

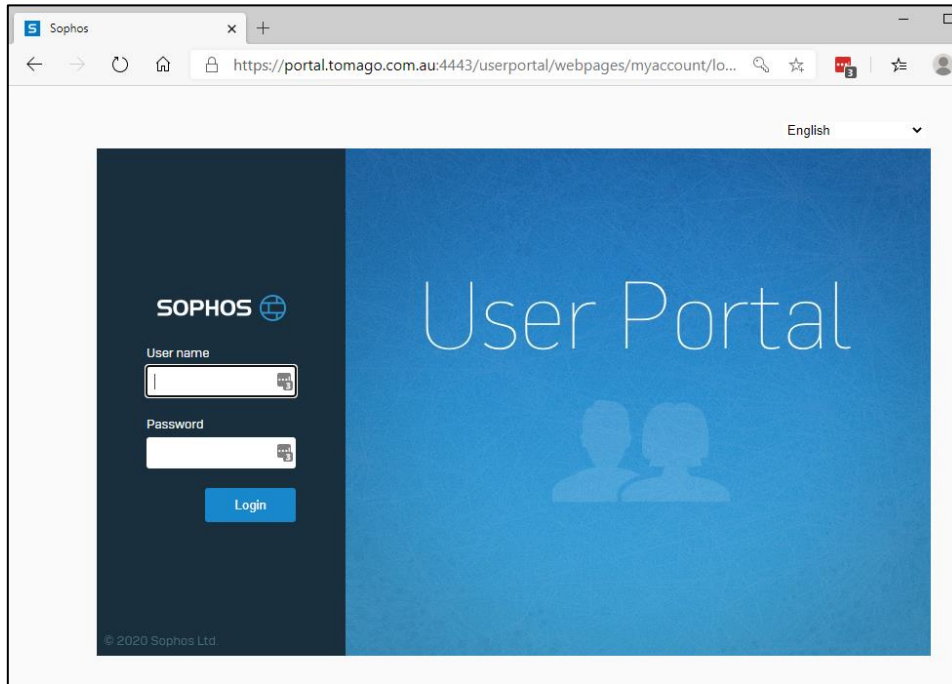
# Tomago VPN for Remote Access (Sophos)

## *Download the Client*

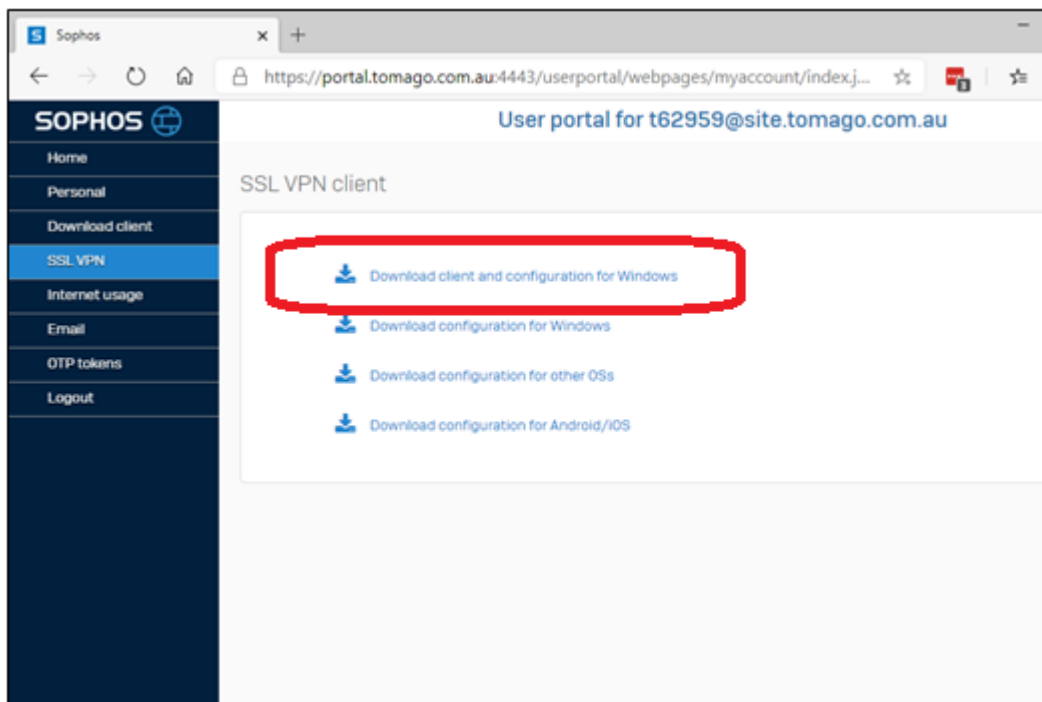
1. This will not work if you are currently onsite and using your computer at TAC itself – it will only work remotely.

To begin the process, open a web browser and go to: <https://portal.tomago.com.au:4443/>

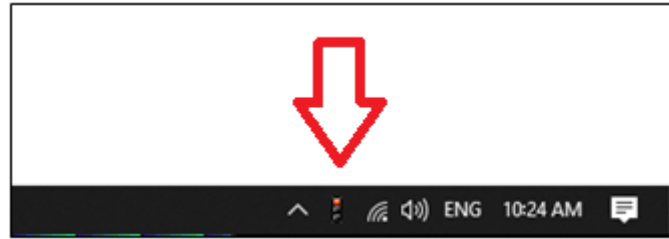
Enter your user credentials (T-Number / Password) to log into the portal.



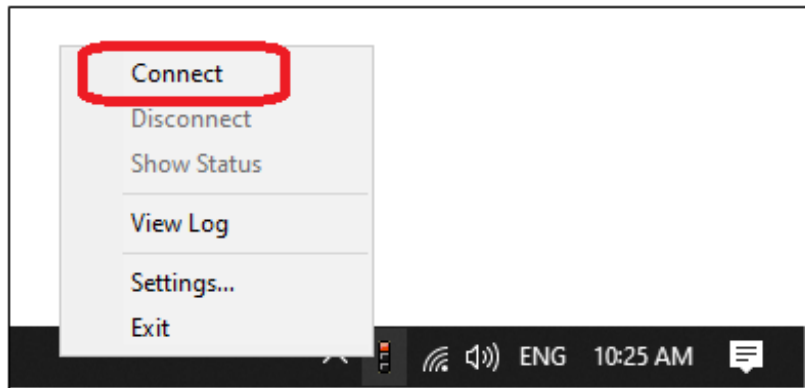
2. Once you have logged into the portal, the default page will prompt you to download the required software. Choose the option that is relevant to your computer, 'Download client and configuration for Windows' will setup everything for a Windows machine – run the downloaded file once it has completed, accepting all defaults and installation requirements.



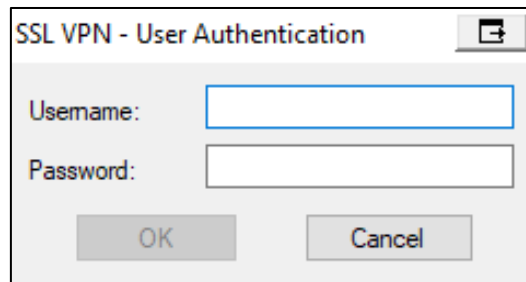
- Now that the software has been installed, you can find the shortcut icon in your taskbar – it looks like a set of traffic lights. You may need to click on the up arrow to show more icon options.



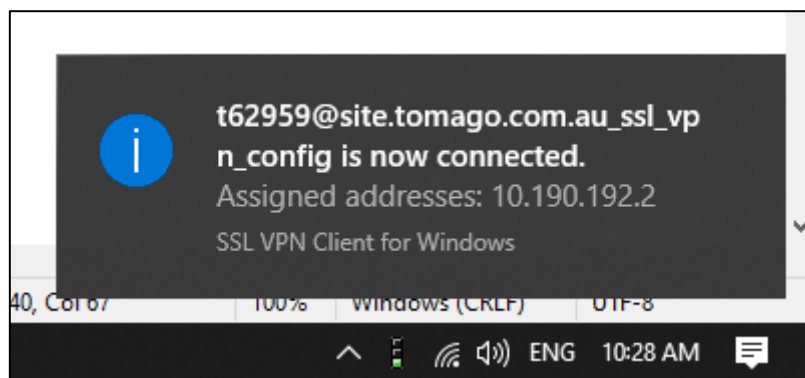
- To connect to the VPN itself right click on the new icon and then click 'Connect'



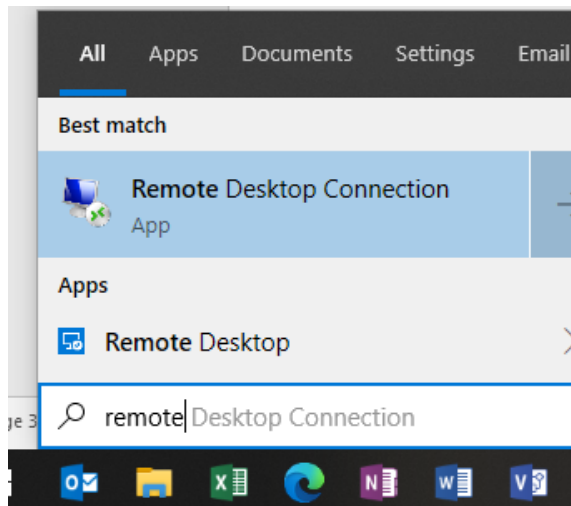
- Enter your user credentials, just using your T-Number (**do not** input TAC\_DOMAIN)



- The following should show briefly on your screen to confirm that you are now connected. Likewise, the traffic lights also show a green light.



1. To remotely connect to your computer at TAC, click the “Start/Windows Button” – and type **Remote**. You should see the **Remote Desktop Connection** - click this.



2. Enter the TAC number of your PC as follows: \*TACxxxx\*.site.tomago.com.au and click connect.  
For example: TAC1234.site.tomago.com.au



3. When prompted for your username and password, click “More Choices” then “Use a Different Account”. Enter **TAC\_DOMAIN\** before your tnumber as shown.  
A new window will open and you will be logged into your PC, simply closing the window will lock the remote PC when you are finished.

