



## [Archived] How to Connect to OpenVPN Access Server for Vendors

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This article will show you how to use SOU's VPN service to access our campus network remotely. VPN access must be approved through the Information Technology department before you can use the service or properly follow along with the instructions in this article.

### Step 1 - Install OpenVPN Connect

Navigate to <https://openvpn.sou.edu>, sign in, and download the client for your host platform.



After you have successfully authenticated with Duo, the web page will prompt you to download the OpenVPN client for your computer's operating system. It should automatically recommend the right one for you. Click on the button featuring the logo for your operating system to begin the download.



Find the downloaded installer on your computer and launch it. If you have any trouble installing the OpenVPN client, contact your Computing Coordinator.

### Step 2 - Launch the OpenVPN Connect client and connect to openvpn.sou.edu

If prompted, enter "**openvpn.sou.edu**" into the text field for the hostname of the server, then click **Continue**.



Enter the appropriate Duo code when prompted.

- "push" - Enter this to receive a push notification from Duo on your enrolled smart phone.
- "sms" - Enter this to receive a text message from Duo on your enrolled smart phone or cell phone.

- "phone" - Enter this to receive a phone call from Duo on your enrolled smart phone, cell phone, or desk phone.
- token code - If you have a Duo token or want to use a passcode stored in the Duo app on your smart phone, enter the code in the text field.



You will receive a notification from Widows that you are now disconnected from the VPN service. The OpenVPN Connect icon will also change back to its disconnected state.