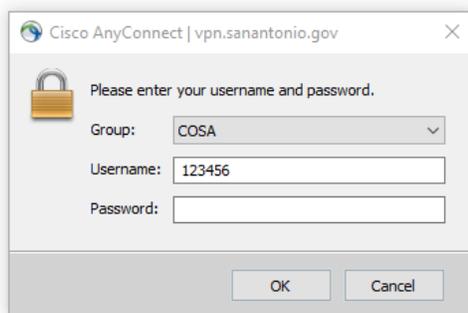


Cisco VPN to Access the COSA Network for Remote Work

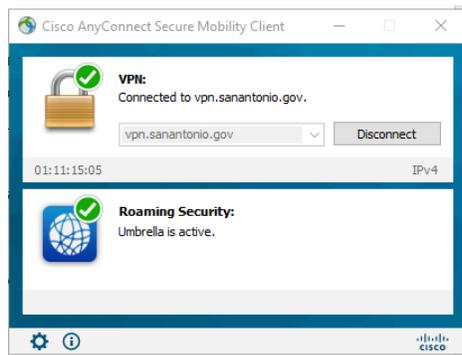
Only City issued laptops can use the VPN and should already have the *Cisco AnyConnect Secure Mobility Client* installed. You will be asked to sign in using your CoSA Windows credentials in order to continue. Once you are connected to the VPN client, you can access all the applications, shared drives and other resources you have available when working in the office. *Note that VPN is not available for non-City issued devices.*

Getting Connected to the VPN:

- Make sure that you have established an internet connection.
- In the lower-right hand corner of the menu bar, right-click the application icon  and click **Connect**
- If you don't see the icon, go to the lower-left hand corner of the menu bar and search/browse for *Cisco AnyConnect Mobility Client*.
- A pop-up window will open. Enter your CoSA Windows credentials and click **OK**:



- If the field is not pre-populated already, type in **vpn.sanantonio.gov** and click **Connect**:
- You will see a toast notification on the screen once the connection is successful. Having established a VPN connection, you can now access your mail if you are using the installed Outlook application as well as your personal (H:) and department (K:) shared drives.



When you are finished working, open the *Cisco AnyConnect Secure Mobility Client* window and click **Disconnect**.

For VPN issues on COSA issued laptops only, call the IT Help Desk (210) 207-8888.