

LEC VPN NETWORK ACCESS SETUP AND CONFIGURATION GUIDE



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Change Log:

Date	Author	Change	Version Number

Section 1.0: General Overview**1.1: APP AND DEVICE OVERVIEW**

LEC recently performed upgrades to our network infrastructure. These upgrades included new top of the line firewalls to ensure our private network remains highly secure. With these firewall upgrades, LEC has migrated from using Cisco Any Connect to FortiClient VPN for access to LEC's private network. This new access method will require two factor authentication via the FortiToken Mobile app.

The following is a step-by-step instructional guide to get set up with the needed software including the FortiNet VPN client software as well as the two-factor authentication app, FortiToken Mobile, required for VPN access.

1.2: SUPPORT INFORMATION

For assistance with installing the software or if you have questions, please contact support at the below link:

<https://solveit.lecinc.com/support/home>

Section 2.0: FortiNet VPN Client

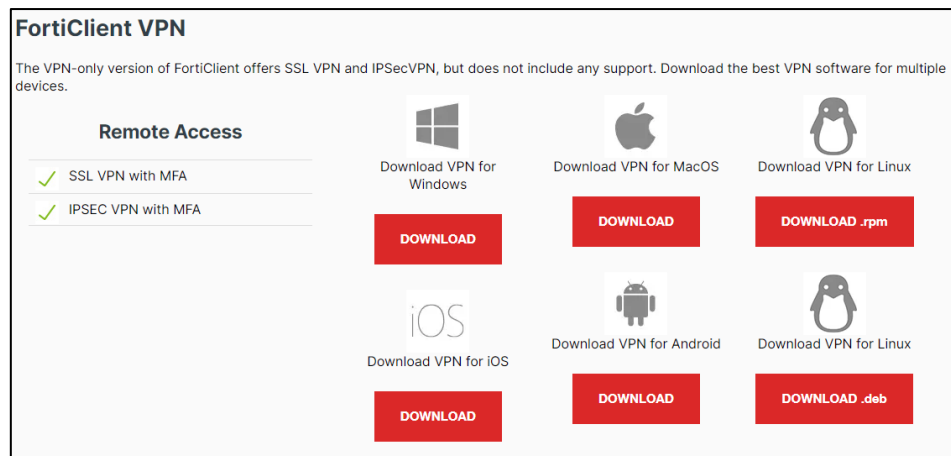
This section will walk through the download and installation of the FortiNet VPN Client. This is the software will replace the Cisco AnyConnect that is currently used to access the LEC private network.

2.1: DOWNLOADING THE SOFTWARE

Follow the below link to download the VPN software:

<https://solveit.lecinc.com/support/solutions/articles/60000716663-lec-vpn-client>

Once on the download page, choose the version that matches the OS on your PC. For example, for Windows PC's, select "Download VPN for Windows".

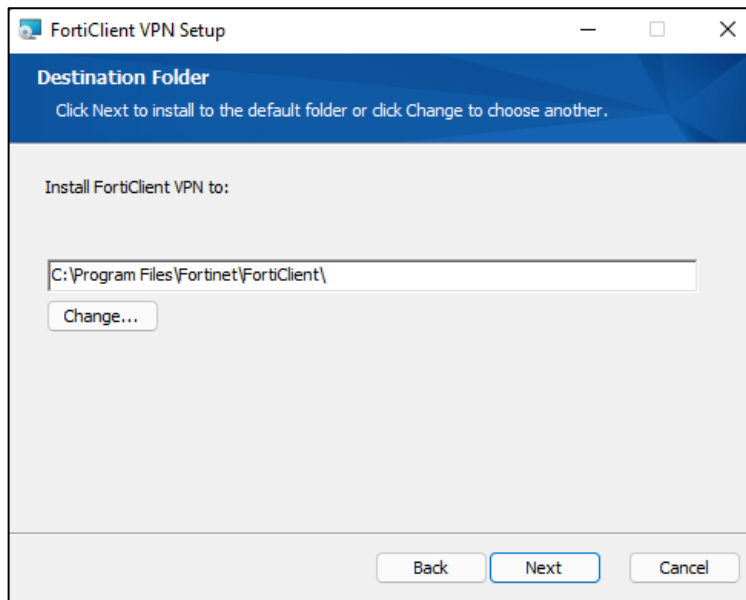


The client will download to your PC. Once completed, navigate to your downloads folder and click the FortiClientVPN installer.

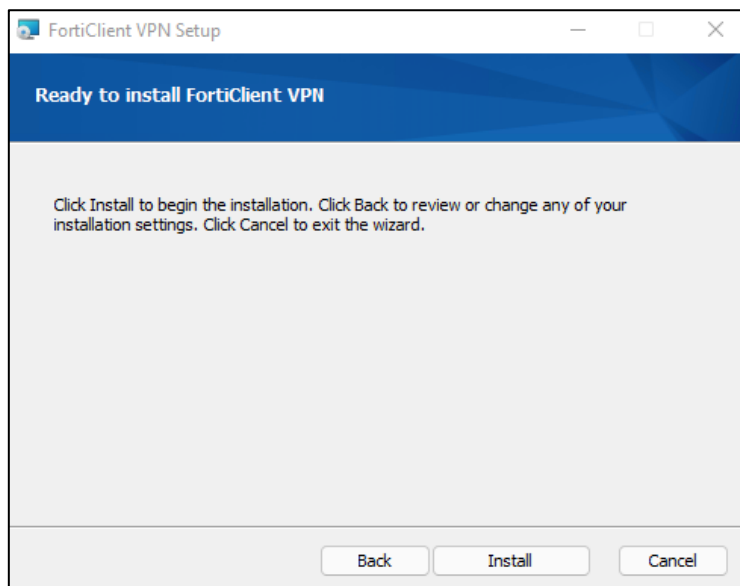
On the first screen, put a checkmark in the box to agree to the license terms then click **Next**.



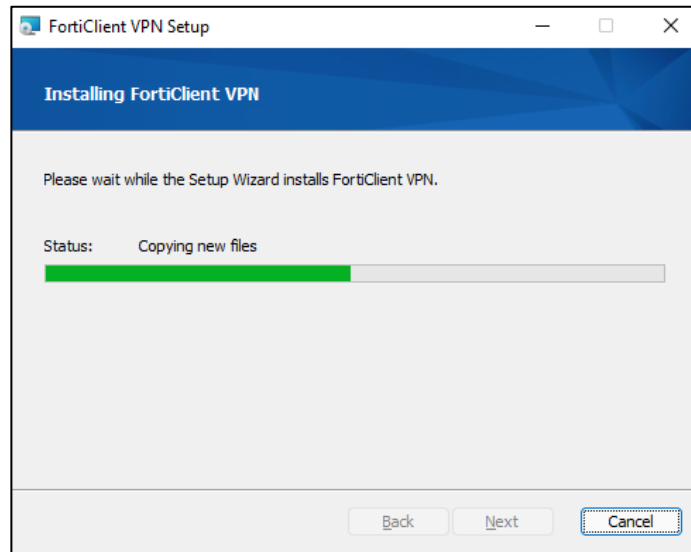
On the next screen, click **Install** to begin the installation of the software. Choose a location for the software to install otherwise leave as is and click **Next**.



On the next screen, click **Install**.



The software will begin to install.



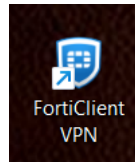
Once the software has completed installing, click Finish.



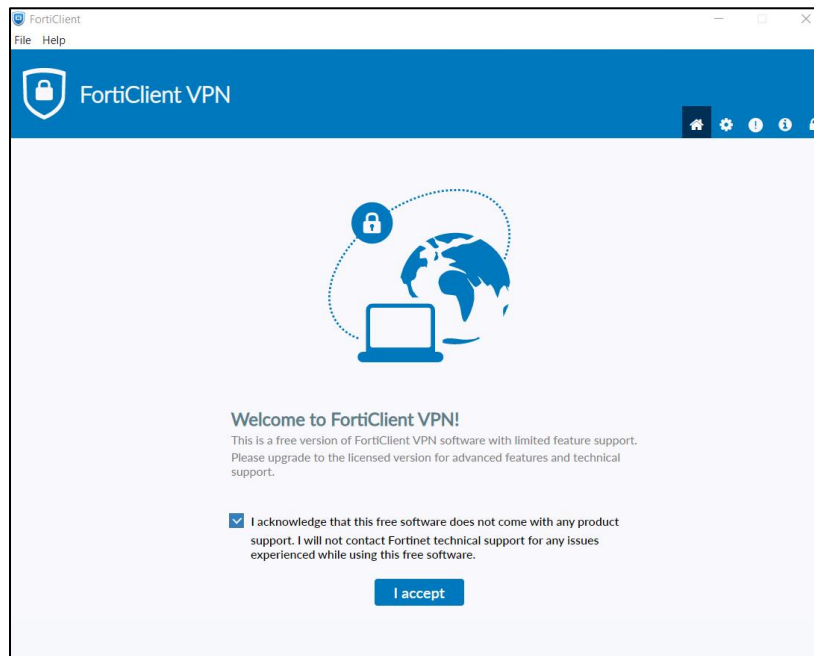
2.2: FORTICLIENT VPN CONFIGURATION

After the install is complete, this section will walk through the required set up for access to the LEC VPN Network.

Begin by locating the shortcut on your desktop:

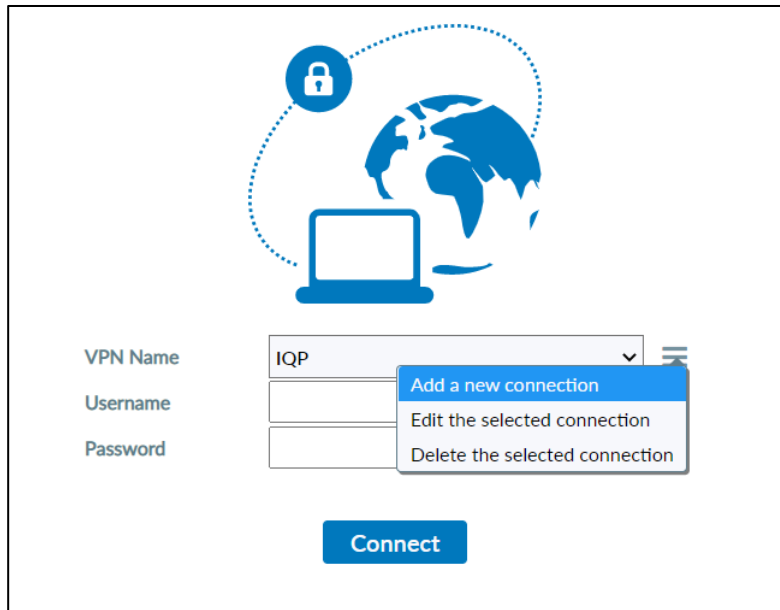


The first time you open the software, you'll be asked to acknowledge that the software you're about to use is free and you will not contact FortiNet support for assistance. Place a check in the box and click I Accept.



NOTE: for any connection issues, please continue to contact LEC technical support.

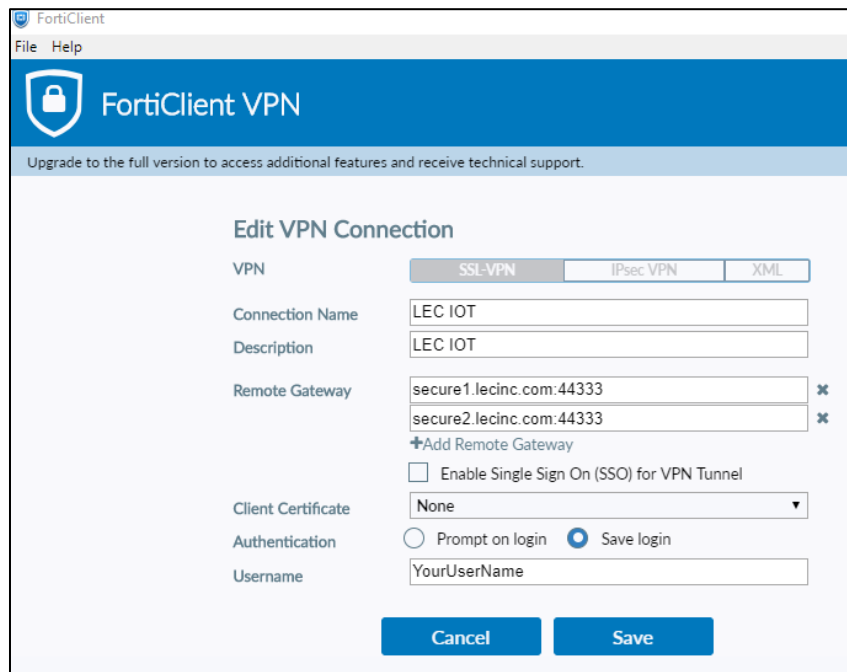
On the next screen, click the three lines to the right of the VPN Name box and click "Add a new connection".



On the next screen, enter the following:

- **VPN:** SSL-VPN
- **Connection Name:** Enter Connection Name
- **Description:** Enter Description of Connection
- **Remote Gateway:** secure1.lecinc.com:44333
- **Add Remote Gateway:** secure2.lecinc.com:44333
- **Client Certificate:** None
- **Authentication:** choose “Prompt on login” or “Save login”

When done, click **Save**



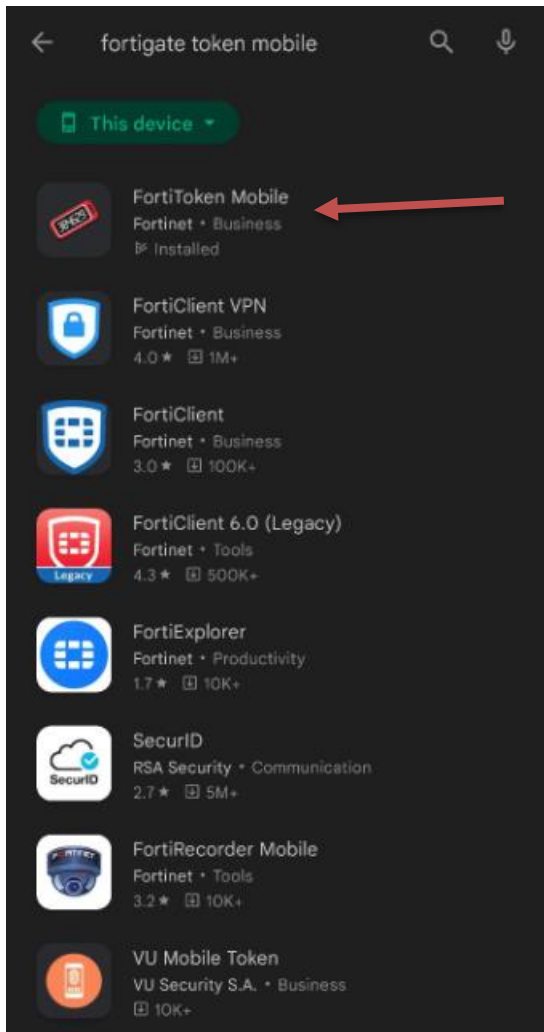
All the connections are now ready for use. The next section will cover setting up two factor authentication on your mobile device.

Section 3.0: FortiToken Mobile

In order to access the LEC private network, every user will be required to use two factor authentication before access is allowed. This can be done by using the associated app downloaded onto your cell phone. This section will walk through the setup.

SECTION 4.1: INSTALLATION

From the google app store, search for the following app: FortiToken Mobile



Select and install the application onto your mobile device.

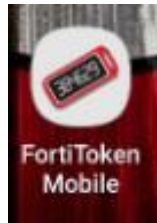
NOTE: for iOS, the process is the same. The application can be found in the Apple app store.

SECTION 4.2: CONFIGURATION

Before proceeding further, you will need to contact LEC support in order to be provided with a token. This will come via an email from the LEC Authentication server. Once the email is received, you will only have a few hours to complete the process before the token will expire and you will need to request a new one. The email will come with an attachment with a QR code. This code can be used to scan into the software for ease of use.

NOTE: This process will only have to be done once upon initial activation.

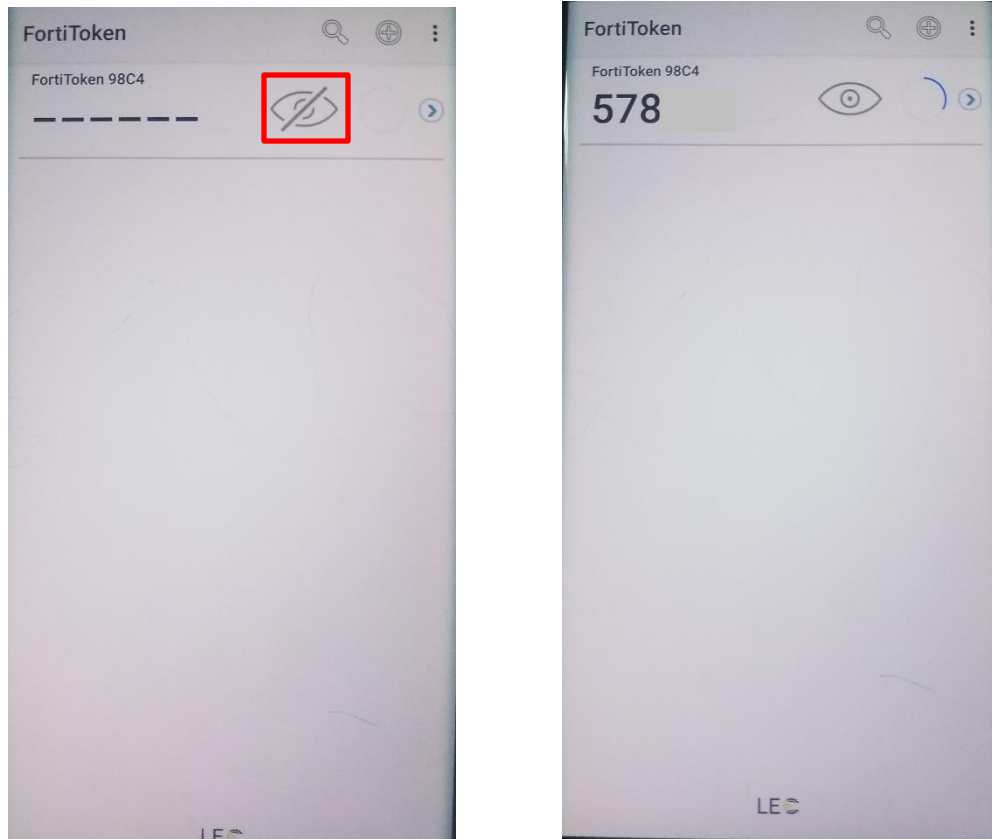
Now that the application is installed, click Open from the app's location in the app store or find the app icon in your apps list to open.



Once the app is open, it should open to a screen similar to the below. Locate the email provided from the LEC-Authentication server. Open the attachment with the QR code. Click “Scan Barcode” from the bottom of the screen.



Once the barcode has successfully scanned, the screen will provide you with a 6-digit access code. If the 6 digit code is not displayed, click the eye symbol with a slash through it.



Everything is now set up to get access to the LEC private network.

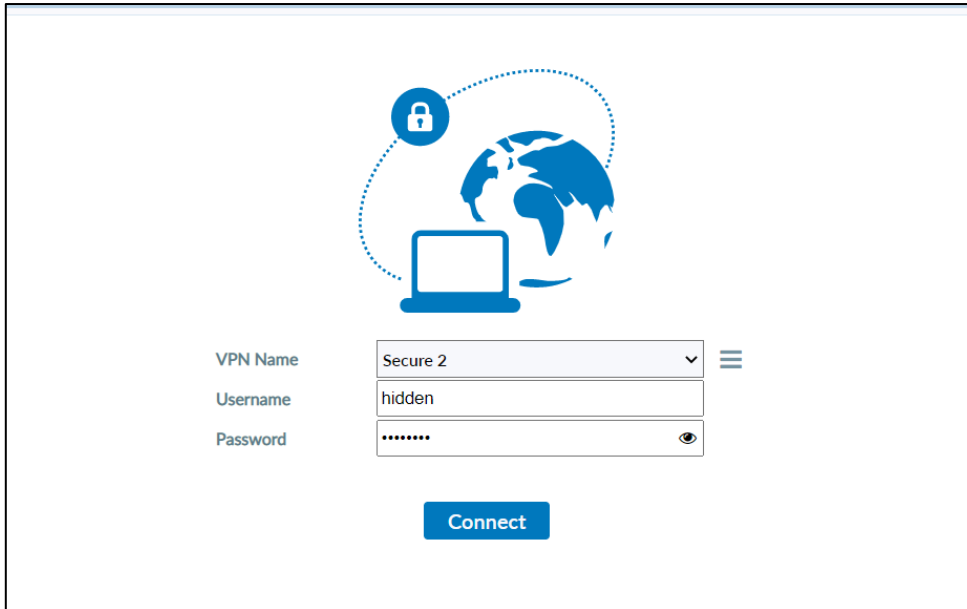
Section 5.0: Logging into the Network

This section will walk through how to use the FortiClient VPN client with the FortiToken Mobile two factor authentication to get access to the LEC private network.

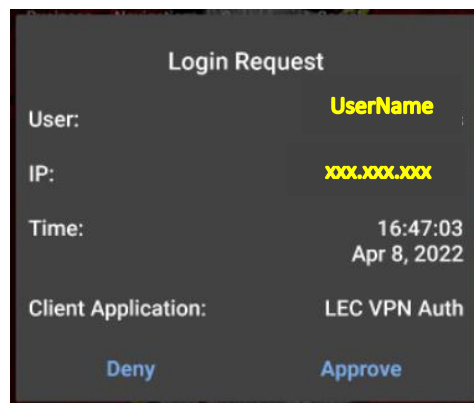
Before proceeding, you'll need to have your username and password, provided by LEC technical support. If you do not have a username and password, please refer to section 1.2 to contact technical support.

SECTION 5.1: LOGGING INTO THE NETWORK

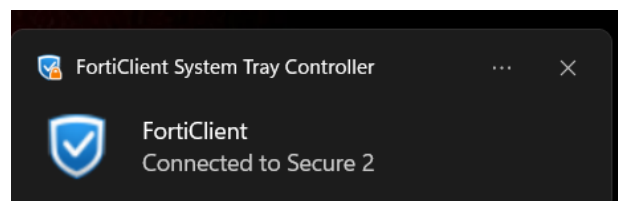
Open the FortiClient VPN software from your desktop on your PC. From the VPN Name dropdown, choose Secure 1 or 2. Enter your username and password combo provided by LEC technical support then click **Connect**.



The Client will start to connect. On your mobile device, a authentication request will popup. Click Approve to allow the connection.



The connection will then complete.



To disconnect from the VPN, open the FortiClient VPN software, and click Disconnect.

