

**\*\* Please use either Chrome or Firefox browser for this. This instruction uses Chrome browser as example\*\***

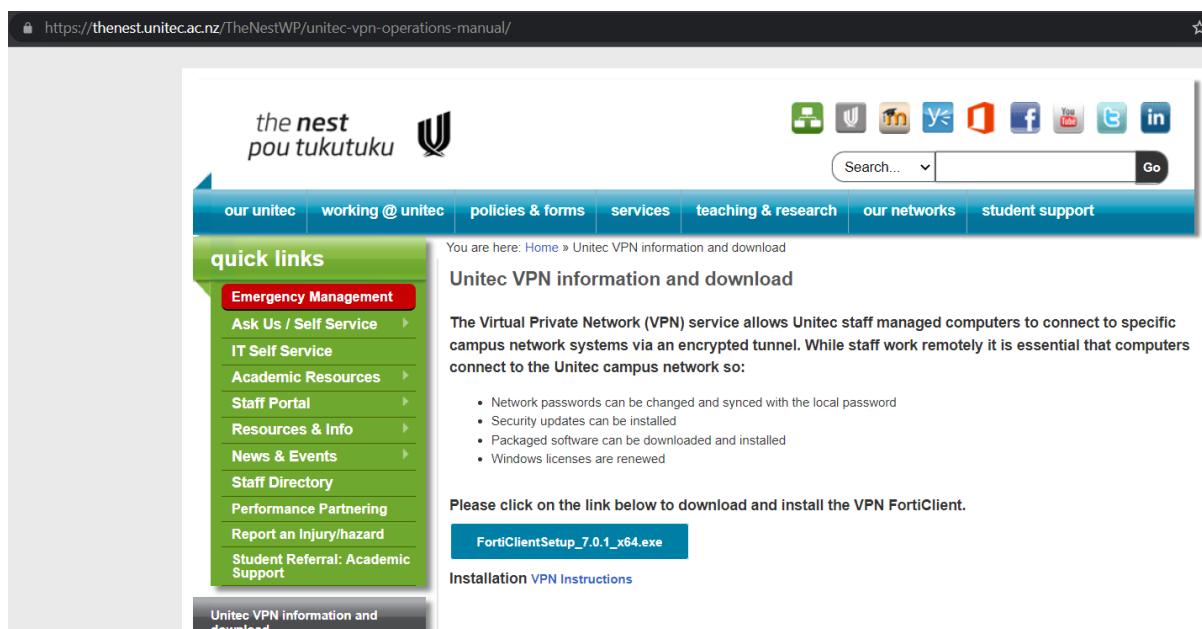
The link from email should take you to the next page;

1. If you have not previously logged on, you will need to enter your Unitec username and password as below; if you have already logged proceed to step 2 below;



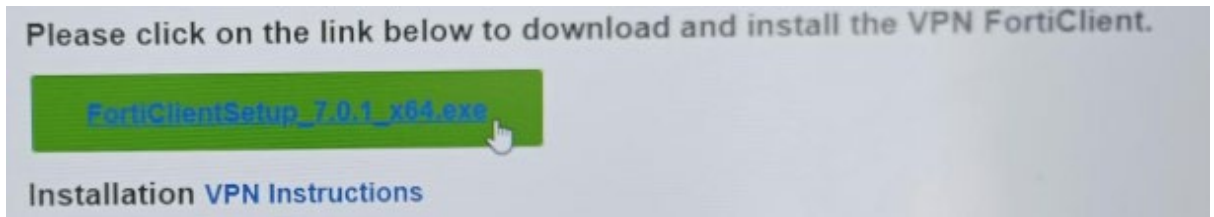
The image shows the 'Secure Logon for Unitec' page. At the top left is the Unitec logo with the text 'Unitec Institute of Technology TE WHARE WĀNANGA O WAIRARA'. To the right is a photograph of a modern building. The login form is in the center, titled 'Secure Logon for Unitec'. It contains fields for 'Username' (with 'testuser' entered) and 'Password' (with masked characters). Below these is a 'Logon' button. A note states: 'Your username is the name part of your Unitec email address without the domain e.g. jblogs'. A link for 'Forgot Password?' is at the bottom of the form. The footer of the page displays 'study@unitec.ac.nz' on the left and the phone number '0800 10 95 10' on the right.

2. You will be taken to this page;

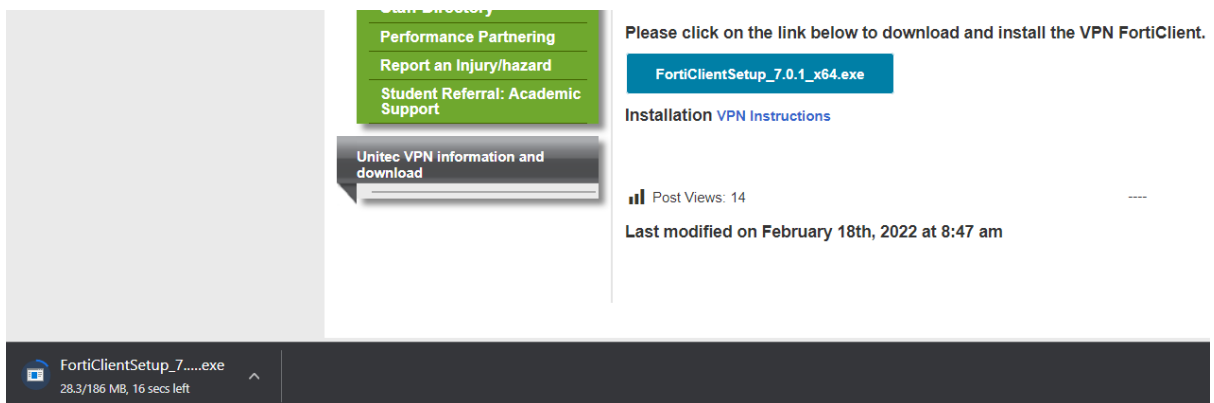


This screenshot shows the website 'the nest pou tukutuku' with the URL 'https://thenest.unitec.ac.nz/TheNestWP/unitec-vpn-operations-manual/'. The page has a blue header with navigation links: 'our unitec', 'working @ unitec', 'policies & forms', 'services', 'teaching & research', 'our networks', and 'student support'. A search bar is located on the right. A left sidebar contains a 'quick links' menu with items like 'Emergency Management', 'Ask Us / Self Service', 'IT Self Service', 'Academic Resources', 'Staff Portal', 'Resources & Info', 'News & Events', 'Staff Directory', 'Performance Partnering', 'Report an Injury/hazard', and 'Student Referral: Academic Support'. The main content area is titled 'Unitec VPN information and download' and includes the text: 'The Virtual Private Network (VPN) service allows Unitec staff managed computers to connect to specific campus network systems via an encrypted tunnel. While staff work remotely it is essential that computers connect to the Unitec campus network so:'. A bulleted list follows: 'Network passwords can be changed and synced with the local password', 'Security updates can be installed', 'Packaged software can be downloaded and installed', and 'Windows licenses are renewed'. Below this, it says 'Please click on the link below to download and install the VPN FortiClient.' and provides a button for 'FortiClientSetup\_7.0.1\_x64.exe'. At the bottom, there is a link for 'Installation VPN Instructions'.

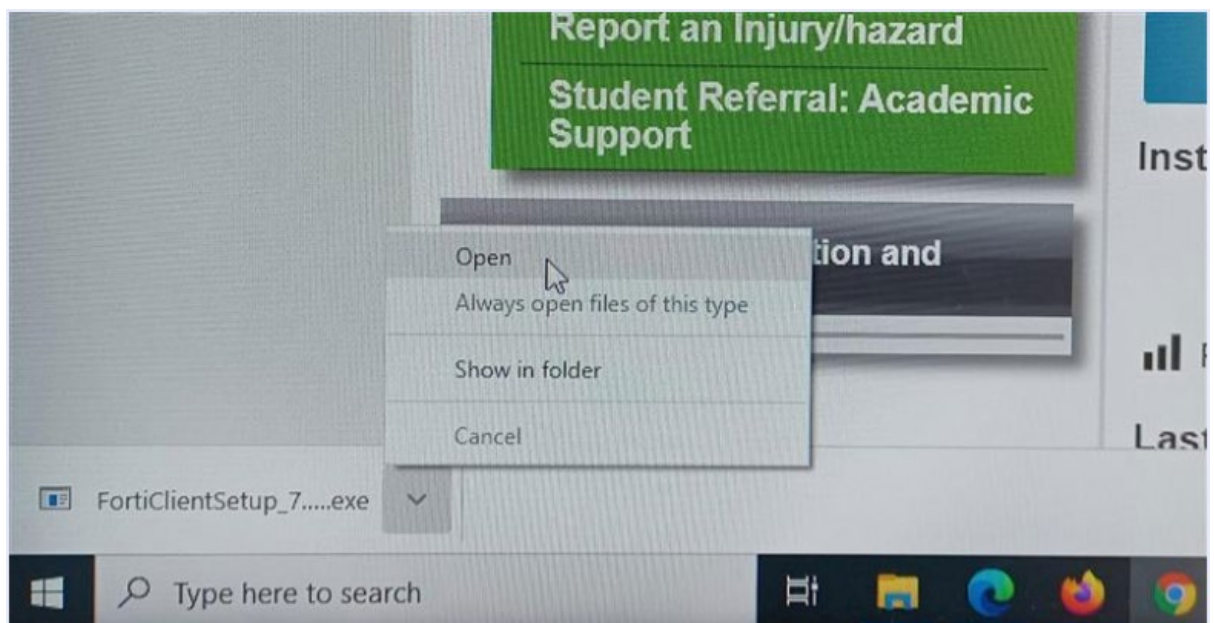
3. Please read the information on this page then click the [FortiClientSetup\\_7.0.1\\_x64.exe](#) button to download the installer file.



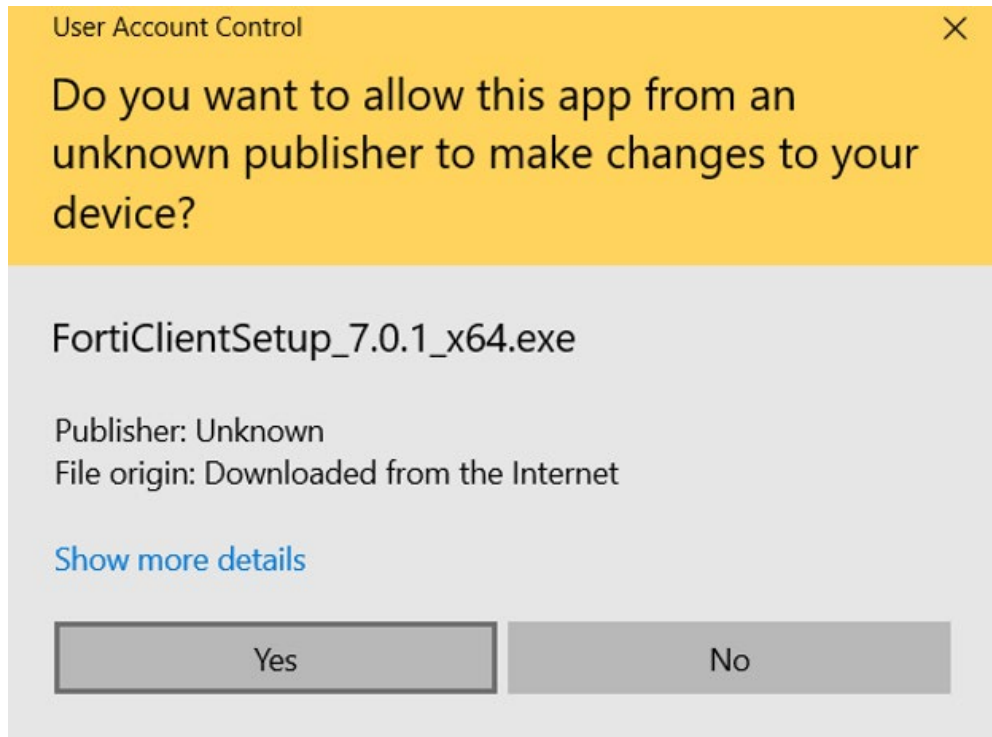
4. Once you have clicked the download link, you should see the installer is downloading as showing at the bottom left corner of your browser.



5. When the download is complete, click to open the file;



6. The window below will pop up, click “Yes” to install it.

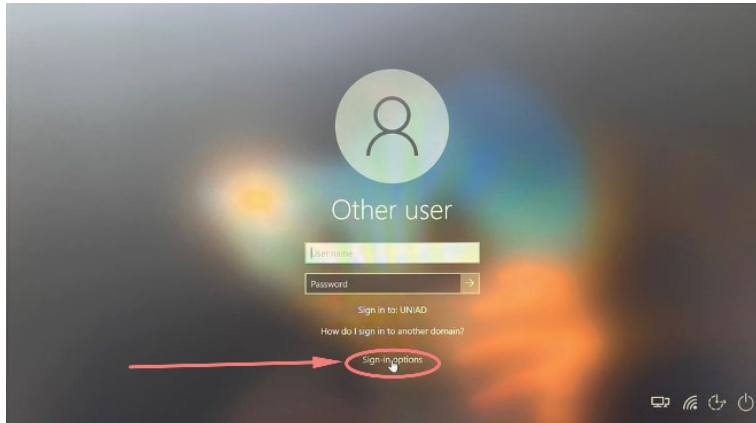


7. On the next screen, tick the “Yes, I have read and accept the license agreement” check box, click “Next”.
- 8.

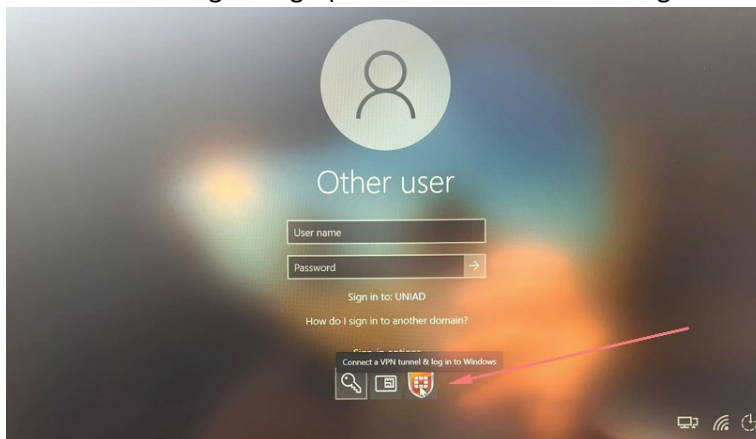


9. Follow the on-screen instruction to install the software

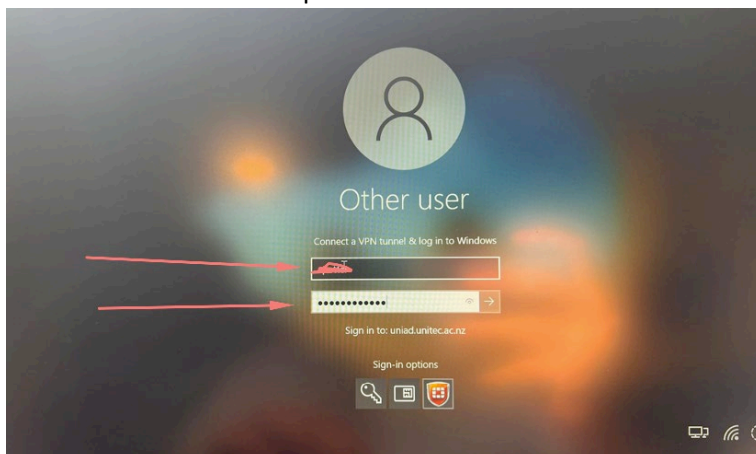
10. When the software is successfully installed **reboot your laptop and log back in by following the instructions as follows;** on the logon screen, please click the sign-in options



11. Click on Fortigate logo (Connect a VPN tunnel & Log in to Windows)



12. Enter username and password



13. Click enter to log in to your computer

14. After logging in, open a new browser session to access the Nest page, This time the Nest page should display straight away.

The Nest Home - The Nest (Staff) x

thenest.unitec.ac.nz/TheNestWP/

**the nest**  
pou tukutuku

our unitec | working @ unitec | policies & forms | services | teaching & research | our networks | student support

quick links

- Emergency Management
- Ask Us / Self Service
- IT Self Service
- Academic Resources
- Staff Portal
- Resources & Info
- News & Events
- Staff Directory
- Performance Partnering
- Report an Injury/hazard
- Student Referral: Academic Support

Get to know... more...

How to Get Connected!

**GAMES NIGHT!**

The past two years have changed the way we work and live, and staying connected with others has often become hard, so welcome to our new feature! Every fortnight, we will highlight different opportunities and tips for re-connecting with Unitec whānau. For majority of us, our colleague circle has gotten smaller over last

You are here: Home

**announcements**

**Te Reo Māori for staff**  
Register Now!

Starts 15 Feb, 1 - 2pm

**news** [Read more news](#)

Unitec lecturer Robyn Gandell receives award for mathematics paper  
Thursday 24/02/2022  
Unitec Bridgepoint lecturer Robyn Gandell was recognised at the Conference of the European Society for Research in Mathematics Education for...

Grammarly rollout for students and staff  
Friday 25/02/2022

Kōrero over coffee at the Long Black  
Wednesday 23/02/2022

Remember to use your Christmas Countdown voucher  
Tuesday 22/02/2022

**what's on** [Go to calendar view](#)

Date: Monday 06/12/2021 To: Saturday 26/02/2022

Date: Monday 28/02/2022 6:15 am - 7:00 am	Cycle pursuit B174 - Sports Centre, Mt Albert
Date: Tuesday 01/03/2022 1:00 pm - 2:00 pm	Unitec - Staff Kura Reo Classes Via Teams - (recurring teams link will be sent once registered), Mount
Date: Thursday 03/03/2022 12:30 pm - 1:15 pm	Mount - Breath and body awareness class B174 - Sports Centre, Mt Albert
Date: Friday 04/03/2022 6:30 am - 7:15 am	Yoga B174 - Sports Centre, Mt Albert

**Covid-19 Information**

**Covid-19**  
Updates, forms, information

**Network Status**

**Staff Notices** [more...](#)

Affected Performance Consideration & Extensions  
Thursday 24/02/2022

New Moodle Resource for Teaching Staff  
Wednesday 23/02/2022

Classified: New townhouse in Westgate for rent  
Tuesday 22/02/2022

Shuttle Bus Service Reminders  
Monday 21/02/2022

Long service milestones - January 2022  
Friday 18/02/2022

**yammer** [more...](#)

**Unitec NZ**

GM Start a discussion

15. You should be able to do all your BAU activities as per usual.