Connect to CUHK VPN on a Windows PC / Notebook
(This user guide suits Windows 10 the best and is applicable to Windows 8.1 with slight difference.)

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A. Configure VPN connection
1. Click Window Start button, then click the Settings icon.
2. Click Network & Internet.
3. Choose **Network and Sharing Center**

4. In **Network and Sharing Centre**, choose **Set up a new connection or network**.

5. Choose **Connect to a workplace** and click **Next**.
6. Choose **Use my Internet connection (VPN)**.

   ![Image of Connect to a Workplace](image1.png)

7. Enter the following information:
   - Internet address: “vpn.cuhk.edu.hk”
   - Destination name: “CUHK VPN”

   Then click **Create**.

   ![Image of Connect to a Workplace](image2.png)

8. In **Network and Sharing Centre**, click **Change adapter settings**.

   ![Image of Network and Sharing Centre](image3.png)
9. In the newly opened window, right click **CUHK VPN**. Click **Properties** in the pop-up menu.

10. Under the **Security** tab,

- **Type of VPN:**
  - Layer 2 Tunneling Protocol with IPsec (L2TP/IPsec)
- **Data encryption:**
  - Require encryption (disconnect if server declines)
- **Authentication:**
  - Allow these protocols
    - Unencrypted password (PAP)
    - Microsoft CHAP Version 2 (MS-CHAP v2)

11. Under **Advanced Properties**, select **Use pre-shared key for authentication**. Enter the key as “ipsec-vpn”. Click **OK**.
12. Under the **Networking** tab, uncheck the box next to **Internet Protocol Version 6 (TCP/IPv6)**.

Click **OK** to complete the setup.

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**B. Connect to CUHK VPN**

Make sure you are connected to the internet.

1. Right click the **Network icon** or **WiFi icon** from task bar, then select **CUHK VPN** and click **Connect**.
2. Login with your *Computing ID* and *OnePass(CWEM) Password*.

*Computing ID:*
- s1155xxxxxx for students
- bxxxxxx for staff

(For Staff only) If you have enrolled your account to use DUO two-factor authentication, you need to provide the 2nd factor to log in. Please refer to step 3 below. If not, please directly go to step 4.

3A. For using DUO Push

The message **Verifying your sign-in info** will be shown after you sign in with your Computing ID and OnePass(CWEM) Password.

A notification will be popped out from DUO Mobile for your approval. Otherwise, open the mobile app **“Duo Mobile”**

Click the green bar **“Request Waiting”** on the top and click **Approve**.

*If you do not see the bar, please check if you are connected to the internet and slide down to refresh the app.*
3B. For Using DUO Passcode

You can get the passcode from your DUO Mobile App. Open the DUO Mobile App on your mobile device, then tap on the key icon next to your account, a one-time passcode is generated.

Login with

- *Computing ID*
- *CUHK OnePass, Passcode*

*Computing ID:*
s1155xxxxxx for students
bxxxxxx for staff

Click OK, the VPN connection should be established successfully.

3C. For Using DUO Bypass Code

In case you have problem with your mobile (e.g. forgot to bring, malfunction, lost or stolen) and cannot provide the 2nd factor for VPN connection, you can generate a temporary DUO Bypass Code by yourself via DUO Self-Service Portal at [https://duo.itsc.cuhk.edu.hk](https://duo.itsc.cuhk.edu.hk).

Login with

- *Computing ID*
- *CUHK OnePass,273635110*

*Computing ID:*
s1155xxxxxx for students
bxxxxxx for staff

Click OK, the VPN connection should be established successfully.
4. **CUHK VPN is now connected**

   NOTE: The maximum connection time is 8 hours with 1 hour idle time out. You can make the connection again when the session expires.

**C. Disconnect from CUHK VPN**

1. Right click the **Network icon** or **WiFi icon** from task bar.

2. Click **CUHK VPN**.

3. Click **Disconnect** to end your CUHK VPN connection.

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