

Accessing WebVPN

WebVPN is a platform to access UCSF applications securely within a browser session without the need for a desktop VPN client. Let's review the process for accessing the WebVPN.

1. Navigate to the WebVPN: <https://ucsfvpn.ucsf.edu>

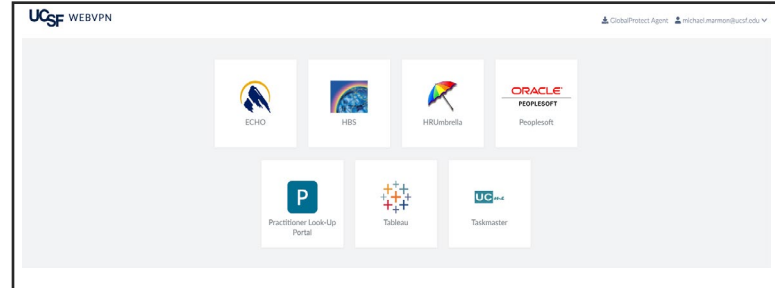
2. Enter your **UCSF Email Address** and **Password** before clicking the Sign-in button.

NOTE: If you enter your UCSF username (e.g. jsmith), you will receive a log-in error.

3. If prompted, complete the request for Duo Multi-Factor Authentication

4. Answer “Yes” if using a private computer or “No” if using a shared computer.

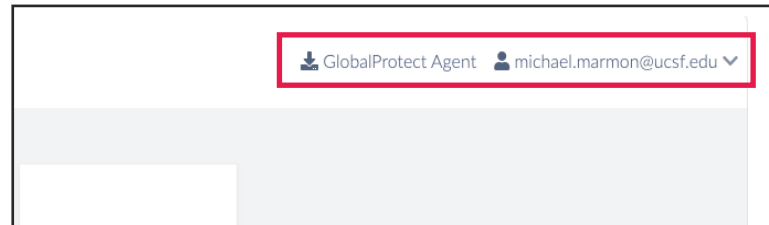
5. Congratulations! You have successfully accessed the WebVPN!



Navigating the WebVPN

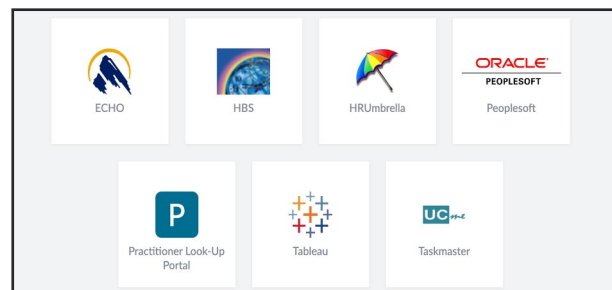
The interface for the WebVPN is simple to navigate, even for first time users. Let's take a moment to review the interface within the WebVPN.

1. The top navigation will highlight the account with which you are accessing the WebVPN.



2. The main application screen provides quick access to the following applications:

- a. ECHO
- b. Huntington Business Systems (HBS)
- c. HRUmbrella
- d. Peoplesoft
- e. Practitioner Look-Up Portal
- f. Tableau
- g. Taskmaster

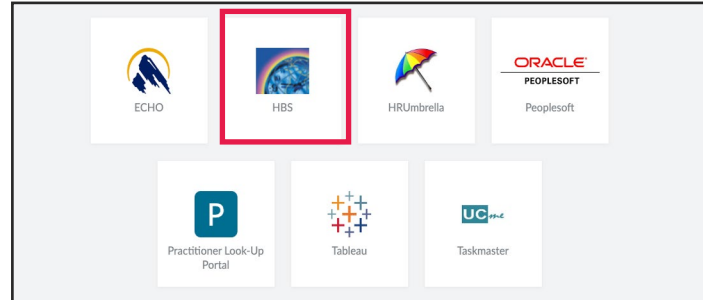


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Accessing Applications from the WebVPN

Now you can use WebVPN to access a UCSF application.

1. Select the tile for the application such as HBS.



2. A new browser tab will open to the application.

NOTE: If you are not currently logged into MyAccess, you may be prompted to enter your UCSF account information (e.g., UCSF username and password) before accessing the selected application.

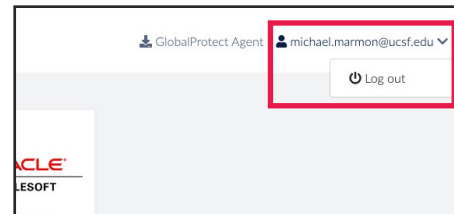
3. Congratulations! You have successfully accessed a application using the WebVPN!

NOTE: When you have completed your work within the selected application, simply close it to conclude the session.

Ending a session in the WebVPN

Once you have completed all your work within the WebVPN, it is best practice to fully log out of the application.

1. Select the **account** dropdown menu in the right-hand corner of the application.



2. Select the **Log Out** option.

3. Congratulations! You have successfully logged out of the WebVPN!

