

Overview

A Virtual Private Network (VPN) secures connections between Internet endpoints to ensure data remains secured and confidential during Internet exchange. Network Box supports **PPTP**, **IPSec**, and **SSL VPN** protocols. This document will go through the steps on how to set up an SSL VPN client for the various platforms.

Before you begin, please ensure that you have the **.ovpn** configuration file. If you do not have this, please contact your local SOC, and they will pass this onto you.

Windows platform

There are numerous SSL VPN clients available. For the Windows platform, Network Box recommends **OpenVPN**. Below are the installation steps.

Please note, for this example, the menus and screenshots are taken from Windows 7; appearance for other Windows versions may vary slightly.





Windows platform

Step 2

After the installation is complete, launch the OpenVPN application by clicking the OpenVPN GUI short-cut on your desktop.



Step 3

When you open the application, you will see the OpenVPN application icon in your taskbar.

Right-click the OpenVPN icon and select: *Import file...*

From the pop-up window, select the **.ovpn** file provided by Network Box. When the import is complete, there will be a message informing you that the import was successful.

Step 4

To open the VPN connection, right-click the OpenVPN application icon and select: **Connect**

From the pop-up window, enter your **Username** and **Password**.

Network Box should have already provided this. Please contact your local SOC otherwise.

Notes:

- If you have disabled dual-factor authentication, you only need to enter your login credentials.
- If you have enabled dual-factor authentication, please enter your login credentials and your
 TOTP (Time-based One Time Password). A TOTP Authenticator will provide this. Please see page 7 for details on how to set-up dual-factor authentication.









Mac OS platform

Mac OS platform

For the Mac OS platform, Network Box recommends Tunnelblick. Below are the installation steps.

Please note, for this example, the menus and screenshots are taken from Mac OS X Snow Leopard; appearance for other Mac OS versions may vary slightly.



Step 2

Double-click the downloaded file to launch the installation shield.

From the new window, double-click the *Tunnelblick* icon to begin.



Step 3

Once the installation is complete, a new window will appear, click **Launch** to continue.

When the application launches for the first time, a configuration message will appear. Click **I have configuration files** to continue.





Mac OS platform

Step 4

To import the VPN configuration file, open the *Tunnelblick* application and drag-and-drop the **.ovpn** file into the *Configuration* window;

OR double-click the .ovpn file.



Step 5

When you import the file, a message window will ask you if you want to import the configuration for **All Users** in your computer or **Only Me** for your personal account. Select either to continue.

To complete the import process, enter the **admin** username and password for the computer; and click **OK** to confirm the import.



Step 6

To open the VPN connection, right-click the *Tunnelblick* application icon in your top menu and select: **Connect [your connection]**

OR open the Tunnelblick application and click **Connect**.

From the pop-up window, enter your login **Username** and **Password**.

Network Box should have already provided this. Please contact your local SOC otherwise.

Notes:

- If you have disabled dual-factor authentication, you only need to enter your login credentials.
- If you have enabled dual-factor authentication, please enter your login credentials and your **TOTP** (Time-based One Time Password). A *TOTP Authenticator* will provide this. Please see page 7 for details on how to set-up dual-factor authentication.







Mobile platform

Mobile platform

For the Mobile platform, Network Box recommends **OpenVPN**. Below are the installation steps.

Please note, for this example, the menus and screenshots are taken from an iOS 12.1 device; appearance for Android and other iOS versions may vary slightly.



Step 2

When the installation is complete, open your mail client and open the email containing the

.ovpn file. Press the file icon to import the file.

Network Box should have already emailed you the file. Please contact your local SOC otherwise.



Step 3

In the new window that appears, press **Copy to OpenVPN**. This will import the file to *OpenVPN* and automatically launch the app.





Mobile platform

Step 4

Once you are in the OpenVPN app, the **.ovpn** file should aready be there; press **ADD** to complete the import process.

	Profile
URL	FILE
1 new OpenVPN prof import abc_Company.c	files are available for
Stondard Profile	DELETE

Step 5

To finalize the configuration, input your Username, Password, and Title [optional]. When you have entered all the details, press **ADD**.

Imported Profile	ADD
Profile successfully imported	
Title	
abc_Company_VPN	
Username	
joe.user	

Step 6

To open the VPN connection, go to OVPN Profiles and select your profile. Move the slider to the right to start the connection.

From the pop-up window, enter your login Password and press **OK** to make the connection. **–**

Notes:

- If you have disabled dual-factor authentication, you only need to enter your login credentials.
- If you have enabled dual-factor authentication, please enter your login credentials and your **TOTP** (Time-based One Time Password). A TOTP Authenticator will provide this. Please see page 7 for details on how to set-up dual-factor authentication.





Dual-Factor Authentication

Dual-Factor Authentication

Dual-factor authentication can be enabled by Network Box or your company's IT Administrator. For your IT Administrator to activate it, he/she will need to go to your account settings in Box Office and click **Enable Dual Factor**. Once enabled, this will generate a QR code, which the IT Administrator should send to you.

Before you install your TOTP Authenticator, you will need to enable dual-factor authentication and the QR code.

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TOTP Authentication App

For a TOTP Authenticator app, Network Box recommends **Google Authenticator**. Below are the installation steps.

Please note, for this example, the menus and screenshots are taken from an iOS 12.1 device; appearance for Android and other iOS versions may vary slightly.

Step 1

Download and install the latest version of Google Authenticator. You can download the app from the **App Store** and **Google Play**:



https://apps.apple.com/us /app/google-authenticato r/id388497605 https://play.google.com/st ore/apps/details?id=com. google.android.apps.auth enticator2&hl=en





Dual-Factor Authentication

Step 2

Launch the Google Authentication app on your device and press **BEGIN SETUP**.



Step 4

Scan the QR code using the camera. When scanning, please ensure that the code is within the green camera borders.



Step 3

From the options, press Scan barcode.
 The app will then ask for permission to access your camera, press OK to allow access.



Step 5

Set-up is complete and your TOTP is now available for dual-factor authentication. Press + to add TOTP for other sites.



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