Staying Secure While Traveling

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**Accessing Data Securely**

When traveling, make sure to connect to the VPN before doing ANY university business such as:

- Logging in to your UC email account
- Accessing any university resource
- Entering your UC credentials for ANY reason

**How to Connect Your Device to UC VPN**

**Windows**

*Automatic Installation*

1. Open a web browser and go to https://sslvpn.uc.edu. Log in with your CLS credentials.
2. Once logged in, there will be a “Client Application Sessions” section with Pulse Secure listed. To the right of that there will be a start button. Click “Start” to initiate the client download and installation.
   a. Java must be installed for this auto installation to work. You may receive a prompt asking to allow or block the java process. You must allow it to continue with the installation.
   b. If you are unable to run the auto install for any reason, see the manual install instructions below.
3. Depending on your machine security settings, you may receive several popup windows asking to allow permissions for Java to install the Pulse Secure client. Please read these carefully to ensure you are permitting the desired application.
4. Once the client is installed, it will automatically create an sslvpn.uc.edu profile and connect.
5. To disconnect the VPN client, open the Pulse Secure client and click “Disconnect.”
6. For future connections to the VPN you will only need to open the Pulse Secure client and click “Connect” next to the desired profile.

*Manual install*

1. Open a web browser and go to https://sslvpn.uc.edu/test. Log in with your CLS credentials.
2. Under the “Web Bookmarks”, click on the proper “Pulse Secure” link for your machine. This will start the download of the client.
3. Once the download has completed, browse to the folder location on your computer where the Pulse Secure file was saved.
4. Double click the Pulse Secure .msi installer file and click “Next”, then click “Install.”
5. Wait while the client is installed.
6. When the installation is finished, click on “Finish”.
7. Now that the client is installed, there will be an “S” icon in the notification area by the clock.
8. There may or may not be a configured profile already configured in the client. This depends on if a past client with a profile was installed on your machine. If you are upgrading and a profile already exist, skip to step 11. If a profile does not exist, continue to the next step.
9. Open Pulse Secure by clicking the “S” icon and selecting “Open Pulse Secure”.
10. Click on the “+” to create a new connection.
11. Leave Type set to “Policy Secure (UAC) or Connect Secure (VPN)”. Set the Name as “SA (sslvpn.uc.edu)” and Server URL to: “sslvpn.uc.edu”. Click "Add".
12. *If connecting to a different realm (i.e. rsa), enter the URL as sslvpn.uc.edu/<realm> (i.e. sslvpn.uc.edu/rsa)
13. Select the connection named “sslvpn.uc.edu”. Click “Connect”.
14. Enter your CLS username and password. Click “Connect”. ***CAUTION: If using a public/shared computer, please do NOT save your username and password.
15. To disconnect the client, click “Disconnect” next to the vpn profile.
16. Future connections will only require you to open Pulse Secure and click “Connect” on the desired profile. You will not need to login via a web browser.

Mac
Automatic install (Automatic Installation is currently only compatible with Firefox for Mac)

1. Open a web browser and go to https://sslvpn.uc.edu. Log in with your CLS credentials.
2. Once logged in, there will be a “Client Application Sessions” section with Pulse Secure listed. To the right of that there will be a start button. Click “Start” to initiate the client download and installation.
   a. Java must be installed for this auto installation to work. You may receive a prompt asking to allow or block the java process. You must allow it to continue with the installation.
   b. If you are unable to run the auto install for any reason, see the manual install instructions below.
3. Depending on your machine security settings, you may receive several popup windows asking to allow permissions for Java to install the Pulse Secure client. Please read these carefully to ensure you are permitting the desired application.
4. One the client is installed, it will automatically create an sslvpn.uc.edu profile and connect.
5. To disconnect the VPN client, open the Pulse Secure client and click “Disconnect”
6. For future connections to the VPN you will only need to open the Pulse Secure client and click “Connect” next to the desired profile.

**Manual Install (For all Browsers)**

1. Open a web browser and go to https://sslvpn.uc.edu/test. Log in with your CLS credentials.
2. Under the “Web Bookmarks”, click on “Pulse Secure for MAC” for your machine. This will start the download of the client.
3. Browse to the folder location on your computer where the Pulse Secure file was saved. Double click on the .dmg file to mount it and start the installation.
4. When the installation begins, click “Continue”.
5. Verify the installation location and click “Install” to continue.
6. Once the installation is complete, click “Close”.
7. Open the Pulse Secure client by clicking the icon in the toolbar and select “Open Pulse Secure”.
8. Click the “+” button on the bottom left of the client window to add a new connection.
9. Leave “Type” set to UAC or SSL-VPN. Set “Name” and “Server URL” to: sslvpn.uc.edu. Click “Add” *If connecting to a different realm (i.e. rsa), enter the URL as sslvpn.uc.edu/<realm> (i.e. sslvpn.uc.edu/rsa)
10. Select the connection named “sslvpn.uc.edu”. Click “Connect”.
11. Enter your CLS username and password. Click “Connect”. ***CAUTION: If using a public/shared computer, please do NOT save your username and password.
12. To disconnect the client, click “Disconnect” next to the vpn profile.
13. Future connections will only require you to open Pulse Secure and click “Connect” on the desired profile. You will not need to login via a web browser.

**Apple iOS**

*To download the Junos Pulse App:*

1. Open the App Store
2. Enter “junos pulse” in the search bar.
3. Select “Juniper Networks Inc. Junos Pulse”.
4. Select “Install”

*To configure the Junos Pulse App:*

1. Start the Junos Pulse application, and accept the End User License Agreement.
2. Tap, Add Connection. In the "Connection Name:" field, enter UC SSLVPN.
3. In the URL field, enter https://sslvpn.uc.edu In the “Username:" field, enter your 6+2 CLS username and make sure "Authentication Type:" is set to
Password. Leave the "Realm" and "Role" fields blank. Then tap, Create Connection.
4. Exit fully out of the app.

**To connect or disconnect:**

1. Open the Junos Pulse app, and tap Connect.
2. Note: The first time you do this, you will see a dialog box labeled Attention that will require you to check a box labeled, I trust this application. Check the box, and then tap OK.
3. You will see the SSL VPN Service logon web page. Your username should already be filled in for you as long as you configured it within the Junos Pulse, if not, enter your 6+2 CLS username and password, and then tap Sign In.
4. Note: In some versions of Android, you will see the Attention box here rather than when you first launch Connect. In that case, check the box and tap OK.
5. When the VPN connection is established, an icon of a key will appear somewhere in the notifications bar at the top of your screen. You can now press the Home button to exit Junos Pulse, and then access resources that require the UC VPN connection.
6. To disconnect from the VPN open Junos Pulse, and then tap Sign Out.

**Android**

Android devices of version 2.0 or later can use Junos Pulse to connect to the UC SSLVPN. To check the version of your Android phone or tablet, from Settings, select About Device, and look for the line that says "Android Version."

**To download the Junos Pulse App:**

1. Open the Google Play store app on your phone.
2. Enter "Junos pulse" in the search bar.
3. Select "Junos Pulse." Note: If your device is a Samsung smartphone, instead choose the version labeled Junos Pulse for Samsung. If you’re using a Galaxy Tab, choose Junos Pulse for Galaxy Tab 7.0. Tap Install, and follow the on-screen instructions.

**To configure the Junos Pulse App:**

1. Start the Junos Pulse application, and accept the End User License Agreement.
2. Tap, Add Connection. In the "Connection Name:" field, enter UC SSLVPN.
3. In the URL field, enter https://sslvpn.uc.edu In the "Username:" field, enter your 6+2 CLS username and make sure "Authentication Type:" is set to Password. Leave the "Realm" and "Role" fields blank. Then tap, Create Connection.
4. Exit fully out of the app.
To connect or disconnect:

1. Open the Junos Pulse app, and tap Connect. Note: The first time you do this, you will see a dialog box labeled Attention that will require you to check a box labeled, I trust this application. Check the box, and then tap OK.
2. You will see the SSL VPN Service logon web page. Your username should already be filled in for you as long as you configured it within the Junos Pulse, if not, enter your 6+2 CLS username and password, and then tap Sign In. Note: In some versions of Android, you will see the Attention box here rather than when you first launch Connect. In that case, check the box and tap OK.
3. When the VPN connection is established, an icon of a key will appear somewhere in the notifications bar at the top of your screen. You can now exit Junos Pulse, and then access resources that require a VPN connection.
4. To disconnect from the VPN open Junos Pulse, and then tap Sign Out.

Use Two Factor Authentication when logging into the UC VPN.

For more information on SSLVPN, visit https://kb.uc.edu/KBArticles/SSLVPN-FAQs.aspx

While You are Traveling
The United States Department of Commerce has established the Export Administration Regulations (EAR) that must be adhered to in order to legally take technology items out of the country. The following are a summation of the EAR:

- The traveler must spend no more than 12 months outside the United States.
- Items must remain under the “effective control of the traveler” at all times.
- “You maintain effective control over an item when you either retain physical possession of the item, or secure the item in such an environment as a hotel safe, a bonded warehouse, or a locked or guarded exhibition facility.” (Code of Federal Regulations, 15 CFR 772.1)
- Cannot be shipped as unaccompanied baggage; i.e., no flash drives or tablets in a checked suitcase.
- No travel to Iran, Syria, Cuba, North Korea, or Sudan; status of Cuba under review.

Protect the devices you are traveling with from unauthorized access:

- Encrypt all your devices you are traveling with
- Require a password or passcode on all devices you are traveling with

Upon arriving home after your travels:
• Change your UC central logon credentials by going to uc.edu/pss
• Sanitize any removable media using an approved drive wiping tool

**Automatic Syncing**
Disable automatic syncing to your email accounts on your mobile device. By default, your mobile devices will authenticate on a regular basis to automatically download emails. If you are not connected to the VPN, your UC credentials could potentially be stolen. Following these steps ensures that your emails are accessed only when you are connected to the UC VPN.

**How to Disable Automatic Email Syncing on Your Mobile Device**

**Apple iOS**

1. Open Settings and then tap Mail, Contacts, Calendars
2. From here, tap Fetch New Data and slide Push to the Off position
3. In the Fetch menu below, choose Manually. Now your phone will only download new messages when you launch your email app

**Android**

1. From the home screen or app menu select the Settings icon and scroll down to Accounts (may be Accounts & sync)
2. At the top of the screen should be an Auto sync slide button. Switch this feature OFF
3. Disable automatic syncing on your Box account

For questions, please contact the IT@UC Service Desk at (513) 556-4357 (HELP) or at helpdesk@uc.edu.