed Anyway** link.

