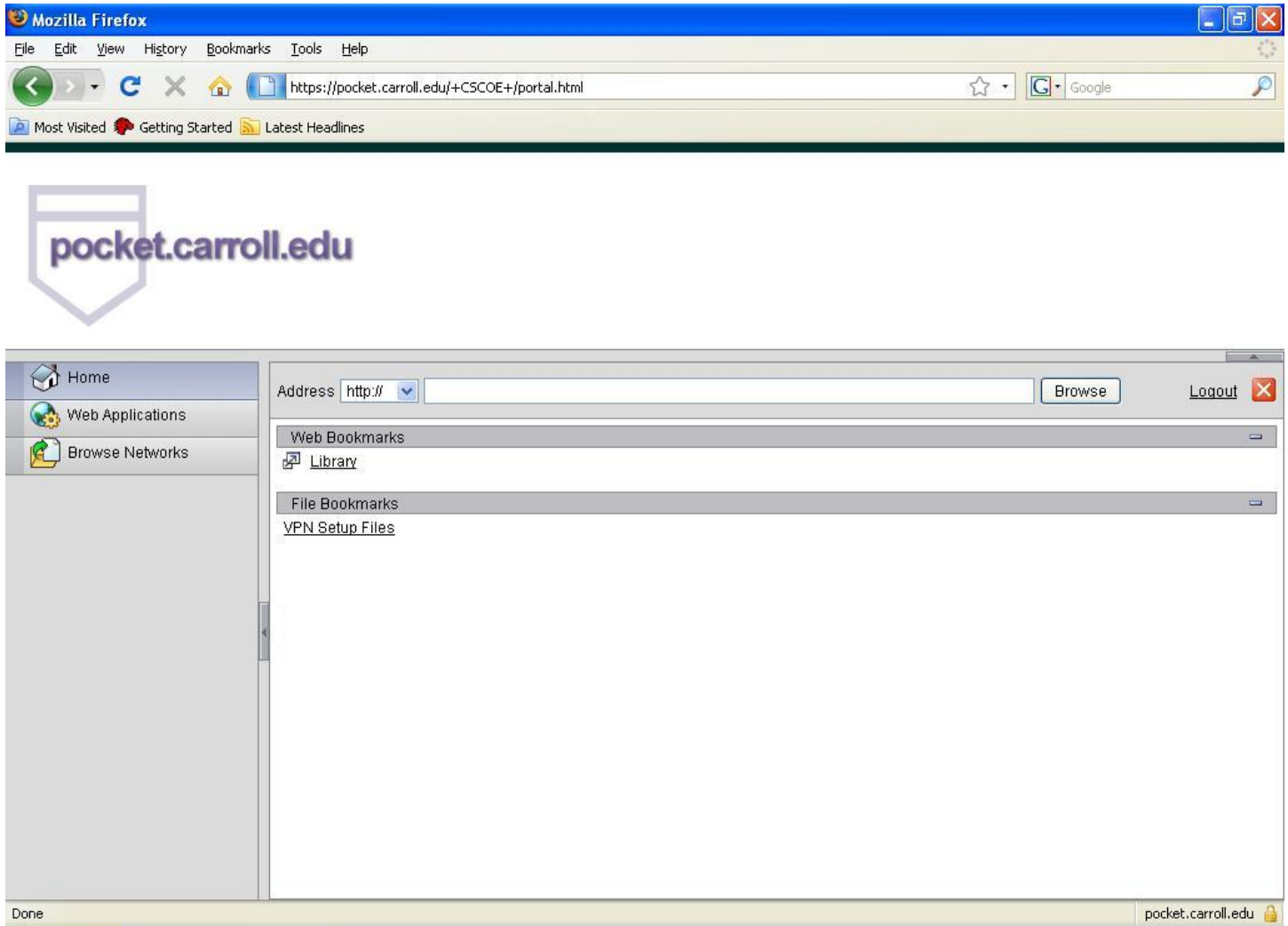


Accessing your X Drive

Open a browser (IE, Mozilla or Safari) and navigate to the following link: <https://pocket.carroll.edu> you will be presented with a logon page. Enter your username and password and click login.

After you log in you will be presented with the following webpage:



Click on the link called “VPN Setup Files”, this will take you to a new page with files listed below.

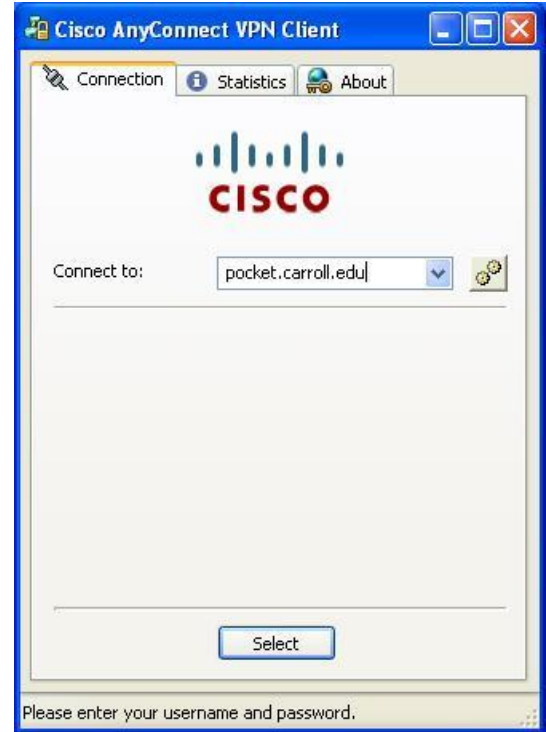
Windows users download the following files:

- anyconnect-win-2.3.2016-pre-deploy-k9.msi
- studentshares.exe

Mac Users just download the “anyconnect-macosx-i386-2.3.2016-k9.dmg” file.

Installing the VPN Client

1. Locate where you downloaded the anyconnect file and run the installation agent to install the client
2. Open the client under Start Menu -> All Programs -> Cisco
3. Type in pocket.carroll.edu in the Connect To box as shown on the right and press Select
4. Type in your username and password as shown below and press Connect
5. Once it has connected you will see an icon like the one to the lower right.



Windows Icon



Mac Icon



Important Notes:

- Once you have this tunnel established you will not be able to browse the internet until you logout of your session.
- The icon will have a lock symbol like the picture in the windows Icon when there is a secure VPN tunnel established. When there is no VPN tunnel there will be no lock symbol.
- Right clicking on the icon will give you two choices "Disconnect" and "Quit". Make sure that you disconnect before you quit the application. If you quit or shutdown without disconnecting you will leave your VPN tunnel active and have problems next time you login.

Accessing your X Drive

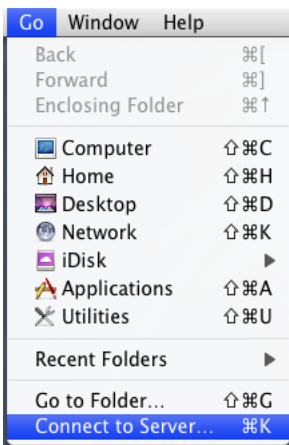
Opening your X Drive

After you have successfully setup an AnyConnect VPN client you will be able to open up your X drive on your local computer so that you can modify your files without ever removing them from the server. Follow the instructions below based on what operating system that you are running.

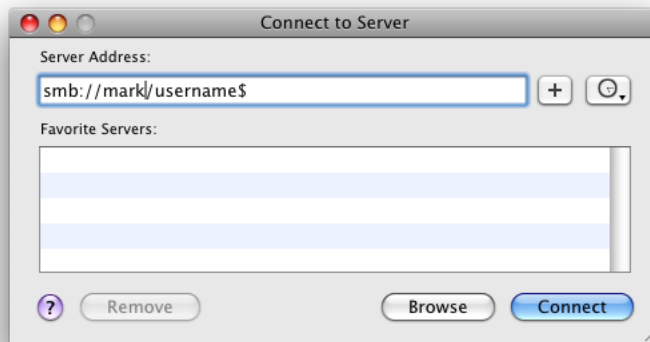
Windows:

1. Locate the file called StudentShares.exe that you downloaded at the first step and double click it.
2. Choose X drive or Class Shares and then put in your Username & Password
3. Click Ok (hitting enter doesn't work)

Mac OS X:



Click go and then click on Connect to Server...



Type in the text as it shows in the boxes substituting your username for "username". Hit Connect after you put in the info when it asks you for a username and password put in your username as: carroll\username (substituting username for your username)