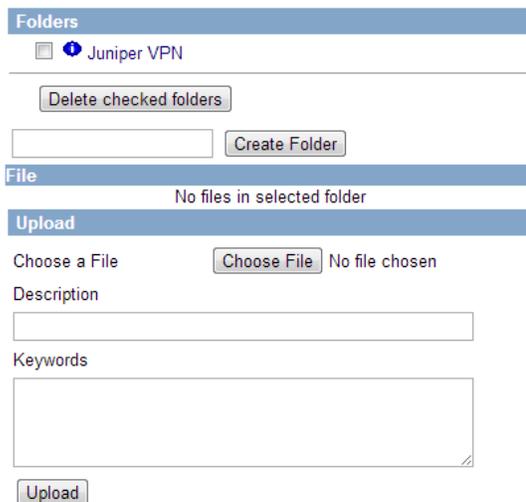


1. Go to <https://upload.dc.gov/vpndl> and enter username and password as follows:

Username: vpndl

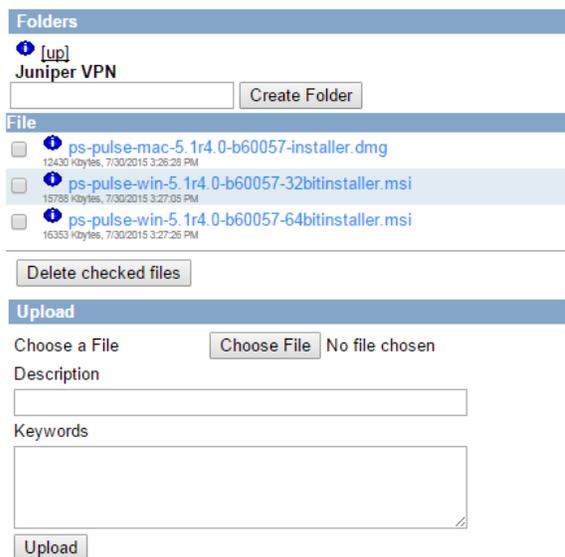
Password: getit

2. Click 'Juniper VPN' link



The screenshot shows a web interface for file uploads. Under the 'Folders' section, a folder named 'Juniper VPN' is selected. Below it is a 'Delete checked folders' button. There is an empty text input field and a 'Create Folder' button. The 'File' section shows 'No files in selected folder'. The 'Upload' section has a 'Choose a File' button, a 'Choose File' button, and the text 'No file chosen'. There are also input fields for 'Description' and 'Keywords', and an 'Upload' button at the bottom.

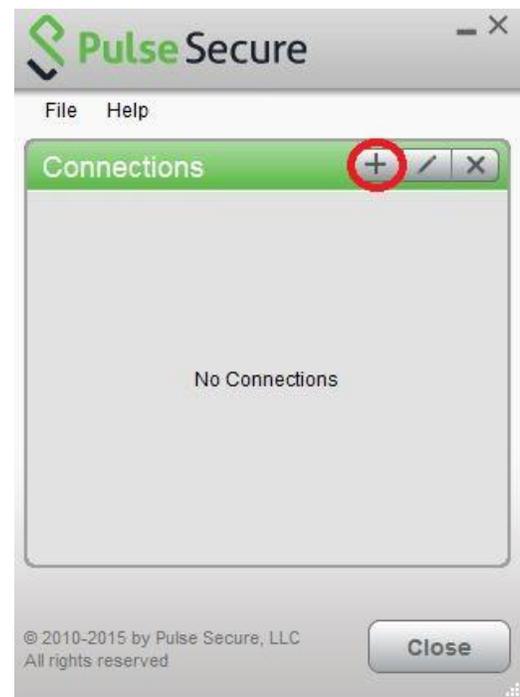
3. Click one of the 3 software to download.



The screenshot shows the same upload interface as above, but now with three files listed under the 'File' section. Each file has a checkbox, a download icon, a filename, a size, and a timestamp. The files are: 'ps-pulse-mac-5.1r4.0-b60057-installer.dmg' (12430 Kbytes, 7/30/2015 3:28:28 PM), 'ps-pulse-win-5.1r4.0-b60057-32bitinstaller.msi' (19708 Kbytes, 7/30/2015 3:27:05 PM), and 'ps-pulse-win-5.1r4.0-b60057-64bitinstaller.msi' (16353 Kbytes, 7/30/2015 3:27:26 PM). There is a 'Delete checked files' button. The 'Upload' section remains the same.

4. Double click on the downloaded file to install Pulse Secure on your computer.

5. Restart the machine and launch Pulse Secure



6. Enter **'Name'** and **'Server URL'** as shown below and click **'Add'**



8. Enter provided VPN username and passcode. The VPN username is your DC Government email without **'@dc.gov'** and the passcode is the password that you use to login to your domain or to check your DC Government email.

For vendors who do not have a DC Government account, your VPN username is the email address you provided for VPN access.



7. Click **'Connect'** to login to VPN.



9. You will be prompted to enter a 6-digit security code. The security code will be sent to your DC Government email address or your mobile phone. If you do not have a DC Government email, it will be sent to the email address you provided for VPN access. Please enter it and click **Connect**. **Please note that you will receive a new 6 digit code each time you attempt to login. Please enter the most recent 6 digit code to login to VPN.**



10. If the 6 digit code entered is correct, then you will see a green checkmark indicating that you are successfully connected.

