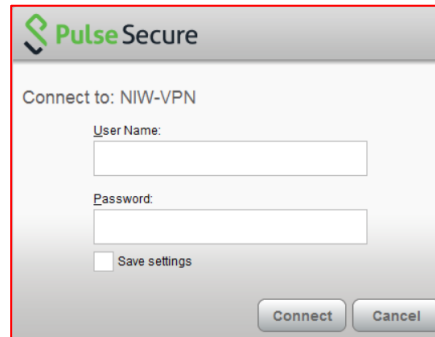
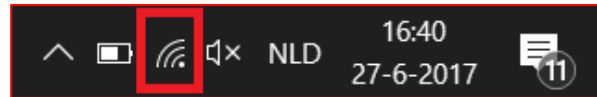


## Working with your managed ICT-workstation from an External Location

This manual shows you how to connect your managed ICT-workstation to the AUAS network and to your network drives (V-drive and W-drive). With a managed ICT-workstation (*HvA-Basis* or *HvA-Persoonlijk*) you can work from an external location (such as your home) the same way as on a location of the AUAS. In order to do so, please follow these instructions.

**NB.** To be able to log in to your managed ICT-workstation from an external location, you need to have logged in to the laptop on a location of the AUAS at least once before.

1. Start your managed ICT-workstation from an external location and enter your AUAS-ID@hva.nl and your password. The sign in process can take longer than you are used to.
2. You need a wireless connection (Wi-Fi), such as your personal wireless network. Connect to this network.
3. Once you are connected to the wireless network, a Pulse Secure window appears that asks for your login credentials. Enter your AUAS-ID and your password and click on *Connect*.
4. Once Pulse Secure finishes connecting, you are successfully connected to the network of the AUAS. Now you have access to the specific webpages of the AUAS that are only available from the AUAS network, such as the Digital Service Point Employee (DSPE): <https://zelfbediening.sap.uva.nl>.



5. If you wish to connect to your network drives (V-drive and W-drive), please open the *Start Menu*.



Click on *Selfservice*,



Click on *V en W schijf HvA*.

