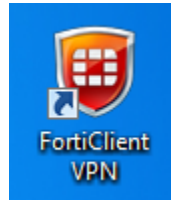
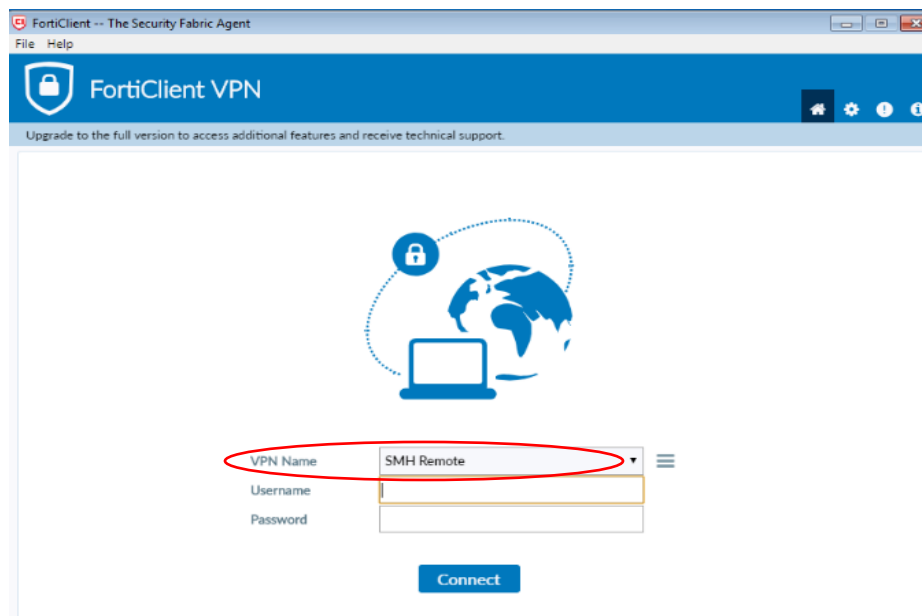


Using FortiClient VPN for Remote Access

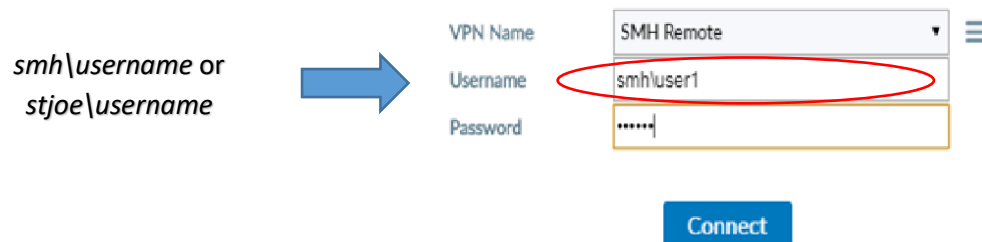
- 1) To begin, double click on the **FortiClient VPN** icon located on your workstation's Desktop and select




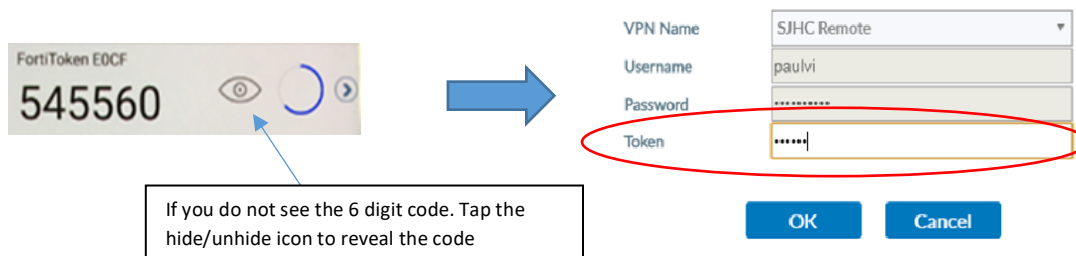
- 2) This will launch the following screen below. Depending on your hospital site, the **VPN name** will be automatically set by the IT team



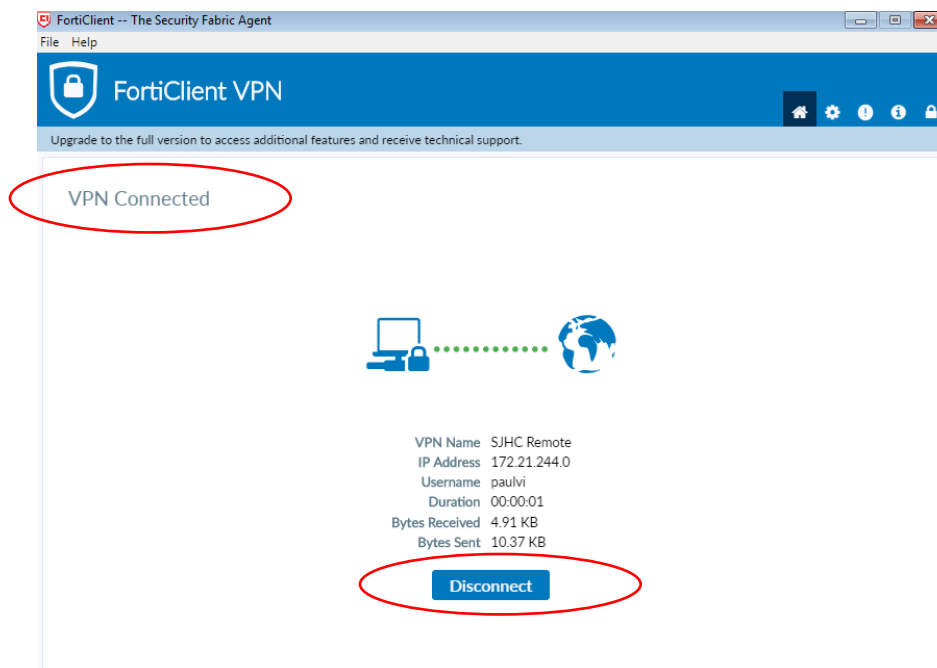
- 3) To Login, enter your site specific username (i.e. `smh\username`) and password as shown below and select **Connect**



- 4) The system will then prompt you to enter the FortiToken Code. To enter the code, go to your **FortiToken Mobile app**  on your **phone** and enter the 6-digit code as shown below. Click OK.



- 5) The following screen will show that you are now connected to your site's network and should have similar access as you have while working on site. You can now minimize the screen to continue work as per usual. To stop the FortiClient VPN, select "**Disconnect**"



- 6) If you see that your network drives are still not connected please go back to the **VPN folder** on your desktop and select **Connect Network Drives** (as per example below):



NOTE: If you require assistance with **FortiClient VPN** please email or call your site specific HelpDesk below

	St Michael's	St Joseph's	Providence
Helpdesk Number	416-360-4000 ext. 5751	416-530-6000 ext. 3805	416-285-3666 ext. 3000
Helpdesk Email	helpdesk@smh.ca	helpdesk@stjoestoronto.ca	helpdesk@providence.on.ca