UNC FINANCE AND OPERATIONS Instructions: Connecting to Cisco AnyConnect (VPN)

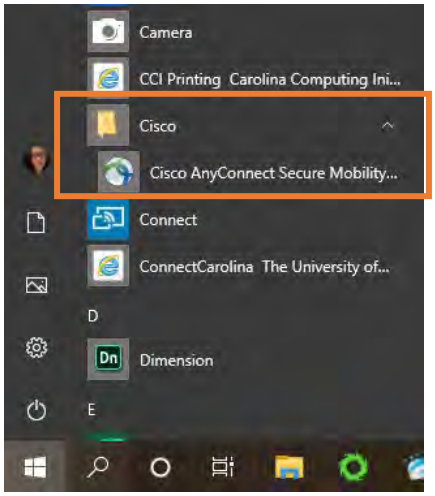
The University of North Carolina at Chapel Hill (UNC-CH) uses Cisco AnyConnect as its Virtual Private Network (VPN). This application provides you with an encrypted connection (secure tunnel) from off campus to gain access to UNC-CH internal network applications such as Connect Carolina and shared network drives to complete work that may require trusted access, just as if you were physically on campus.

Note: You must have Cisco AnyConnect installed and be connected to the internet prior to completing the steps below.

Important: Cisco VPN only protects VPN traffic to/from the UNC network. It does not protect your information going to/from other websites. Ex. This VPN does not protect your online shopping or banking data when travelling.

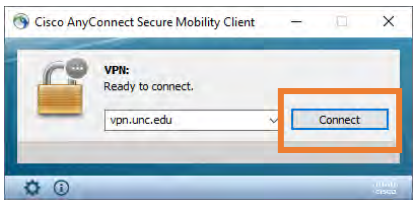
Connecting to Cisco AnyConnect (VPN)

1. Select **Cisco AnyConnect Secure Mobility Client** from the Start menu. You can search for it in the search bar if you do not see it listed.



Result: The Cisco AnyConnect Secure Mobility Client and Cisco AnyConnect and a window will appear.

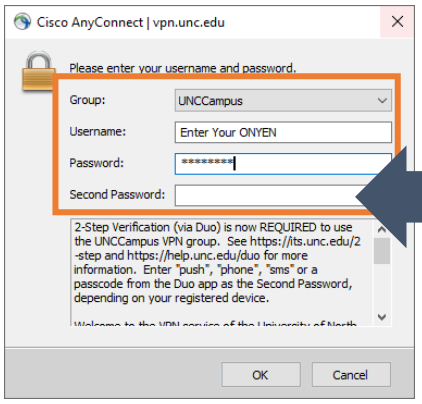
2. Click **Connect** by the “VPN: Ready to connect” drop down menu.



Note: The ***Cisco AnyConnect VPN Client*** should be pre-configured. If the entry screen does not appear as above type **vpn.unc.edu** into the "Ready to connect" drop-down window next to the "Connect" button.

3. On the pop-up menu please choose the following:

    a. Group is auto populated. (Unless instructed otherwise, this field should be "UNCCampus".)
    b. Enter your ONYEN if it does not auto-populate.
    c. For Password, Enter your ONYEN Password.
    d. For Second Password, enter a DUO command. For additional instructions, see the section **Understanding Second Passwords & DUO Commands** on the next page.

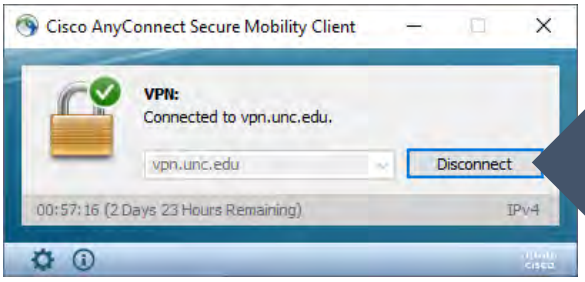


Second Password
Be sure to enter a DUO command that is configured with your account. For example, if you type in "push" it will send a push notification to your phone/device.

Result: You will receive a DUO Authentication confirmation request based on the DUO command you enter from Step 3d.

4. Confirm you DUO Authentication based on the command you entered from Step 3d.

Result: You will be connected to the VPN and a green check mark will appear over the lock icon.



Disconnecting from VPN
To disconnect from the VPN locate Cisco AnyConnect icon on your Task Bar ( ) or complete step 1 from the first page. Then click the **Disconnect** button.

Understanding Second Passwords & DUO Commands

Use the table below to identify the Second Password you should enter for first, second, or third types of DUO Commands. If you do not have access to your Primary method of Duo Command, you can select Second and Third DUO Commands that are configured with your account to confirm your DUO authentication.

DUO Command Options	Description	Primary DUO Command	Second DUO Command	Third DUO Command
push	Push a login request to your phone (if you have Duo Mobile app installed and activated on your iOS, Android, or Windows device). Just review the request and tap "Approve" to log in.	push	push2	push 3
phone	Authenticate via phone call back.	phone	phone2	phone3
sms	Get a new batch of SMS passcodes. Your login attempt will fail — log in again with one of your new passcodes.	sms	sms2	sms3
passcode	Log in using a passcode, either generated with Duo Mobile app, sent via SMS, generated by your hardware token, or provided by an administrator.	Enter code (For example: 123456 or 1456789)		