1. Open up *network and sharing center* from Control Panel, and choose *Set up a new connection or network.*



2. Select *connect to a workplace.* Then click *Next.*

Set U	lp a Connection or Network		
	Connect to the Internet Set up a wireless, broadband, or dial-up connection to the Internet. Set up a new network Configure a new router or access point. Manually connect to a wireless network Connect to a hidden network or create a new wireless profile. Connect to a workplace Set up a dial-up or VPN connection to your workplace. Set up a dial-up connection Connect to the Internet using a dial-up connection.		E
		Next] []

3. Select Use My Internet Connection (VPN)



4. Enter 146.245.9.59 as the Internet address. BC_VPN as the Destination name. Click Next.

Type the Internet a	ddress to connect to	
Your network administra	tor can give you this address.	
Internet address:	146.245.9.59	
Destination name:	BC_VPN	
Use a smart card I Allow other peop This option allow Don't connect no	le to use this connection is anyone with access to this computer to use this cor w; just set it up so I can connect later	nnection.

5. Enter your BC email-ID which are the characters before the "@" symbol of your email address for the User name and enter the email password. Check off *Remember this password* to save credentials. Click *Connect*.

Connect to a Workpl	ace	
Type your user na	me and password	
User name:	netgroup	
Descuerde		
Fassword,	Show characters	
	Remember this password	
Domain (optional):		
		Connect Cancel

6. To disconnect from VPN. Select the connection icon at the bottom right of the



7. Select **BC_VPN**. Click Disconnect.

