

The following demonstrates how to connect remotely to your office Mac from offcampus using a VPN connection and screen sharing functionality. For information on installing the *GlobalProtect* app to utilize a VPN connection, please refer to our *VPN Client Installation for Mac* documentation located at <https://uits.kennesaw.edu/cdoc>.

## Setting Up Your KSU Mac Computer

1. In the *Finder*, click **System Preferences**.

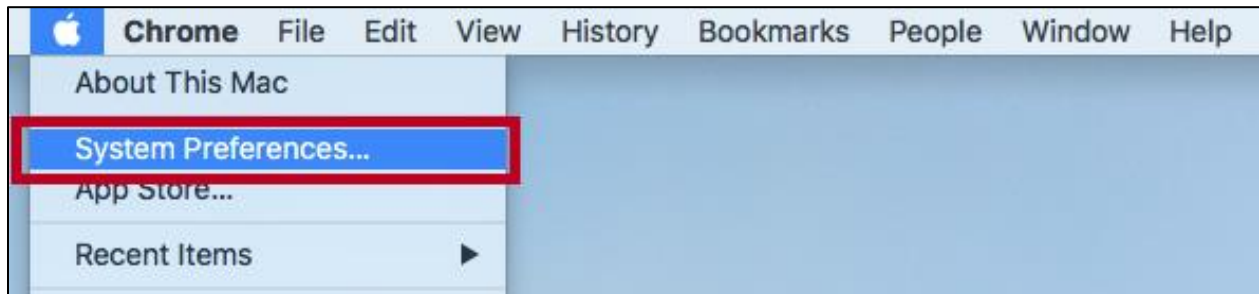


Figure 1 - Click System Preferences

2. The System Preferences window will open. Click **Sharing**.



Figure 2 - Click Sharing

3. The *Sharing* window will appear. Click the **Screen Sharing** checkbox (See Figure 3).
4. Under *Allow Access for:* click the **Add (+)** button (See Figure 3).

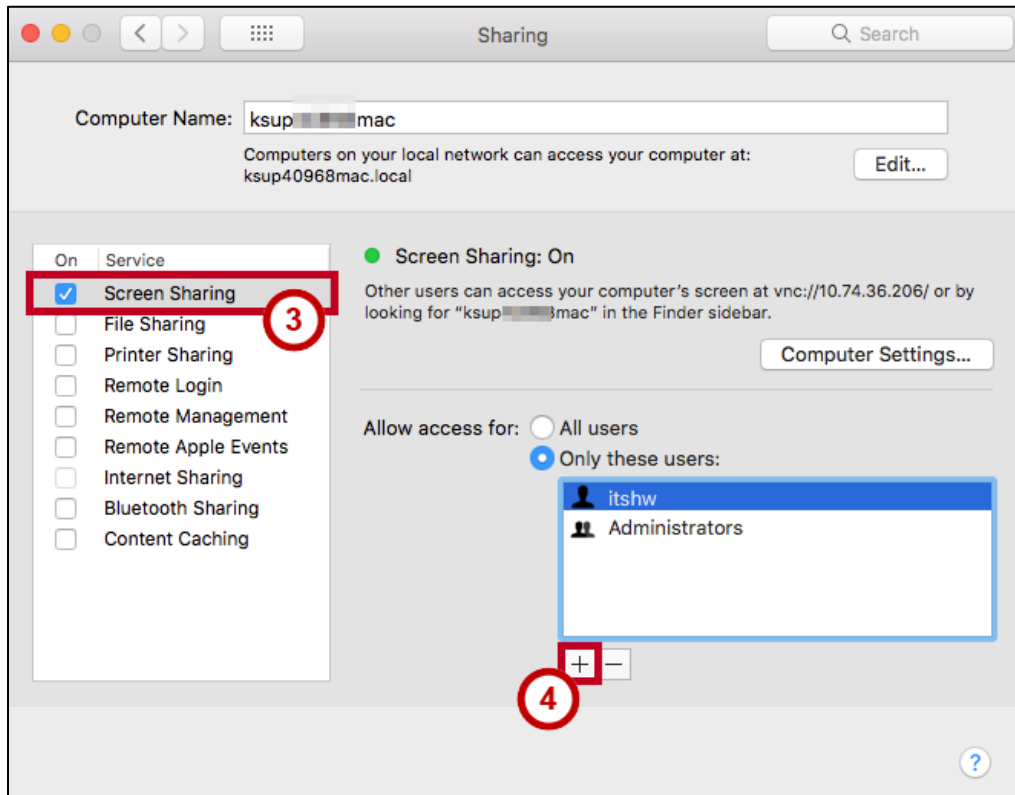


Figure 3 - Screen Sharing

5. Under *Users & Groups*, click your **Name** (See Figure 4).
6. Click the **Select** button. (See Figure 4).

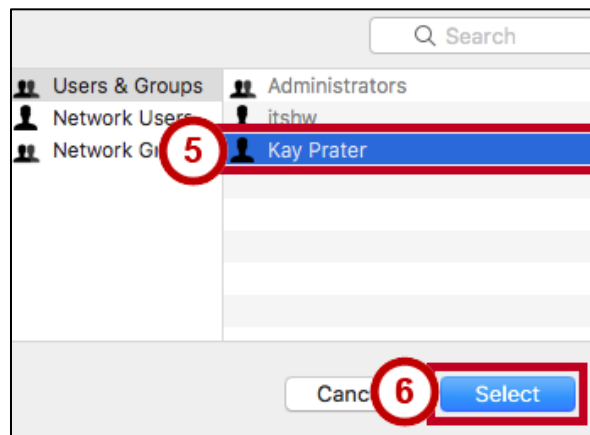


Figure 4 - Select Sharing Username

- Your **name** appears in the *Allow access for* window (See Figure 5).
- Make note of the **computer name** (e.g., ksup12345mac) (See Figure 5).
- To close the *Sharing* window, click the **exit** button in the upper left corner (See Figure 5).

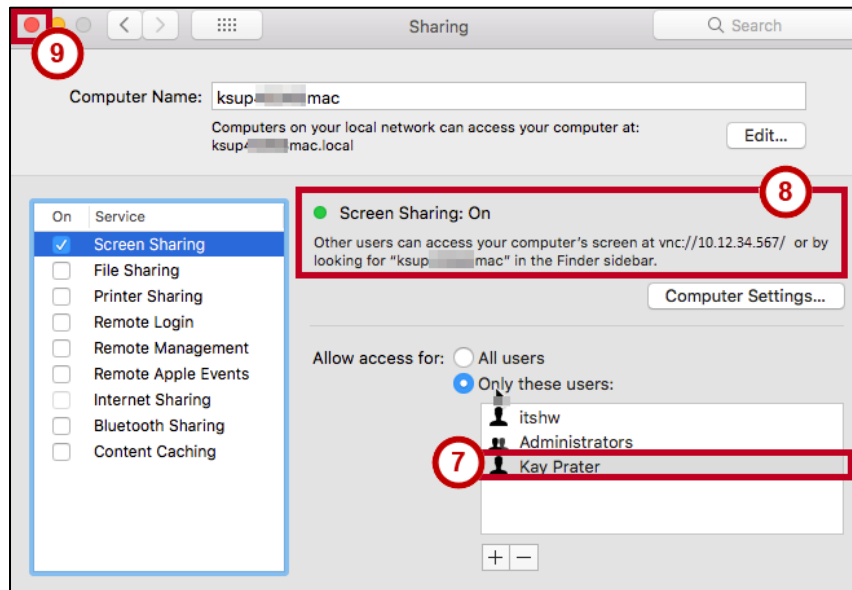


Figure 5 - Computer Name and IP Address

## Connecting from Off Campus to Your Campus Mac

- Connect to *GlobalProtect* by clicking the **GlobalProtect** icon, located on the menu bar.



Figure 6 - GlobalProtect Icon

- The *GlobalProtect agent panel* will appear. Click **Connect**.

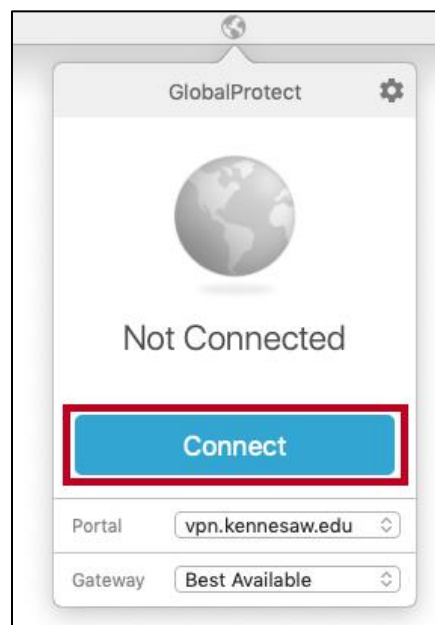


Figure 7 - Click Connect

3. The *Sign In* window will appear. Enter your **KSU Email Address** and **password** (See Figure 8).
4. Click **Sign In** (See Figure 8).

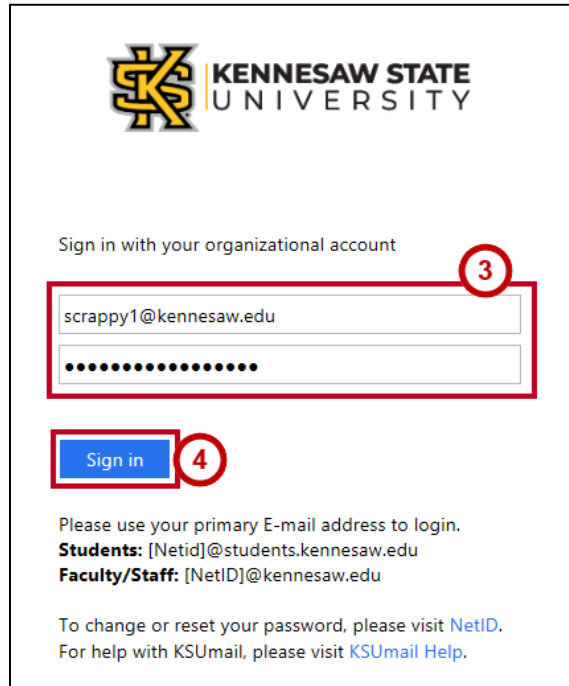


Figure 8 - Sign In

5. You will be directed to the *Duo Authentication* window to verify your identity. Follow the appropriate steps to provide verification.

**Note:** To access instructions for Duo setup and verification, please visit <https://uits.kennesaw.edu/duo/>.

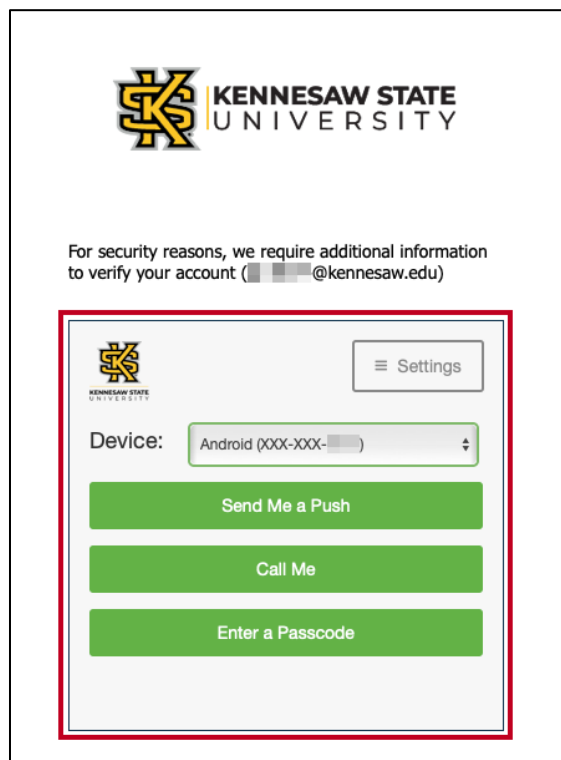


Figure 9 - Duo Verification

6. You are now connected to the KSU campus network through GlobalProtect.

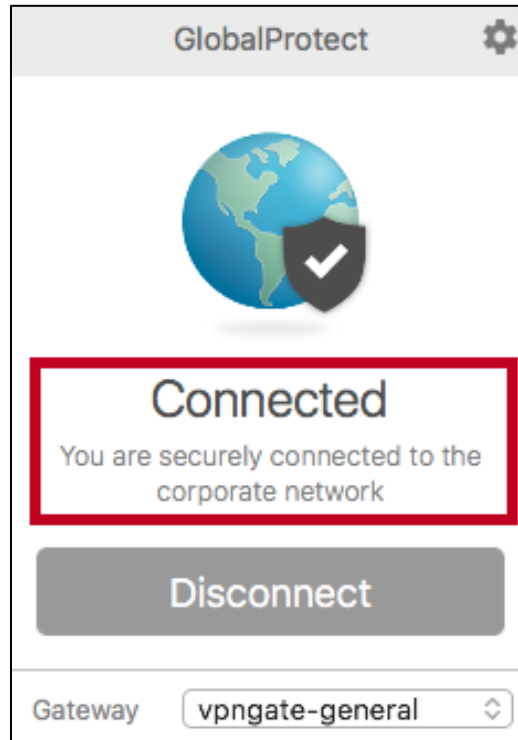


Figure 10 - Connected to VPN

7. After connecting using the *GlobalProtect* VPN service, click **Go** in the *menu bar* (See Figure 11).
8. Click **Connect to Server...** (See Figure 11).



Figure 11 - Connect to Server

9. Enter the **computer name** of your office computer (e.g., ksup12345mac) followed by **.win.kennesaw.edu** or **.dyn.kennesaw.edu** (e.g. vnc://ksup12345mac.win.kennesaw.edu or vnc://ksup12345mac.dyn.kennesaw.edu) (See Figure 12).
10. Click **Connect** (See Figure 12).

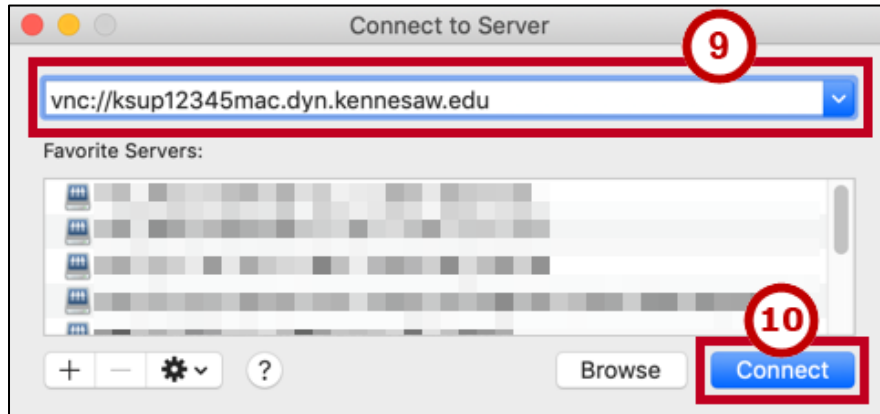


Figure 12 - Enter Computer Name/Connect

11. Enter your **User Name** and **Password** (See Figure 13).
12. Click **Sign In** (See Figure 13).

**Note:** To save your login credentials, click the *Remember password* checkbox. This is not recommended for shared or non-password protected computers.

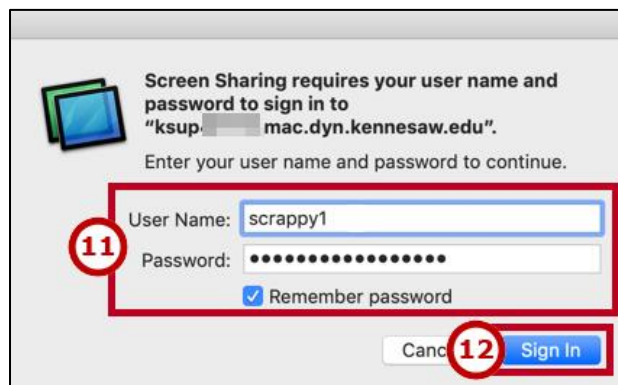


Figure 13 - Enter Login Credentials/Sign In

13. A pop-up message will appear to indicate that you are being connected to the computer you selected in step 10.

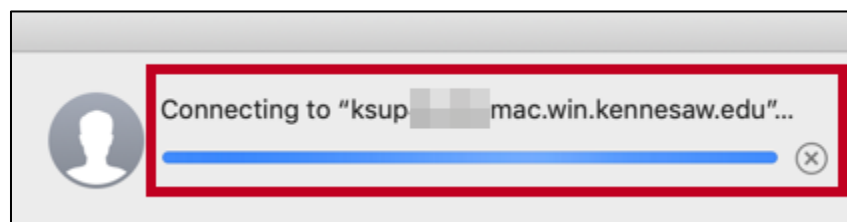


Figure 14 - Connecting

14. You are now connected to your office Mac.

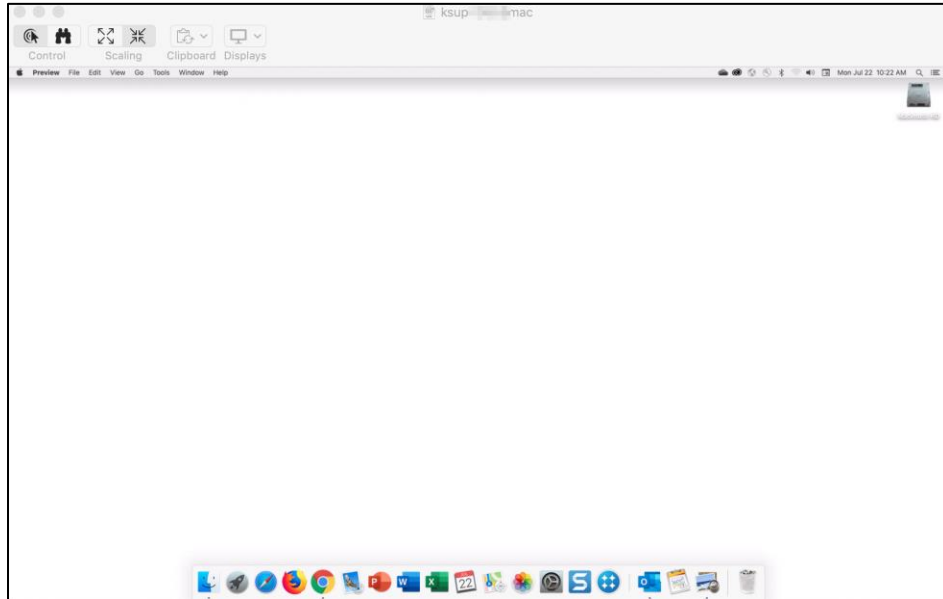


Figure 15 - Connected

## Disconnecting the Screen Share and VPN Connections

1. To disconnect from the screen share, in the menu bar, click **Connection** (See Figure 16).
2. In the drop-down menu, click **Close** (See Figure 16).

**Note:** You may also click the **Exit** button at the top of your screen share window. This will close your connection to your office Mac.

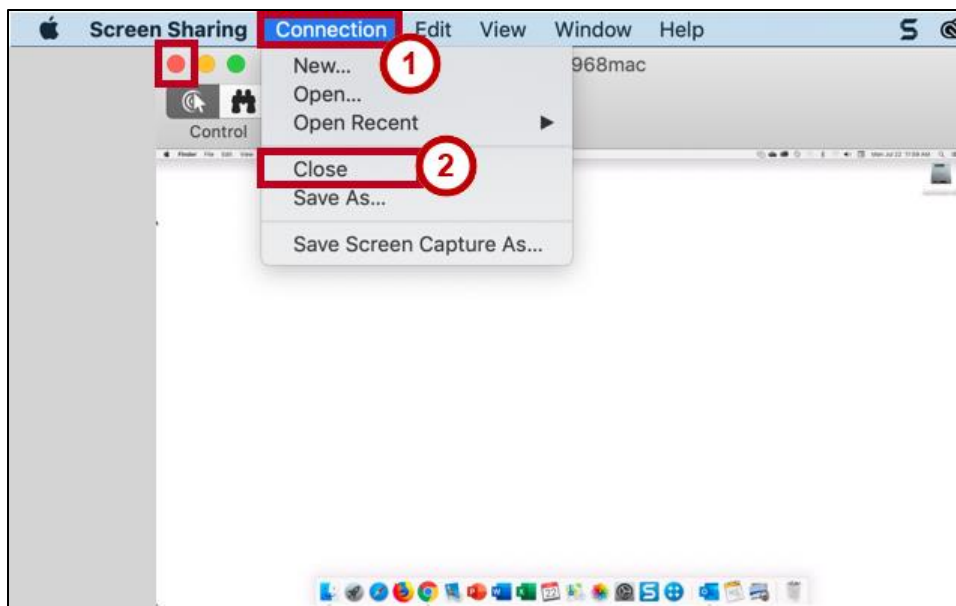


Figure 16 - Disconnect From Screen Share

3. To disconnect from the network, click the **GlobalProtect icon** in the menu bar.



Figure 17 - GlobalProtect in Taskbar

4. Click **Disconnect**.

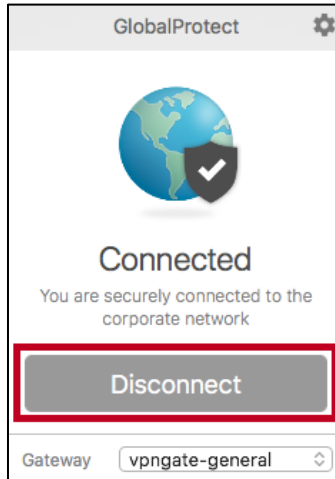


Figure 18 - Disconnect