

IMPORTANT MESSAGE:
PLEASE READ BEFORE PROCEEDING!!!

Would you like to CONVENIENTLY access software that you need?
Then follow these EASY, step-by-step, instructions.

**If you follow these steps, IN THE PROPER ORDER, the process will be clear and
you will avoid problems.**

There are ONLY 4 Sections you need to do:

In **Section 1**, you will install [Global Protect](#) and [Microsoft Remote Desktop](#).

You will **ONLY** need to install these programs **THE FIRST TIME** you use a new device.

In **Section 2**, you will **Connect to CSI's VPN** using [Global Protect](#).

In **Section 3**, you will learn how to **CONNECT to a computer**.

In **Section 4**, you will learn how to **SAVE YOUR WORK** and **DISCONNECT from the computer
and VPN**.

Attention Students:

If at any point you get authentication failed or a wrong password error, please try resetting
your CSI password at: <https://slasreset.csi.cuny.edu>

If you have any questions, please contact the CSI Helpdesk at:
718-982-3695
HelpDesk@csi.cuny.edu

Attention Students: When contacting Helpdesk; please provide your full name, EMPLID,
the class you are taking, and the best phone number to contact you.

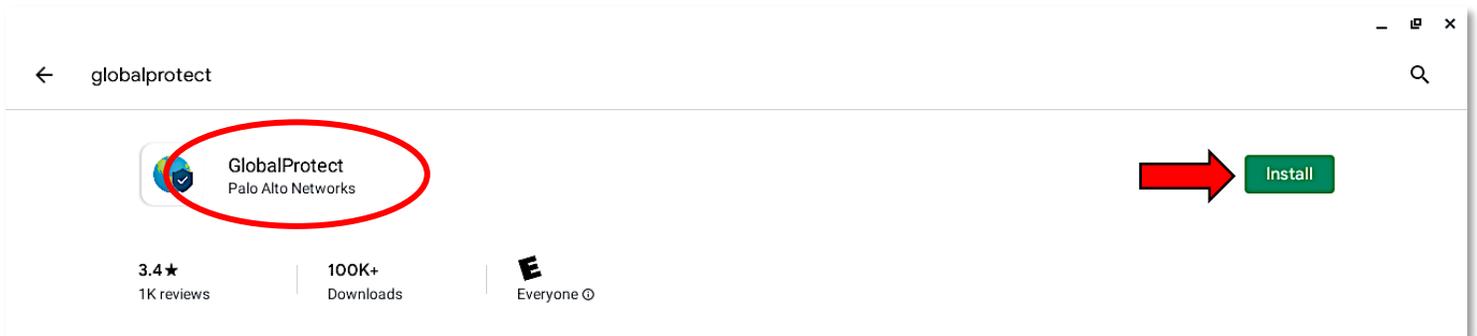
How to connect to CSI's Virtual Lab from a Chromebook at home

Section 1: Download and install necessary Apps from the Google Play Store

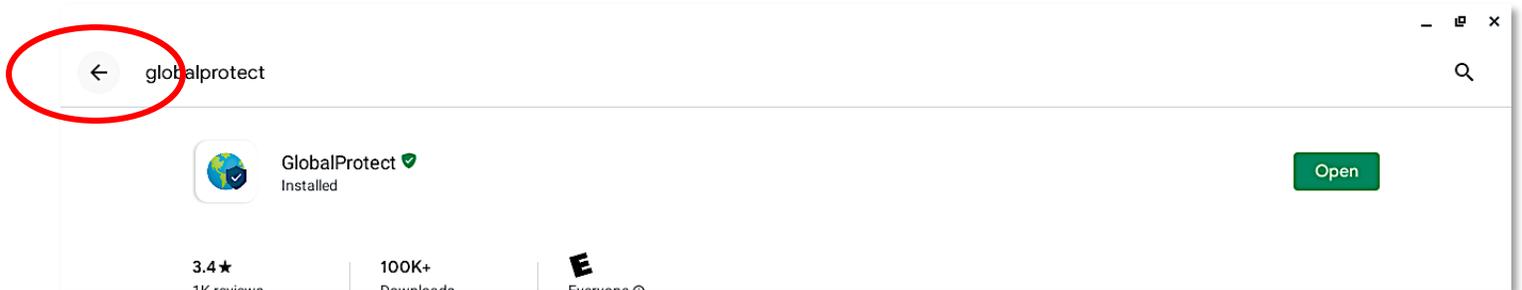
First, you will need to download the Global Protect App and Microsoft Remote Desktop App. This process will only need to be done the first time.

Step 1: Open the Google Play Store (), search for “globalprotect” and hit enter.

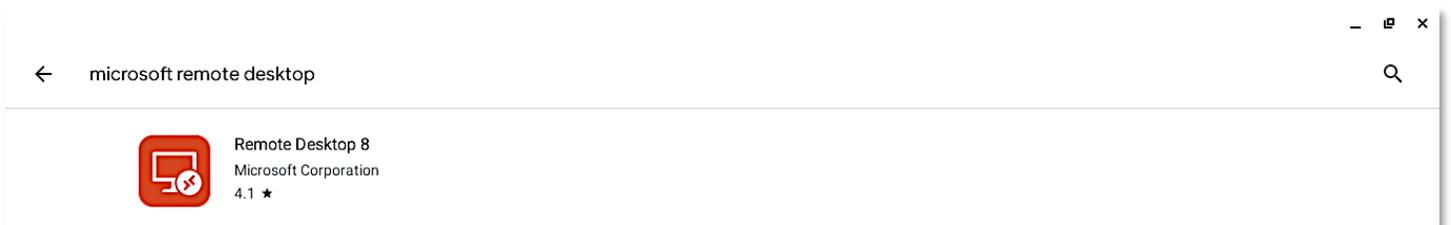
Step 2: Make sure it is GlobalProtect made by Palo Alto Networks and click **Install**



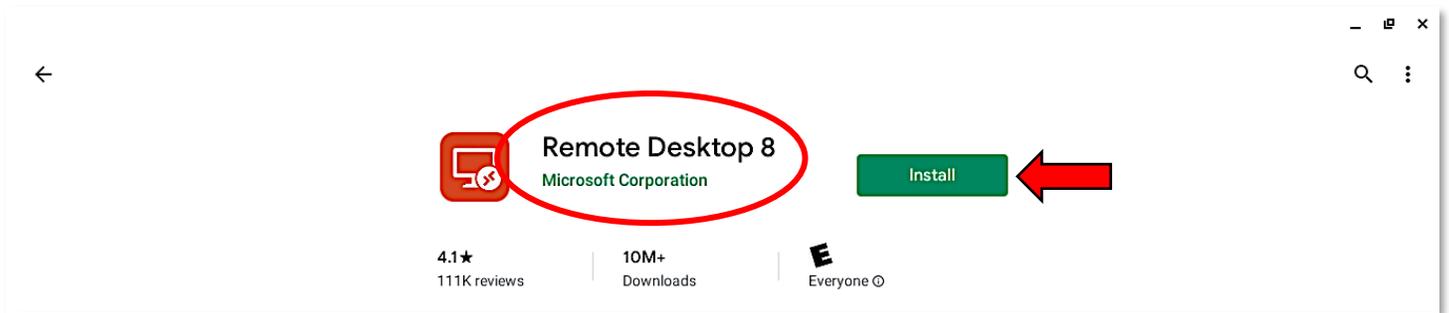
Step 3: After it finishes installing, click the **back button**



Step 4: Search for “Microsoft Remote Desktop”



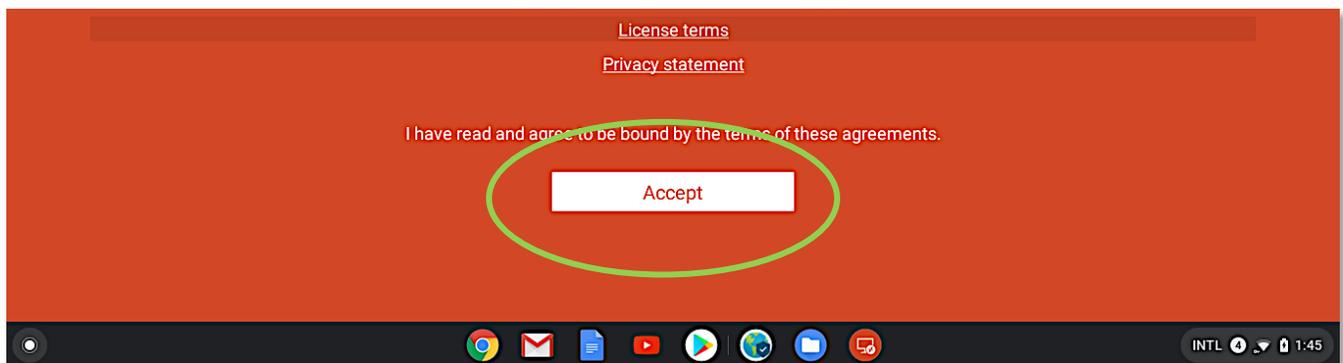
Step 5: Make sure it is Remote Desktop 8 by Microsoft Corporation and click **Install**



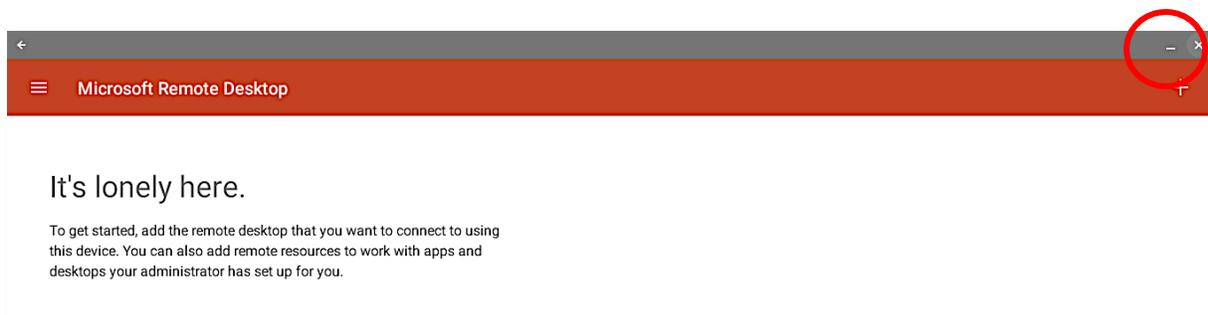
Step 6: After it finishes installing, click **Open**



Step 7: Remote Desktop will open and you must Accept the terms of agreement. Click **Accept**



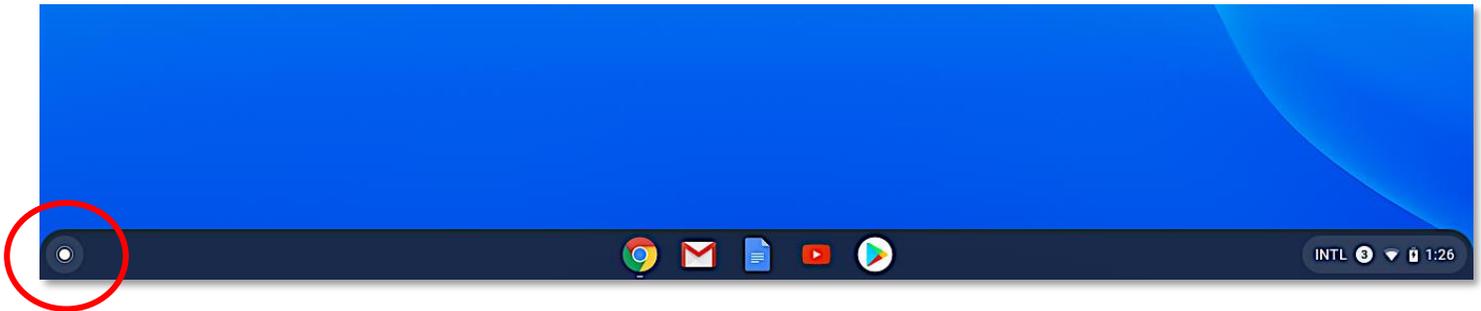
Step 8: **Minimize** the Remote Desktop app



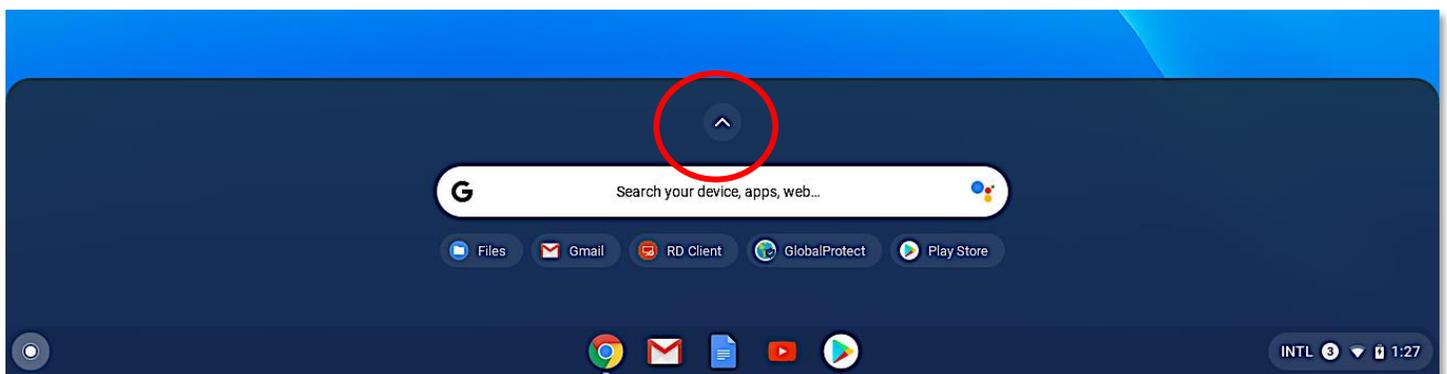
Step 9: **Close** the Google Play Store

Section 2: Connecting to the CSI VPN

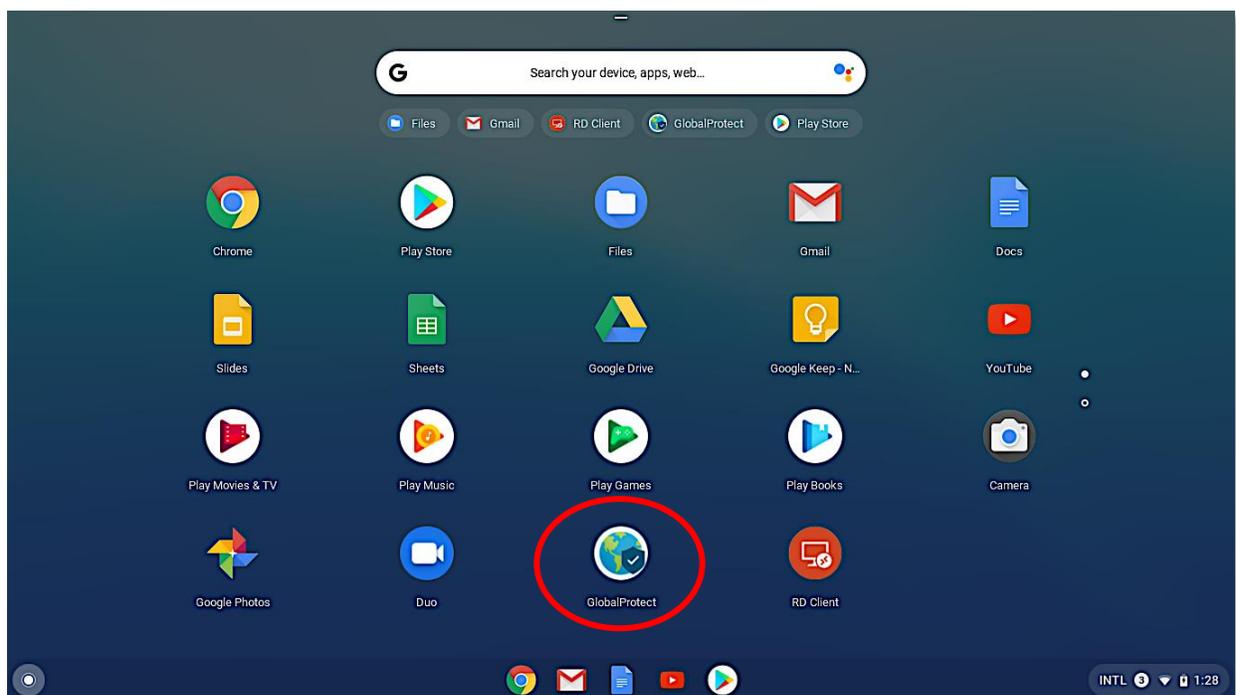
Step 1: Click the **Launcher** button



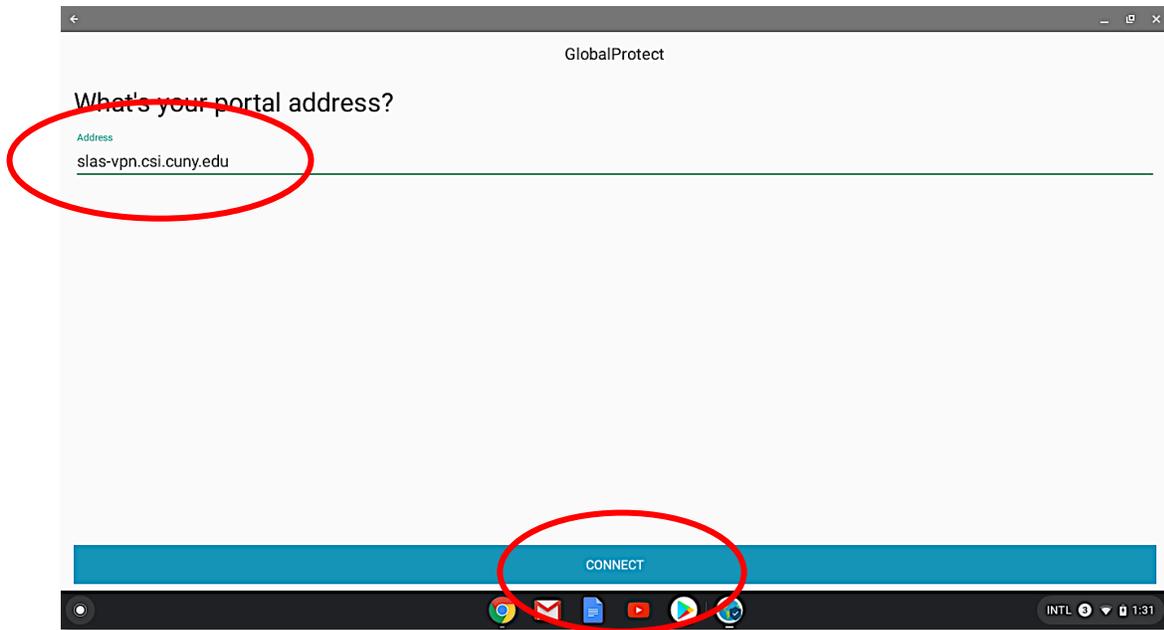
Step 2: Click the **UP** arrow to view your apps



Step 3: Find the GlobalProtect app and click it to open it



Step 4: When asked for the portal address, type: `slas-vpn.csi.cuny.edu` and click **CONNECT**



You will then be taken to the Sign in page

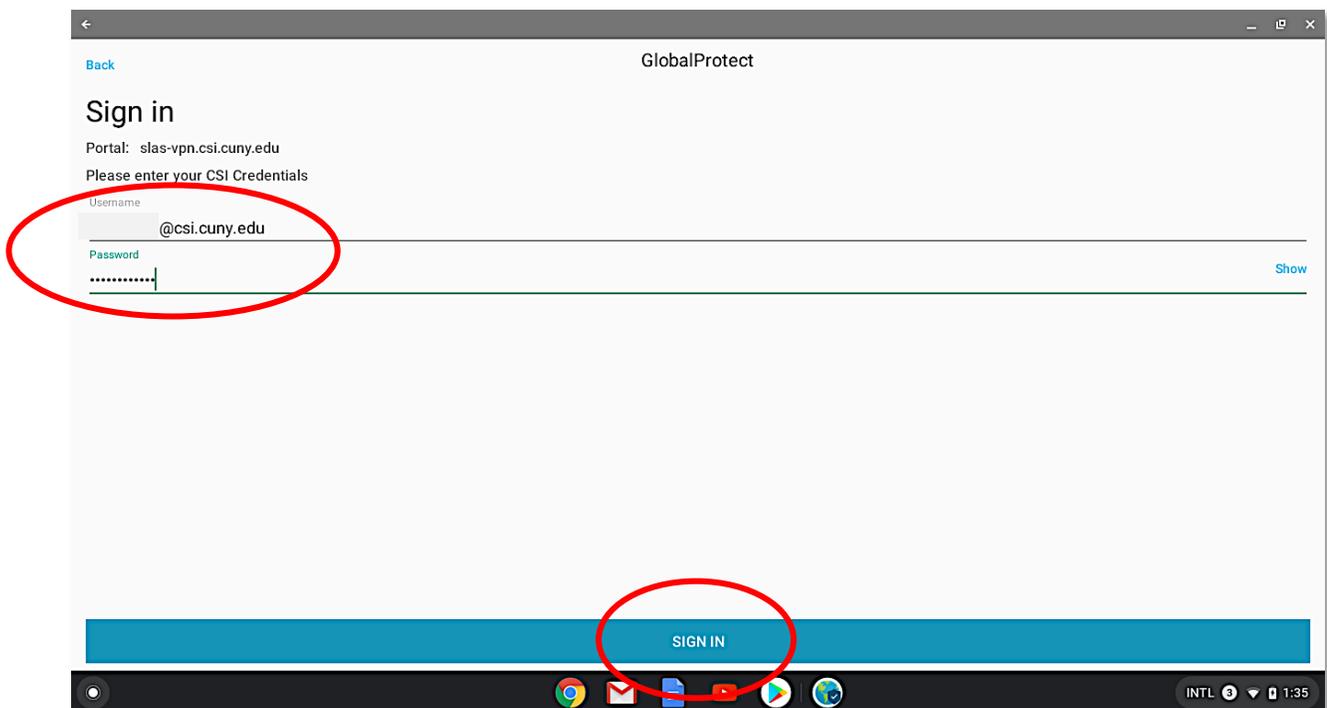
***Note:** You will need to do this each time you want to connect to the virtual lab. The Portal will already be filled in from the first time you entered it.

Step 5: Sign in with your CSI Credentials and click **SIGN IN**

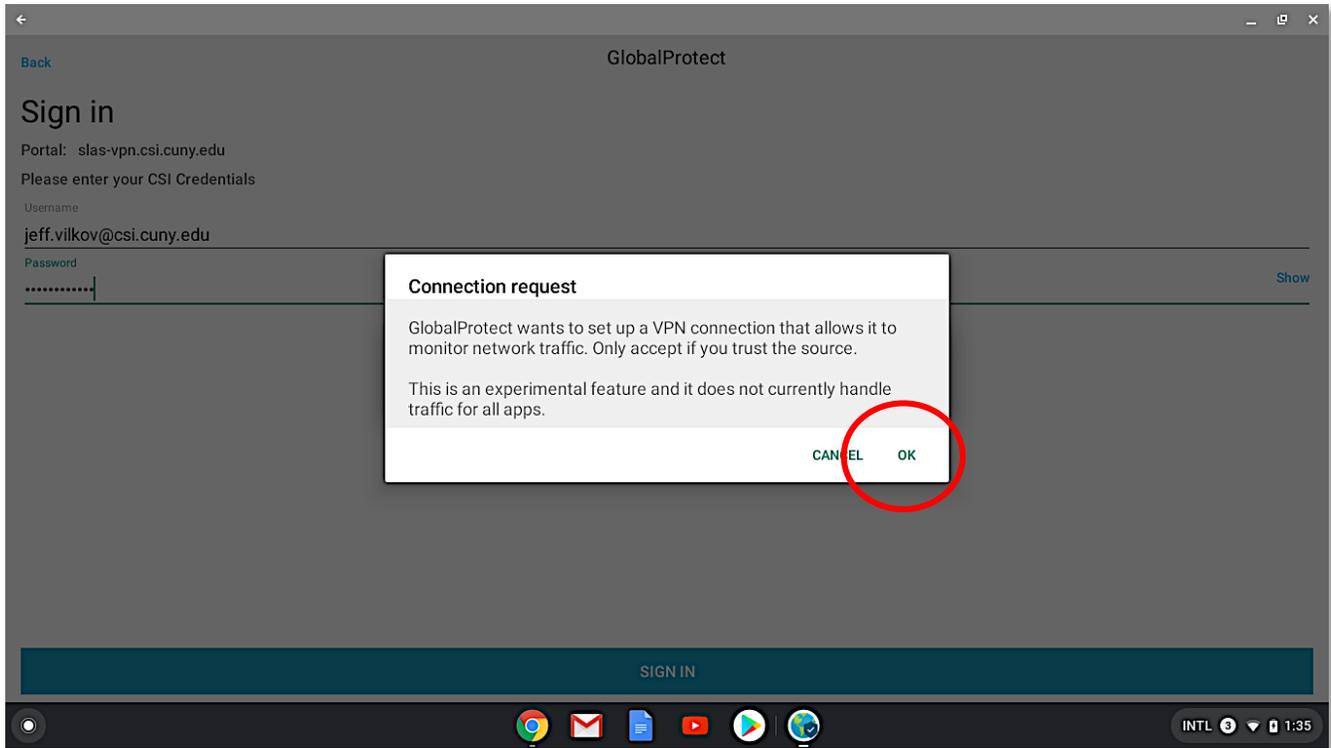
NOTE: Username Format must be as follows:

Students: `FirstName.LastName@cix.csi.cuny.edu` and your SLAS password

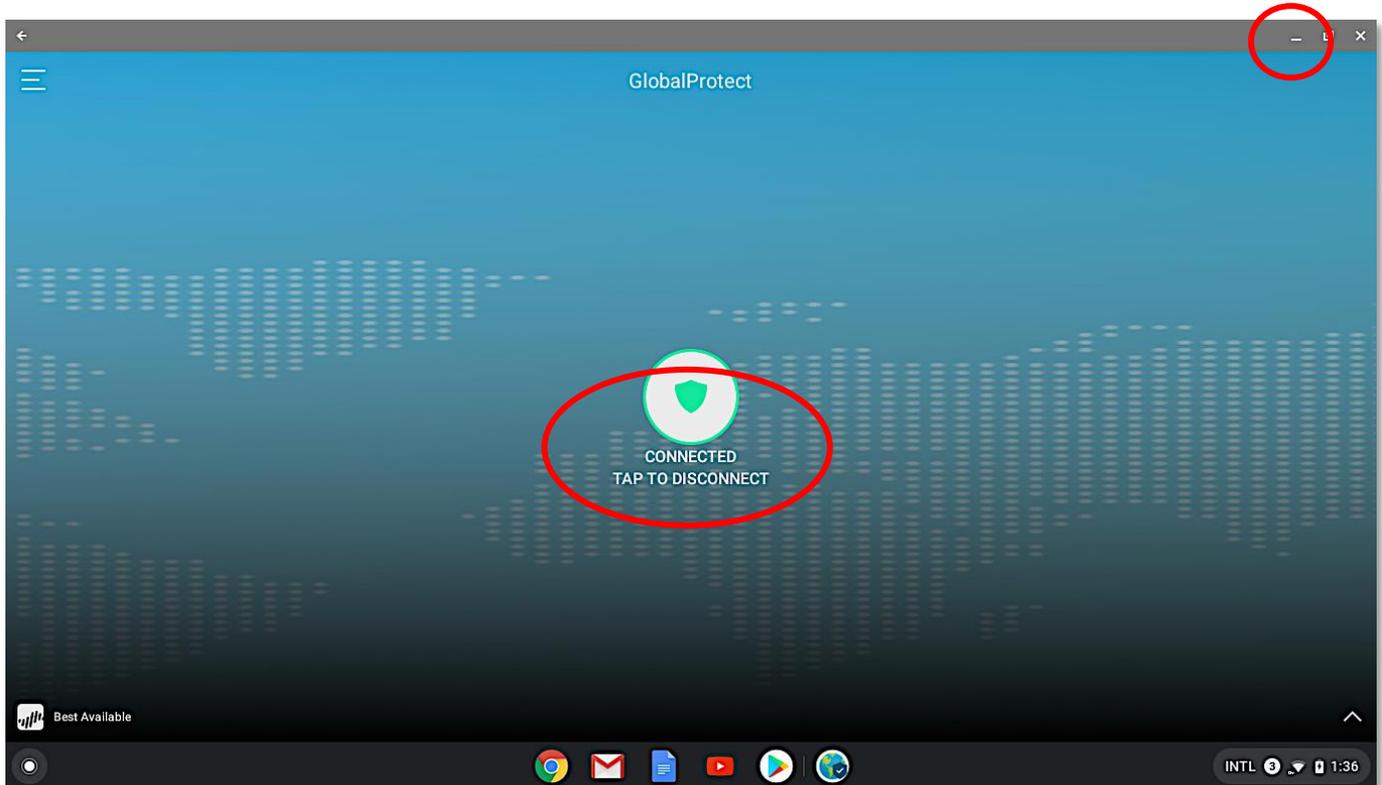
Faculty/Staff: `FirstName.LastName@csi.cuny.edu` and your FLAS password



Step 6: If you get a Connection request pop up window, Click **OK**



You will then see that you are **CONNECTED** to the VPN. You can now minimize the Global Protect app.



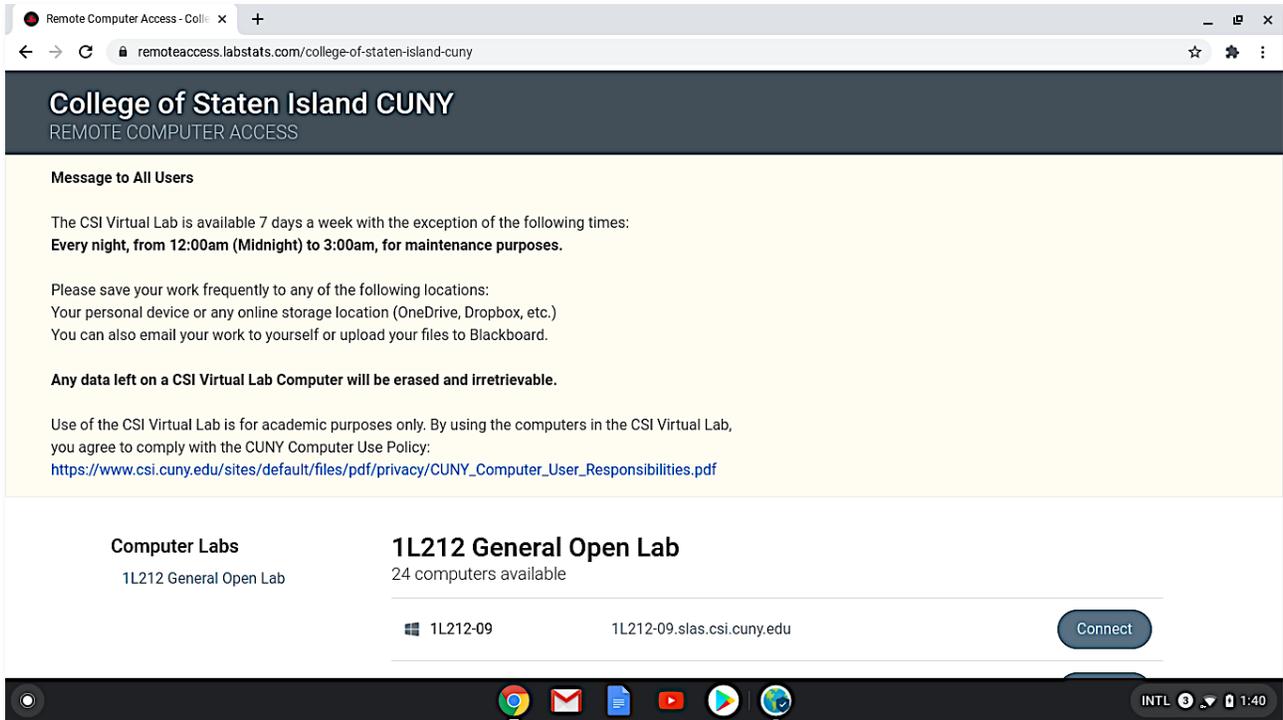
Section 3: Connecting to the Virtual Lab and a Computer

Step 1: Open **Google Chrome** and go to the following website:

<https://remoteaccess.labstats.com/college-of-staten-island-cuny>

Welcome to the College of Staten Island's Virtual Lab!

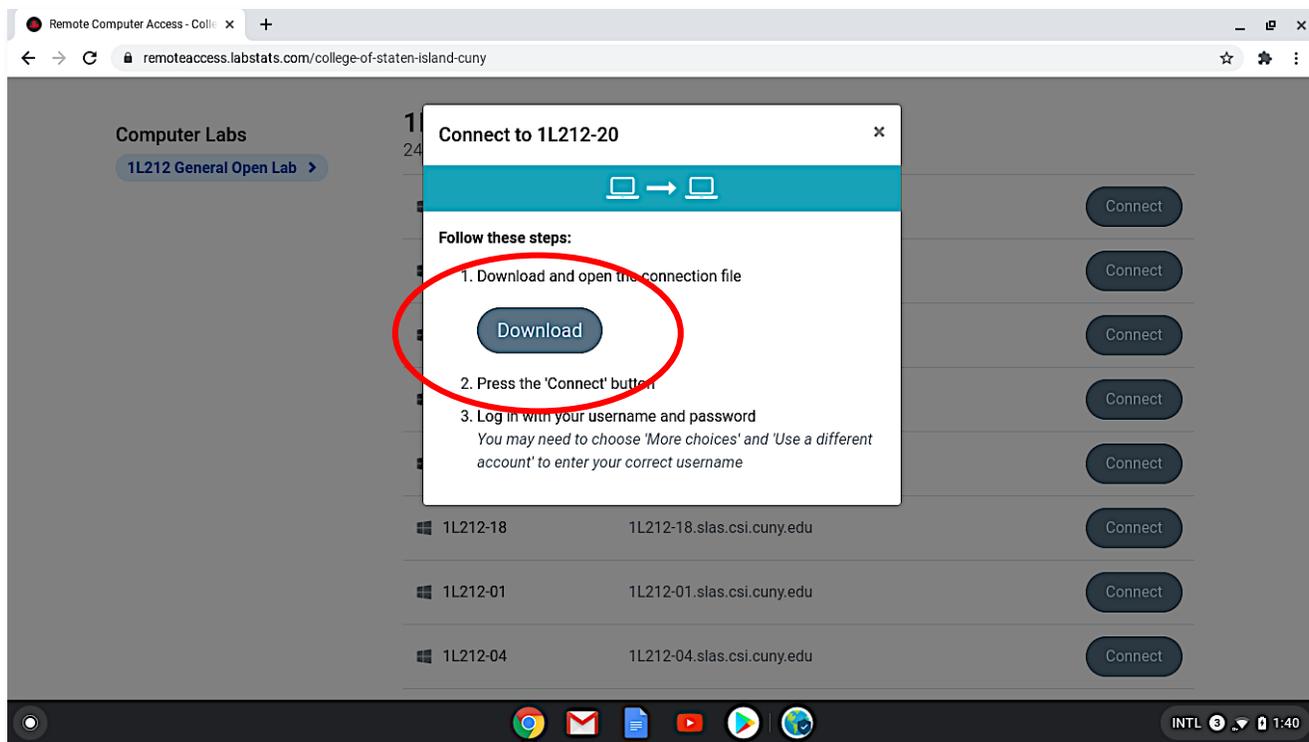
The list of computers on this page are available to use.



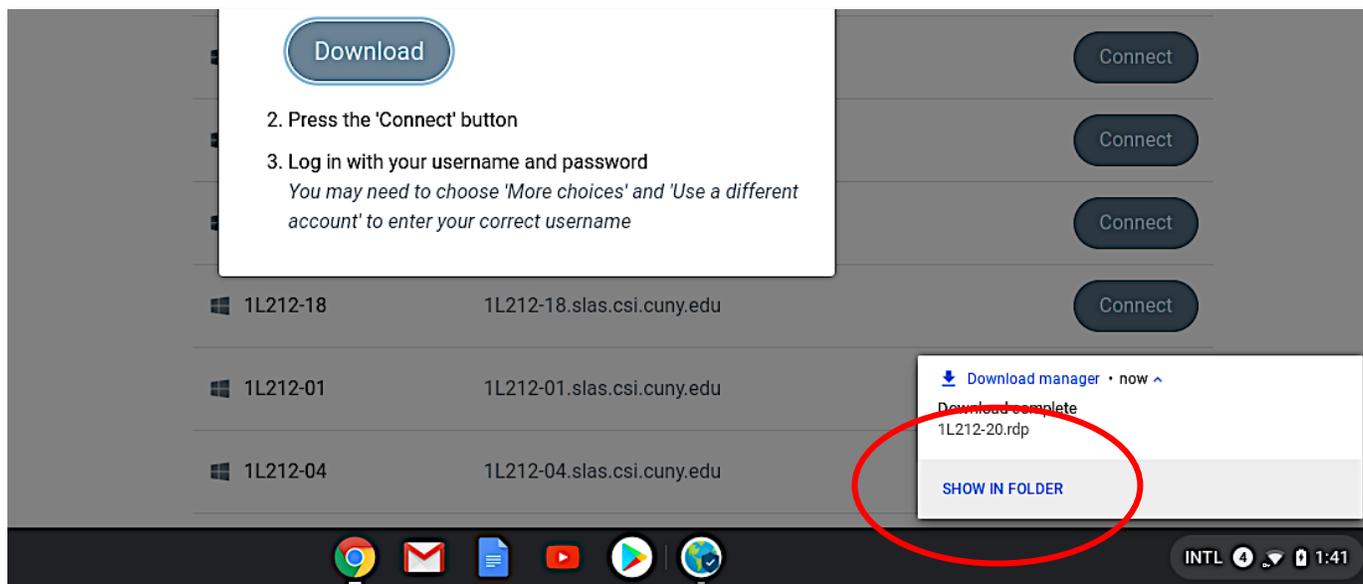
Step 2: Click **Connect** next to the computer you want to use

 1L212A-19	1L212A-19.slas.csi.cuny.edu	Connect
 1L212-22	1L212-22.slas.csi.cuny.edu	Connect
 1L212-20	1L212-20.slas.csi.cuny.edu	Connect
 1L212-07	1L212-07.slas.csi.cuny.edu	Connect
 1L212-14	1L212-14.slas.csi.cuny.edu	Connect

Step 3: You will get the following pop up window. Click **Download**



Step 4: When the download completes, click **Show in folder**

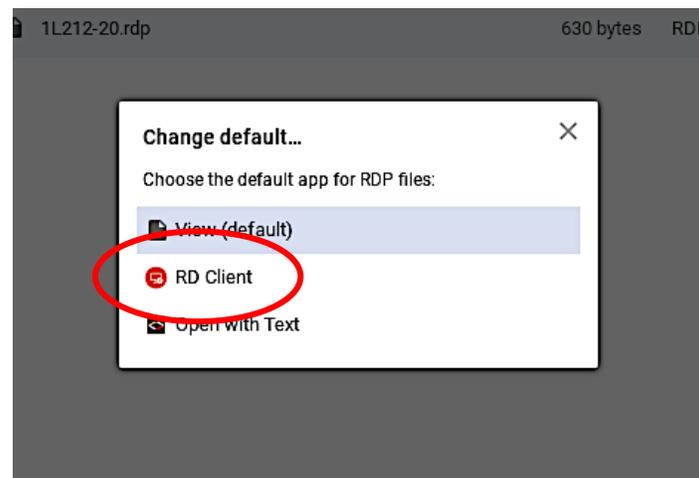


Step 5: You will only need to do this the first time. **After** the first time, skip to **Step 7**.

- A. Click the downloaded **file** in your Downloads folder
- B. Click **OPEN**
- C. Click **Change default...**



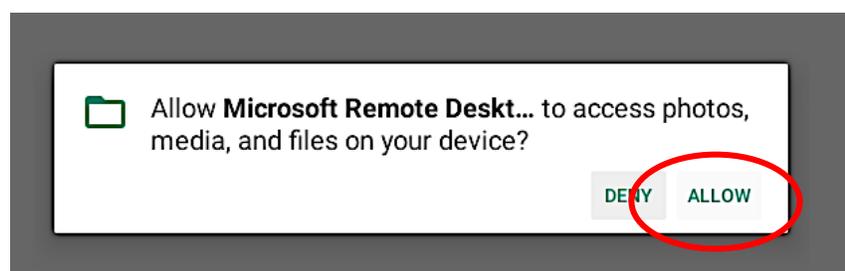
Step 6: Click **RD Client**



Step 7: Double click on the downloaded **file**

(If the file does not open in Remote Desktop, click the **OPEN button** and click **RD Client**)

Step 8: In the Allow access pop up window, Click **Allow**



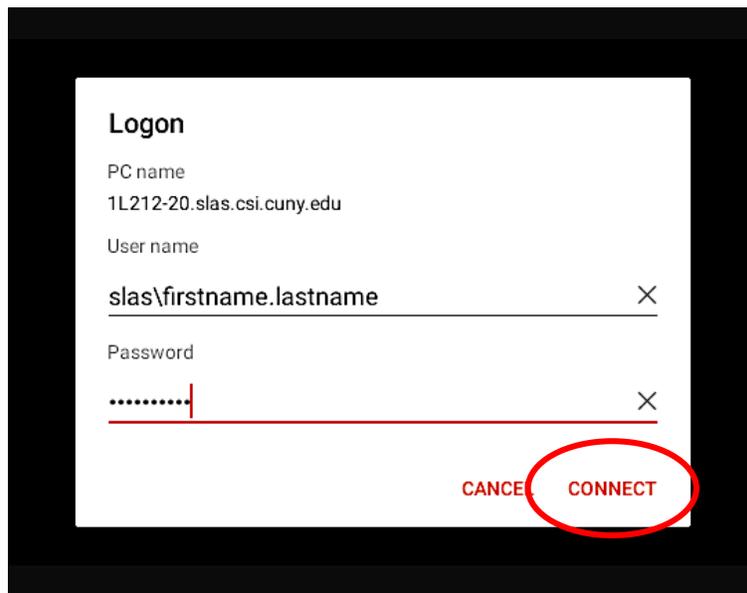
Step 9: On the “Certificate can’t be verified” pop up window, click **CONNECT**

Step 10: Sign in with your CSI credentials and click **CONNECT**

NOTE: Username Format must be as follows:

Students: slas\FirstName.LastName and your SLAS password

Faculty/Staff: flas\FirstName.LastName and your FLAS password



Logon

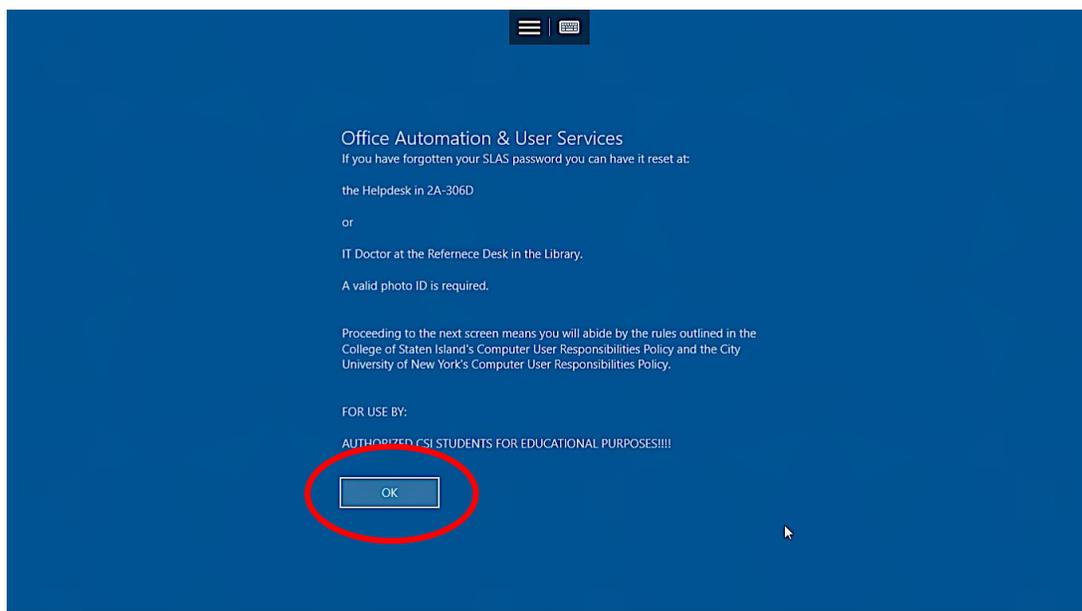
PC name
1L212-20.slas.csi.cuny.edu

User name
slas\firstname.lastname

Password
.....

CANCEL CONNECT

Step 11: Click **OK** on the login screen. The computer will now automatically login and bring you to the desktop



You can now use the computer as if you were sitting in a lab.

Section 4: Disconnecting from a Virtual Lab Computer and the VPN

VERY IMPORTANT

***Note:** When you are done using the computer, make sure you **SAVE YOUR WORK!**

SAVE IN YOUR EMAIL OR SOME OTHER ONLINE STORAGE (DROPBOX, ONEDRIVE, Etc.)

Do NOT save directly onto the computer (Desktop, Documents, etc.) IT WILL BE ERASED!!!

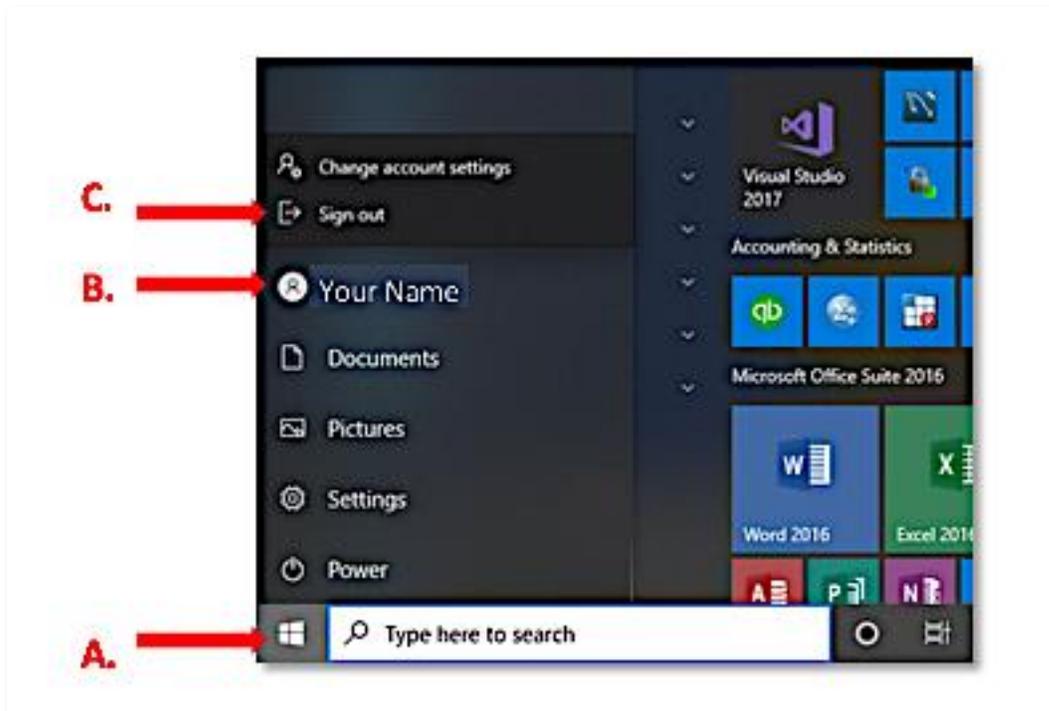
Once you are done using the computer and have saved your work (online), you must **Sign Out** of the remote computer.

STEP 1:

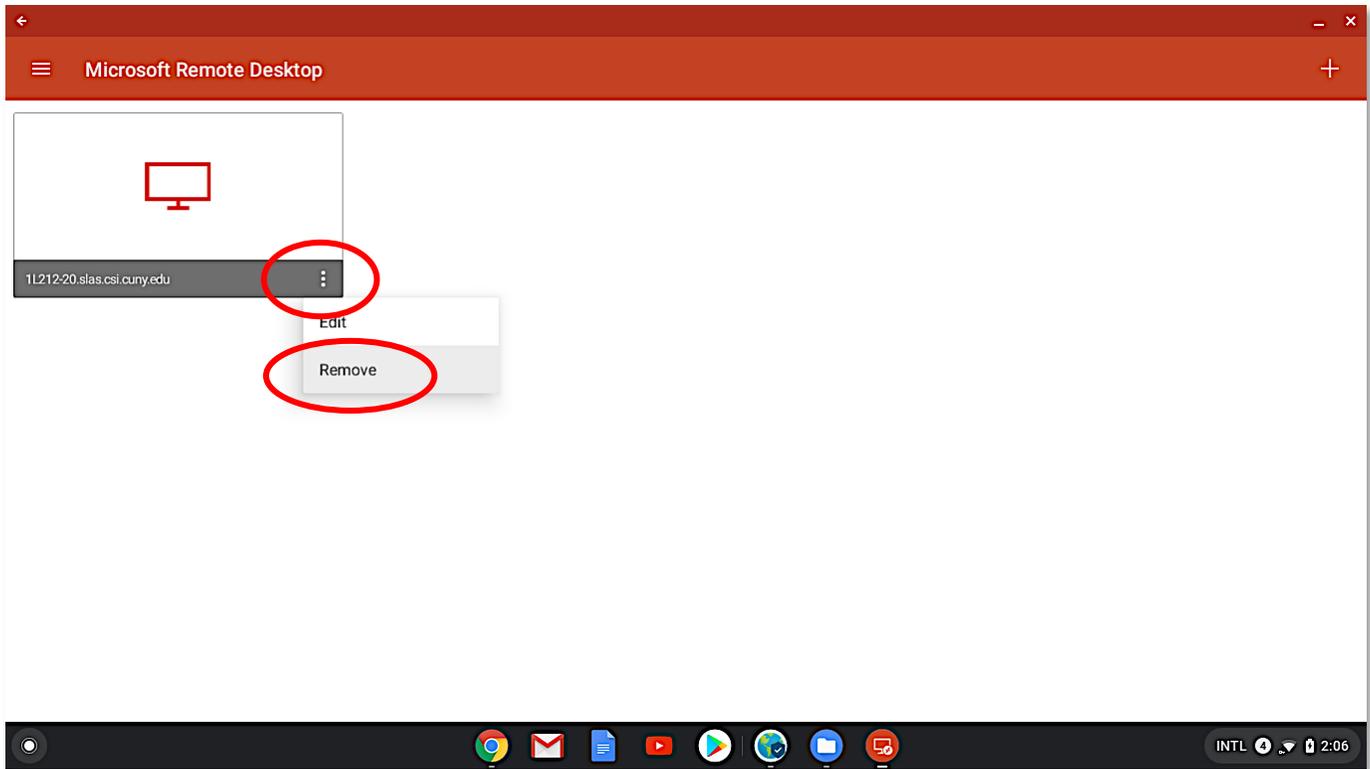
A: Click the **Start Button**

B: Click the **User Icon**  (Your name will show up when the mouse hovers over the icon)

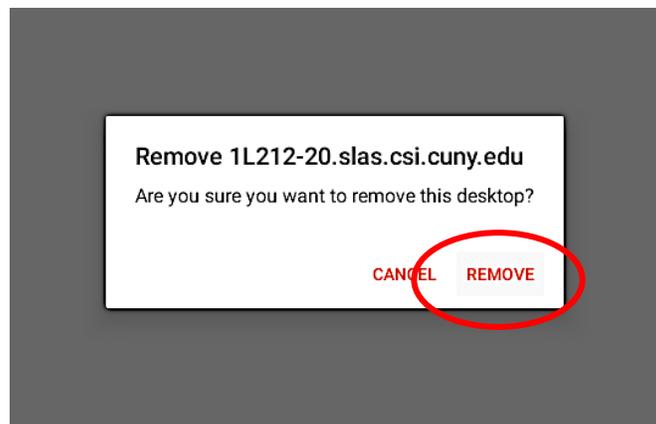
C: Click **Sign Out**



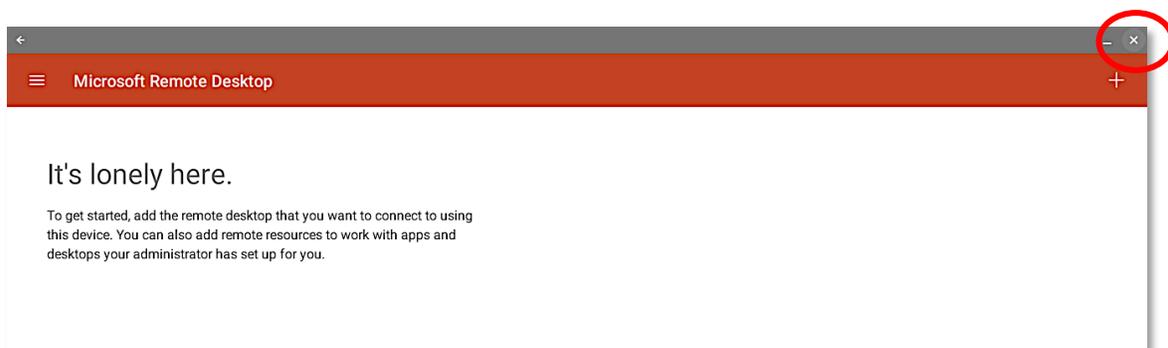
Step 2: Click the **Menu Dots** on the computer in Microsoft Remote Desktop and click **Remove**



Step 3: On the pop up, click **REMOVE**



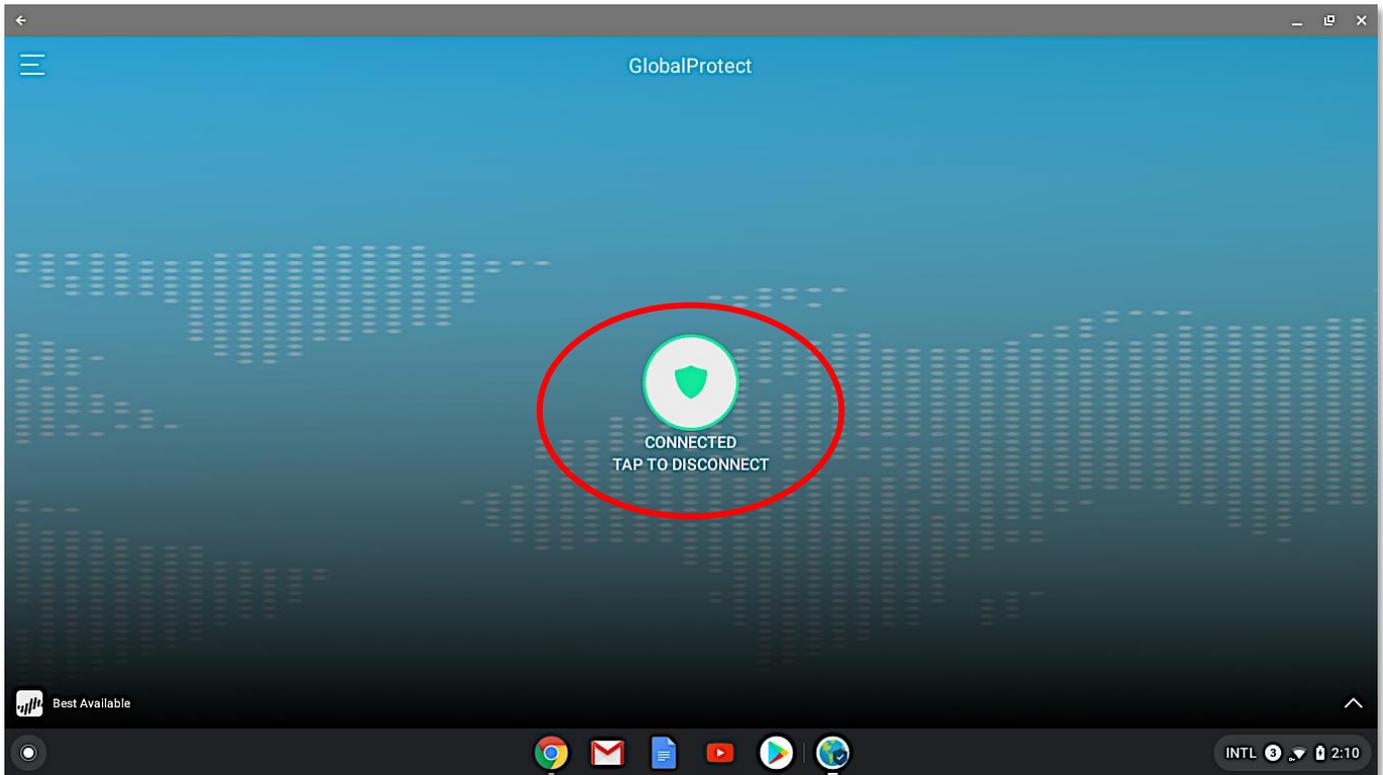
Step 4: Close the Remote Desktop App



Step 5: click the GlobalProtect Icon in the App Shelf



Step 6: Click the **green shield icon** in the middle of the screen to disconnect from the VPN



You are now completely disconnected.