



AIGLON
Switzerland

Aiglon College VPN User Guide

Connecting to Aiglon from ANYWHERE

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Where to Start

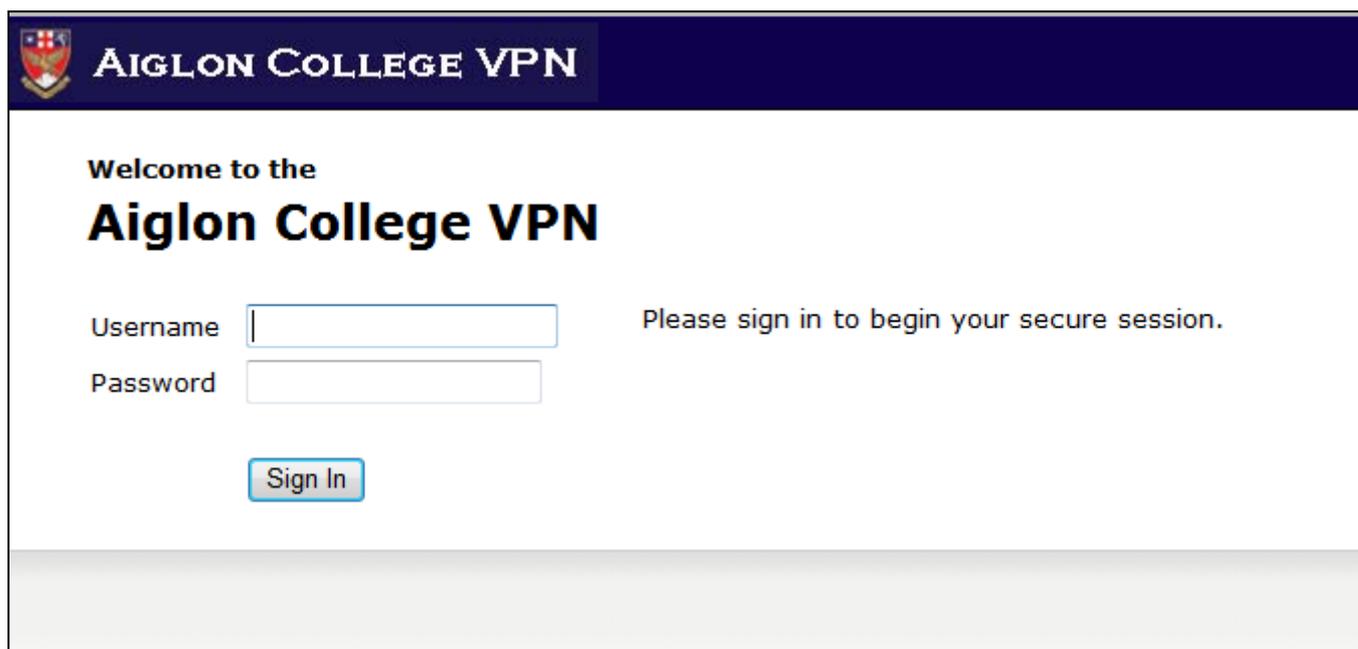
This guide will explain how to connect to the VPN from a PC, Mac and your mobile device running Android, Apple iOS or Windows. You may need to read either the PC, Mac or Mobile devices area, depending on what you are planning to use. Once you have read that, continue with the next section

The VPN Interface

The Login Page

We assume here that you have installed the software for the PC or Mac already. If not, please refer to the section explaining how to do this. Although the screens show here are from a PC, Mac users should see a similar screen when they connect.

In order to start your VPN session please visit <http://vpn.aiglon.ch> From here, read the notice and follow the links to the login page. You will then arrive at the login page for the VPN



AIGLON COLLEGE VPN

Welcome to the
Aiglon College VPN

Username

Password

Please sign in to begin your secure session.

Your **username** and **password** are the **same** as you use to logon to Aiglon network when you are **on campus**.

Type your username in the Username box and then your password in the Password box and click sign in.

NB

PLEASE BE VERY VERY CAREFUL WHEN YOU ARE TYPING YOUR PASSWORD. MAKE SURE THE NOBODY IS LOOKING OVER YOUR SHOULDER! And Make sure you log off and exit the Browser when you are done.

If at all possible, do not use a Public PC but rather your own or a known friend or reputable organisation's PC.

The VPN Home Page

There are 6 main parts to this Home Page

1. The Welcome message
2. The Menu
3. Web Bookmarks
4. Files
5. Terminal Sessions
6. Client Application Sessions

Let's go through them in order...

The Welcome Message

Welcome to the Aiglon College VPN - You are logged in as a member of Staff (Teaching).

This welcome message will confirm who you are logged in as (and determine what subsequently icons you will receive).

The Menu



The menu will appear on all pages when you are connected to the VPN system.

- Home – will send you back to the VPN home page.
- Preferences – allows you to edit certain parameters of your connection.

- Help – Provides help on the VPN.
- Sign Out – Logs you out of the VPN. PLEASE Log out when you are done.

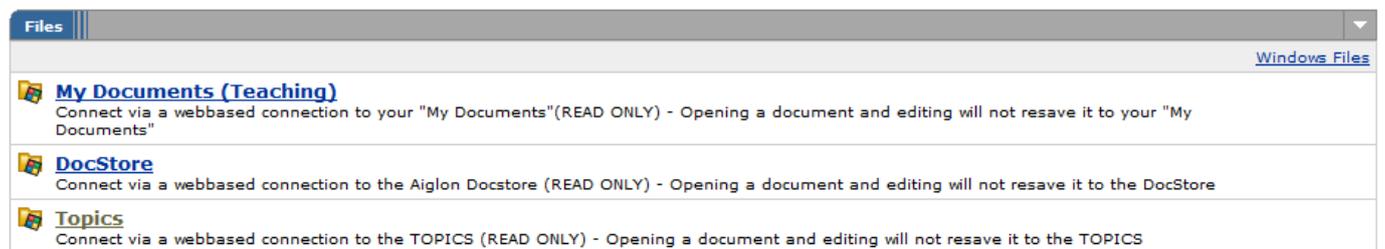
Web Bookmarks



NB: The number of web bookmarks available to you will change depending on your permissions, you might see more or less than this screenshot...

These are bookmarks for commonly used web based service at Aiglon. All you have to do is click on one and the corresponding resource will open (in a new window). The internal resource will ALWAYS take into account who you are logged in as and then show you the corresponding information. For example as a student logging into the intranet you won't be able to see the STAFFROOM area of the INTRANET.

Files



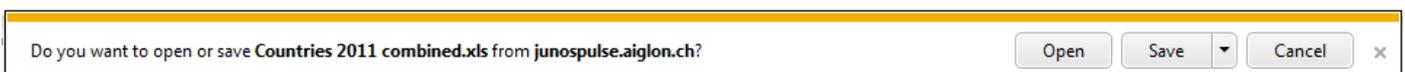
NB: The number of file areas available to you will change depending on your permissions, you might see more or less than this screenshot...

These are web based connections to your commonly used internal files and folders. The idea of this system is to provide you quick access to a document that you need to refer / download or print away from Aiglon.

In order to access the files, click on the corresponding folder heading and navigate through the folder structure to find the file that you are looking for.

<input type="checkbox"/>	Interview Lessons	Folder		Thu Sep 24 14:23:20 2009
<input type="checkbox"/>	Junior School	Folder		Tue Apr 20 10:45:26 2010
<input type="checkbox"/>	Video	Folder		Thu Oct 8 10:02:52 2009
<input type="checkbox"/>	Videos	Folder		Fri Sep 16 16:40:37 2011
<input type="checkbox"/>	Year 9 - 3rd Year	Folder		Mon Jun 13 10:55:59 2011
<input type="checkbox"/>	Your Mark reading	Folder		Sat Dec 3 15:40:49 2011
<input type="checkbox"/>	Countries 2011.mdb	File	548 KB	Mon Nov 28 13:56:39 2011
<input type="checkbox"/>	Countries 2011 combined.xls	File	17.50 KB	Fri Dec 2 19:39:41 2011
<input type="checkbox"/>	rawgeographyproject.doc	File	92 KB	Fri Sep 24 09:33:04 2004
<input type="checkbox"/>	Thumbs.db	File	43.50 KB	Mon Apr 18 09:05:15 2011

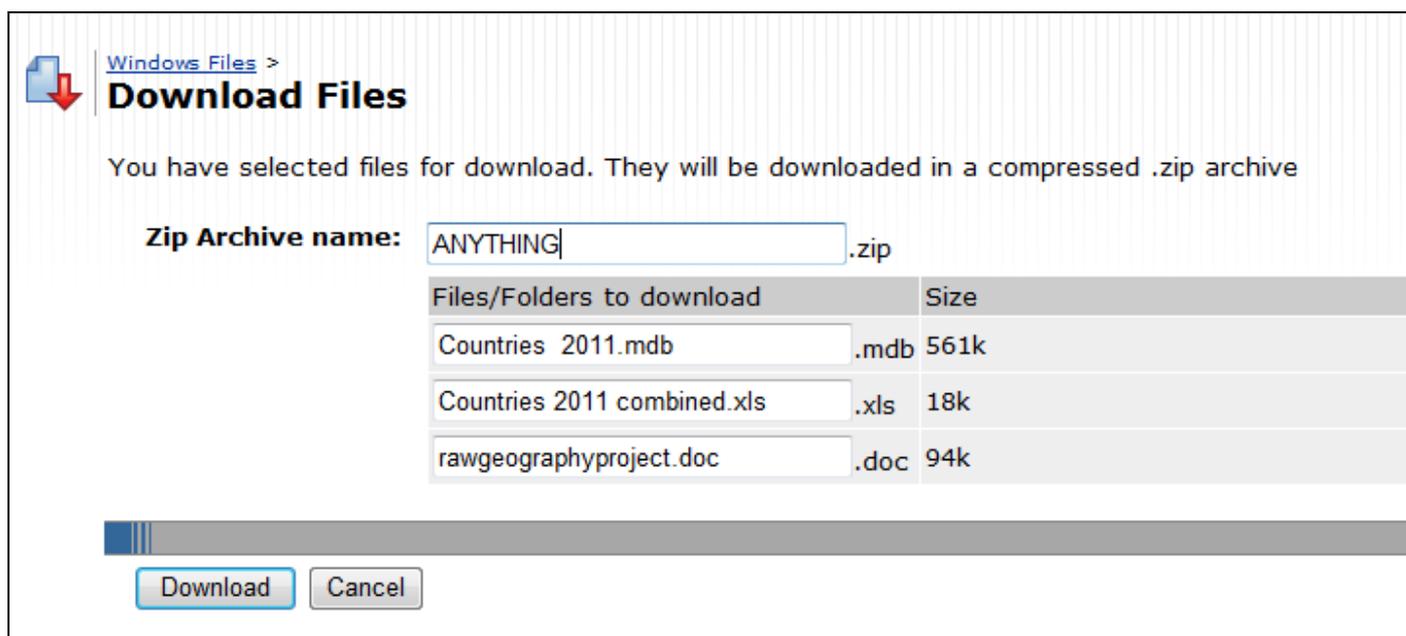
When you have found the file for example "Countries 2011 combined.xls" click on it to download and choose "Open" or "Save on the ensuing pop up (as you would when downloading something from the internet).



If you want to download multiple files then you can place a tick next to all of the files that you want to download and then click the “Download” button at the top of the page.

<input checked="" type="checkbox"/>	Countries_2011.mdb	File	548 KB	Mon Nov 28 13:56:39 2011
<input checked="" type="checkbox"/>	Countries_2011_combined.xls	File	17.50 KB	Fri Dec 2 19:39:41 2011
<input checked="" type="checkbox"/>	rawgeographyproject.doc	File	92 KB	Fri Sep 24 09:33:04 2004
<input type="checkbox"/>	Thumbs.db	File	43.50 KB	Mon Apr 18 09:05:15 2011

You will then be given a window that asks you for a filename in order to ZIP the files together in one file before it will download it to your PC. This will save some bandwidth.

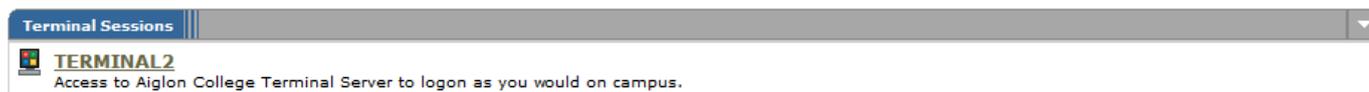


You can choose anything for the file name and then click the “Download” button to download the ZIP file to your computer where you will be able to open it revealing all the files that you ticked.

IMPORTANT NOTE

If you want to edit a document AND save your changes back to the original rather use a “TERMINAL SESSION” (which is documented further on in this guide).

Terminal Sessions



Terminal Sessions are the most useful part of the VPN tools, they allow you to log on to a server at Aiglon acting and behaving just like a PC. In order to start a session click on the server link available to you.

Please wait...

Launching Terminal Services Session. This may take from a few seconds to a couple of minutes, depending on your bandwidth.

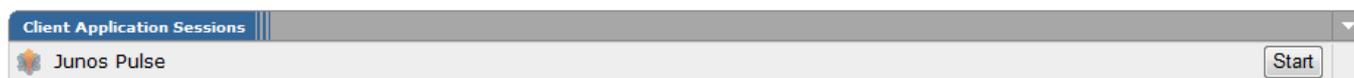
The first time that you launch this type of session from a computer you might be prompted to install an “Add In” and asked whether you are happy to proceed. Once again the type of popup you could receive depend on your Operating System and browser versions and therefore cannot all be shown here. But look out for popups asking you to “Allow” and “Accept” and in a couple of seconds you will be faced either with a logon screen or directly your desktop. If you are faced with a logon screen then just logon again with your Aiglon username and password.

Your desktop should resemble that of the one that you see when you are logged in on campus. You can then use things such as the MIS, Outlook, Word and Excel.

Printers

Printer will be redirected into the TERMINAL SESSIONS meaning that you should be able to print from the session to a printer connected to the physical computer that you are using.

Client Application Sessions



The Client Application Sessions section is for advanced VPN users and is outside the scope of this user guide. If you would like to find out about the possibilities then please come and speak to Computer Services directly.

Logging Out

When you are finished using the VPN you **must** LOG OUT using the “Sign Out” button on the menu



Please disconnect from the VPN as soon as possible. We have a limited number of licenses available and if you are staying connected, someone else may not be able to Log in.

Session Timeout

The VPN system knows when your session is active and when it is it will make sure that the connection is kept open. But when the session has been idle for a pre determined amount of time you will automatically be logged out and will have to type your username and password in order to get back in. Although this might sometimes seem like a pain it is imperative in order to keep bandwidth usage to a minimum and security at a maximum.



Welcome to the

Aiglon College VPN

Sorry, your session has timed out. For increased security, please close your browser.

[Click here to sign in again](#)

Connect using a Windows PC or Mac

PC - Installing an Active X component

The first time that you sign in the VPN system will ask you if you want to install an “Active X” control.

The windows that will appear will differ between operating system and browser versions and therefore to show all of the combinations here would be difficult. Therefore please give the pop ups that appear on your computer a good read and make sure that you look for buttons with words like “Allow” / “Install” etc. – Below are some examples of pop ups that you are likely to see!

Installation of Juniper setup ActiveX control requires your attention.

Please click on the Internet Explorer Information Bar located at the top or bottom of your browser to continue the installation. If you do not see the information bar or you want to skip installation, please [click here](#) to continue. If you choose to skip, you will not be prompted for ActiveX installation unless browser cookies are cleared.

ActiveX installation will be automatically skipped in **7 seconds**.

For more information, please [click here](#).

This webpage wants to run the following add-on: 'Control name is not available' from 'Not Available'. [What's the risk?](#)

Allow

This website wants to install the following add-on: 'JuniperSetupClient.cab' from 'Juniper Networks, Inc.'. [What's the risk?](#)

Install



Once the active X has been installed you should arrive at the Home Page for the VPN system.

You may receive some warnings about the certificates – accept this certificate for the moment. Certificates are used to verify the identity of the server that you are trying to connect to – in this case, the Aiglon VPN server.

Connect using a Mac

You may receive some warnings about the certificates – accept this certificate for the moment. Certificates are used to verify the identity of the server that you are trying to connect to – in this case, the Aiglon VPN server.

Mobile Devices

The VPN is capable of receiving connections from a number of different mobile devices, including Apple, Android and Windows Mobile. These devices allow access to certain resource via an application and also create a VPN tunnel to allow access from other native applications to Aiglon's internal resources.

Android

Since the Android OS are available on so many different platforms, it is impossible for us to give you screenshots or explicit directions on how to install or configure the VPN.

However, we hope the following few guidelines might be helpful.

On the Android Device, go to the Market and search for Junos Pulse. Download and install the version for your device or the generic version if it is not listed.

Open the application and add a new connection by clicking on the Connections button – Add Connections.

Give it a name like Aiglon VPN, and enter the URL: <https://vpn.aiglon.ch>. Click on Create Connection.

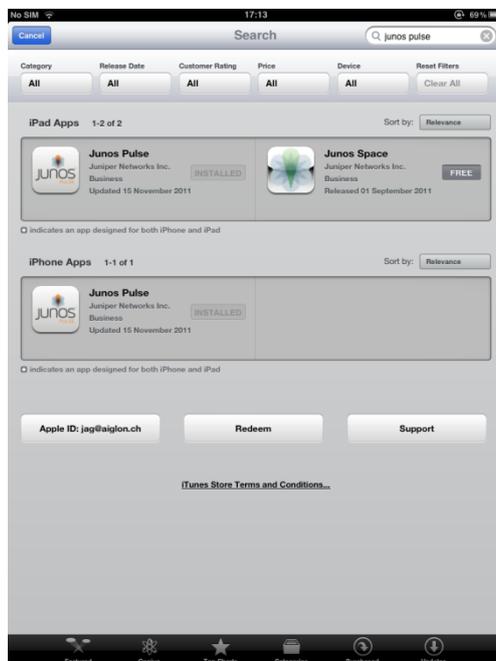
You can now connect using this connection use your normal Aiglon username and password.

Apple iOS

Juniper Systems (that make our VPN Solution) have created a very nice application for iOS devices (iPhone / iPod touch / iPad) that can seamlessly connect to the VPN and provide you access to documents and even terminal sessions right from your iOS device.

Application Installation

Search for an application in the AppStore called “Junos Pulse” (its free!) and download it.



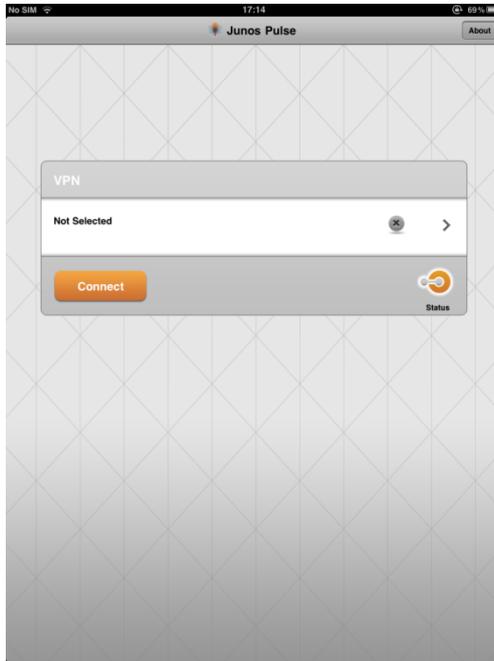
Application Configuration

Look for the Junos Pulse icon on the iOS devices home screen and tap it (it looks like this..)

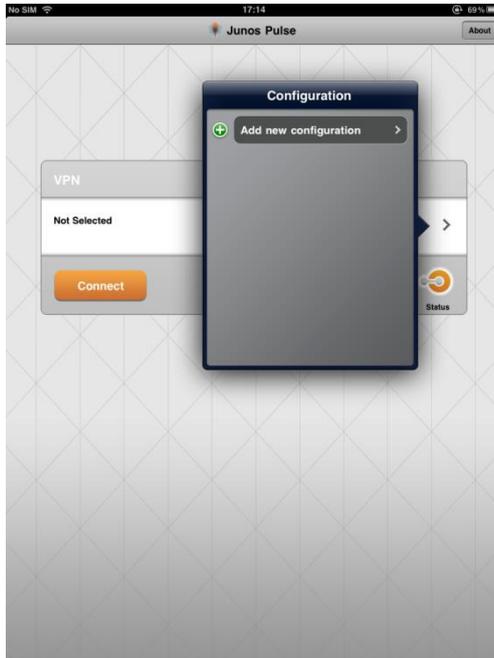


Now for the technical bit!

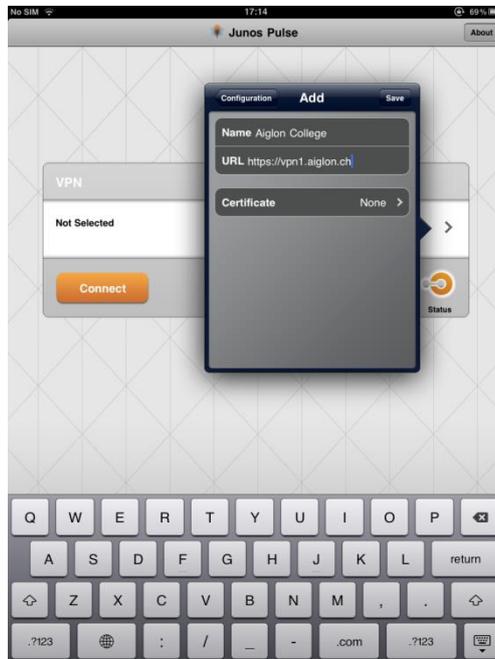
Please be careful that you follow this guide exactly or the application WILL NOT WORK!



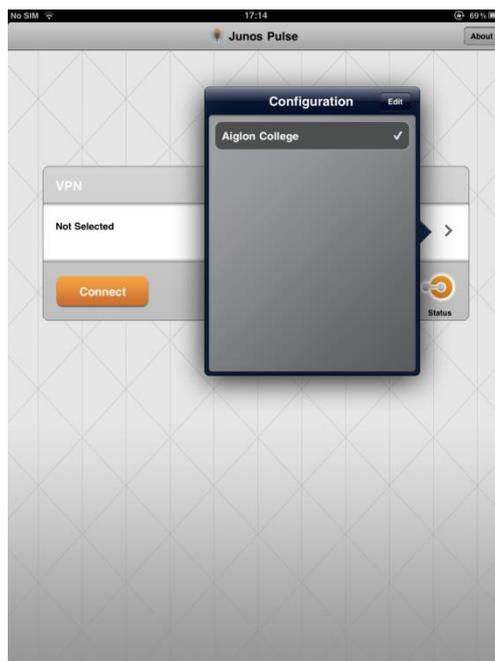
Click on the little grey arrow pointing “right” in order to add a configuration.



Click on “Add New Configuration”

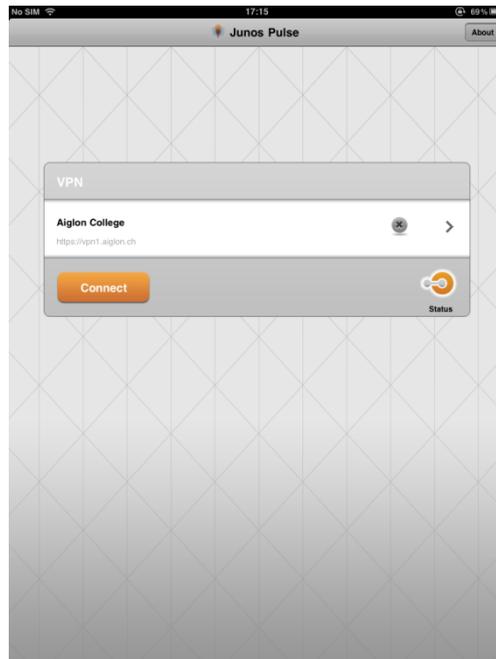


- In the Name field type “Aiglon College”
- In the URL field type <https://vpn1.aiglon.ch>
- Leave the Certificate area blank

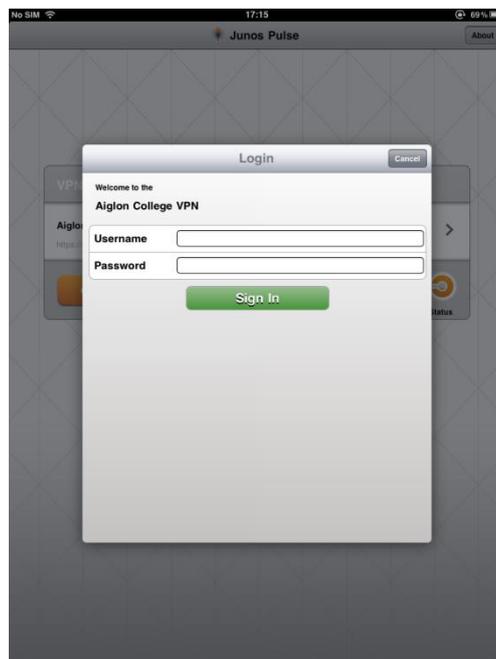


Click on the “Aiglon College” button in order to activate the configuration

How To Connect



Make sure that you have completed the configuration section and then click on the Connect button

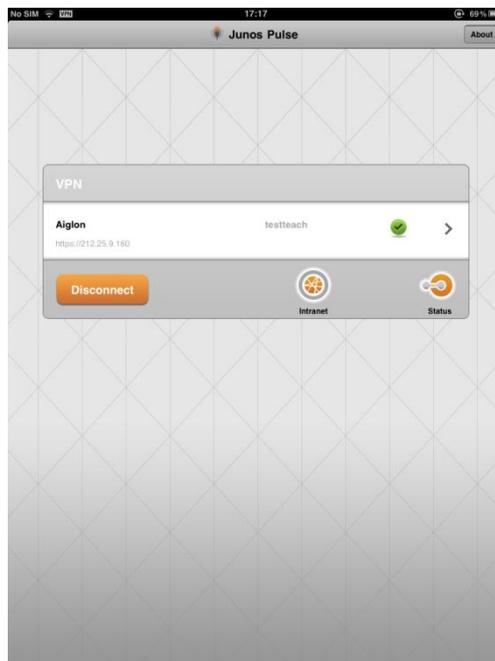


You will then receive a login screen where you should enter your normal Aiglon username and password and then choose Sign In.

NB PLEASE BE VERY VERY CAREFUL WHEN YOU ARE TYPING YOUR PASSWORD AS EACH LETTER WILL BE SHOWN AS YOU TYPE IT. MAKE SURE THE NOBODY IS LOOKING OVER YOUR SHOULDER!



Wait for the system to verify your username and password and connect you to Aiglon



When you are connected the login screen will disappear and the “Connect” button will turn into a “Disconnect” button.

You should also see a little green tick / your username and a new button called “Intranet”

TIP

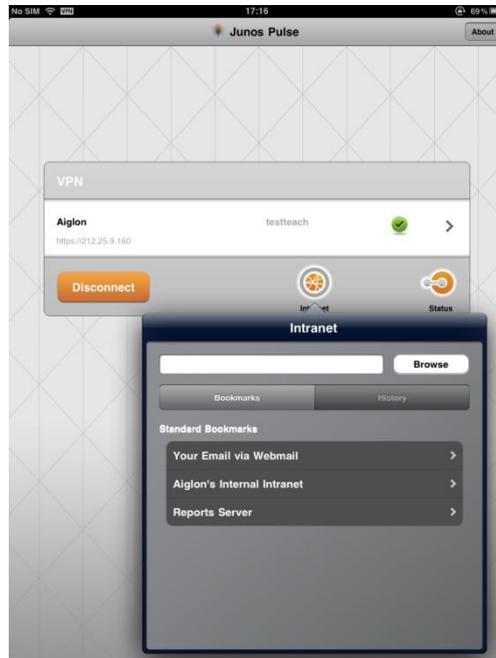
You can close the application and still know that you are connected as your iOS device will show a little VPN icon next to the Wifi signal in the top left hand



Accessing Internal Web based resources

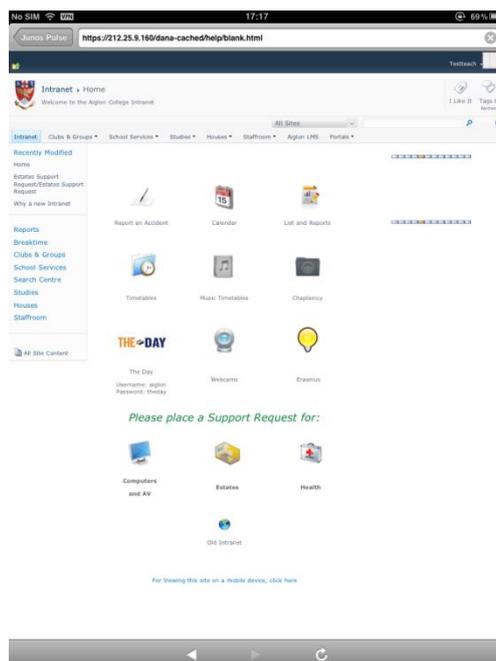
Make sure that you are connected to the VPN Gateway by following the “How to Connect” section.

Click on the Intranet button to show the items that are under the “Web bookmarks” area of the normal connection. Choose the service that you want to connect to.



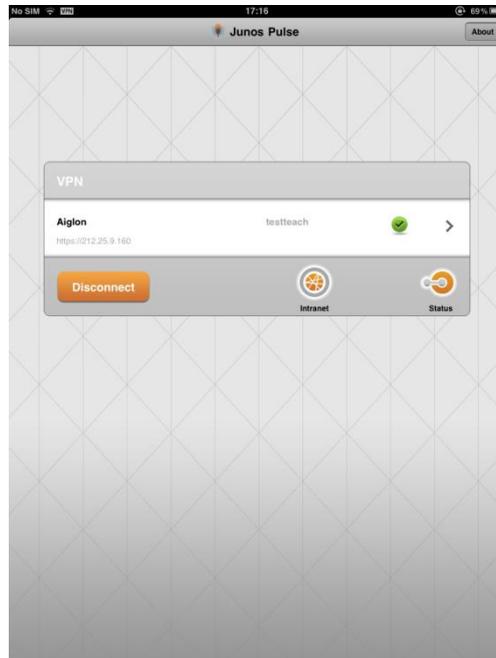
In the Web Bookmarks section you will find links to commonly used sites like the Intranet.

The site will be opened in a new window where you can continue.



Disconnecting from the VPN

Please disconnect from the VPN as soon as possible. We have a limited number of licenses available and if you are staying connected, someone else may not be able to Log in.



In order to disconnect from the session then click on the “Disconnect” button.

Windows Mobile

Please visit the website in the normal way through <http://vpn.aiglon.ch>

Accessing your Documents

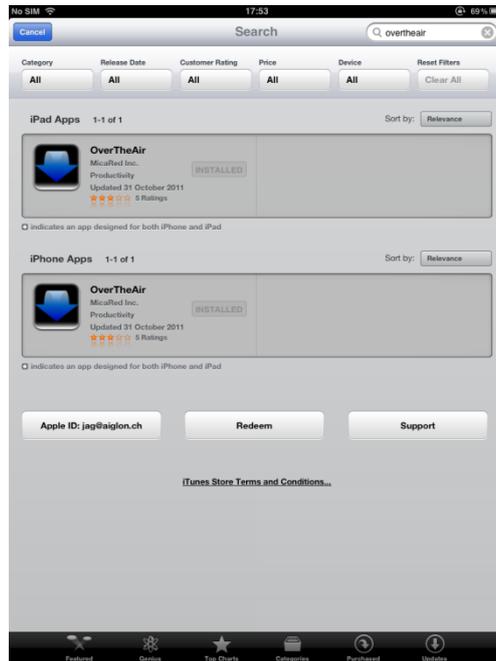
Aiglon provides access to your “My Documents” via a protocol called WebDAV, there are a lot of applications available for Apple iOS or Android that allow you to connect to private WebDAV servers. Some cost money and some don't!

For the iPads we recommend Over The Air (it's free!).

Therefore this guide will explain how to connect to your documents using the VPN and Over the Air but we hope that the material can be used to configure your preferred WebDAV client as well.

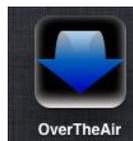
Configuring Over the Air for Apple iPad

Installing the Application Over the Air

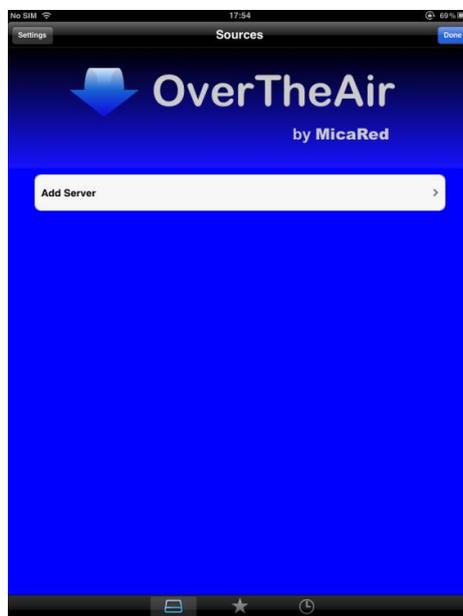


You can download Over the Air from the AppStore

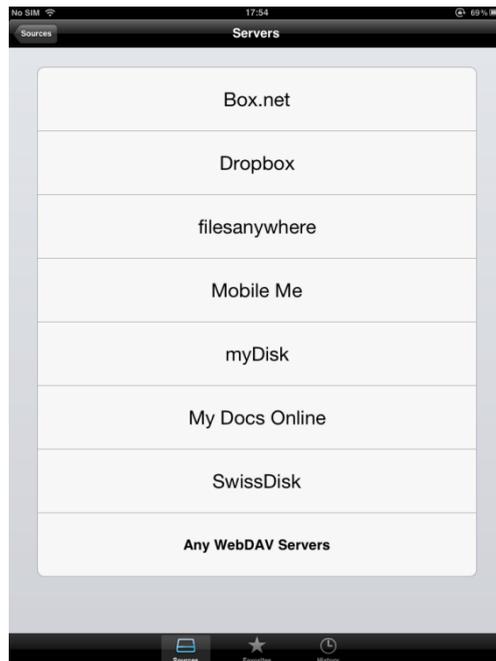
Configuring the Connection



Find the Over The Air app and open it.



Choose “Add Server”



Choose “Any WebDAV Servers”



Type the following information

- Display Name: Aiglon My Docs
- URL: <https://staffdisk.aiglon.ch/USERNAME> or <https://studentidisk.aiglon.ch/USERNAME>
- User ID: Your Aiglon Username
- Password: Your Aiglon Password

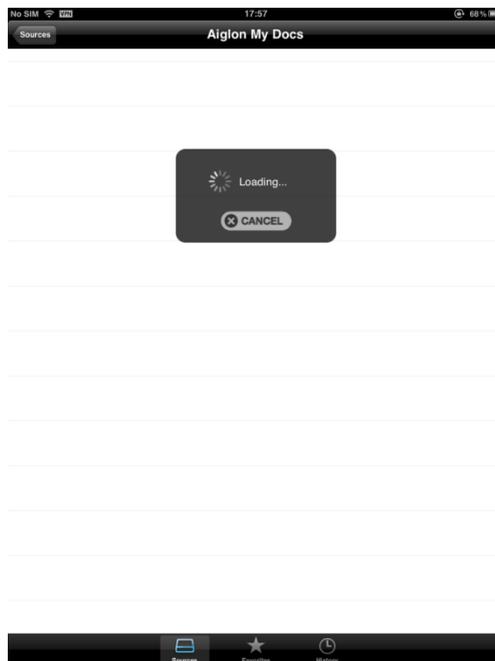
Choose SAVE from the top right..

Connecting to your Documents

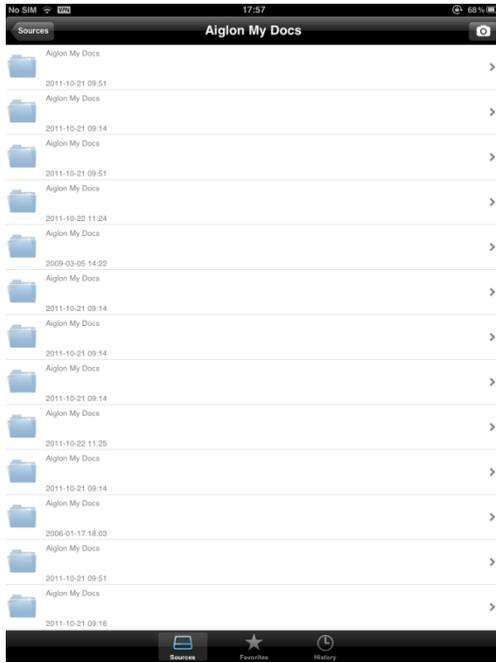
Make sure that you have already connected to the VPN with the Junos Pulse application otherwise this connection will fail.



Click "Aiglon My Docs"



Wait for the connection...



Enjoy your connection!

Accessing a Terminal Sessions (advanced users)

To be able to log on to a Aiglon PC from a remote location, you need to setup a Terminal Session. Sounds fatal but its easy!

To access the Windows Terminal Services you will need an application that supports the Remote Desktop Protocol (RDP). There are a number of applications in the AppStore that allow an RDP connection to Aiglon Servers, some cost and other don't.

Computer Services recommends RDP Lite and therefore the step by step here has been made with this. If you have another application and are having trouble configuring it then please see Computer Services directly.

PLEASE NOTE THAT THIS IS ONLY AVAILABLE TO STAFF AND NOT STUDENTS

Configuring RDP Lite for Terminal Services

Setting up the Connection

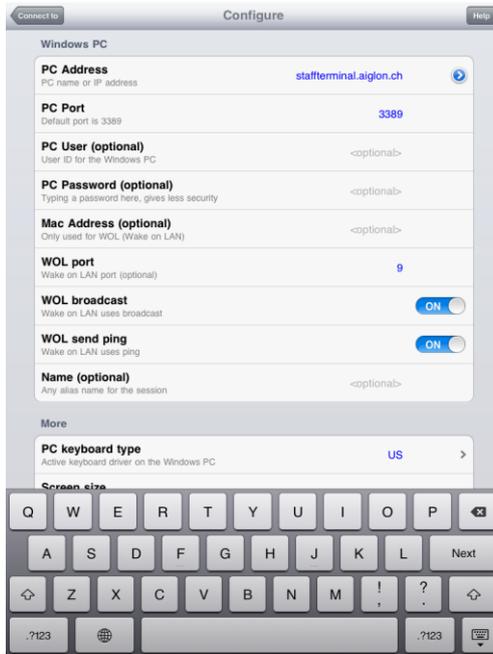
Download the RDP Lite application from the AppStore



Click on the RDP Lite Application (should look like this!)



Click the "New" button to create a new configuration.



The only thing that you need to fill in is the “PC Address” which needs to be **“staffterminal.aiglon.ch”**

Connecting to the Terminal Session

Start up the Junos Pulse VPN application and connect to the VPN Gateway

Make sure that you have followed the guide about the setup

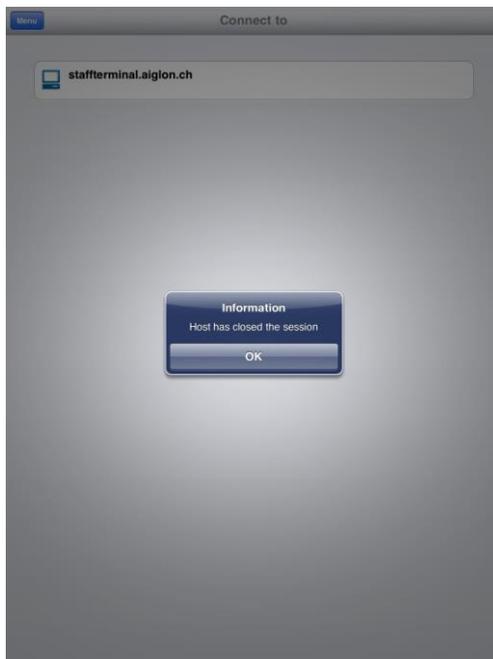


Choose “Connect” from the Menu button on the “top left” of the app.

Choose staffterminal.aiglon.ch from the list.



Enjoy your connection!



To close your connection click the home button...