

1. Open the Control Panel.
2. Select *Network Connections*.
3. On the left side, under *Network Tasks* select *Create a new connection*.
or from the menu choose *File – New Connection ...*
4. The New Connection Wizard window opens – click *Next*.
5. Network Connection Type: Select *Connect to the network at my workplace* – click *Next*.
6. Network Connection: Choose *Virtual Private Network connection* – click *Next*.
7. Connection Name: In the *Company Name* field enter: *SLC VPN* – click *Next*.
8. VPN Server Selection: Host name or IP address enter: *vpn01.sl.on.ca* – click *Next*.
9. Connection Availability: *Create this connection for:* select either option: anyone's use or my use only – click *Next*.
10. Add a shortcut to my desktop – click *Finish*.
11. When it asks for your user name, password and domain.

User name: first initial + last name + 2 digit birthday @student.sl.on.ca
Password: whatever your current network password is
Domain: this field is always blank
12. Click *Connect*.