Windows 7 VPN Instructions for Broadband Connections

Setting Up the Connection

Click on “Windows” (Start) in the lower left corner of your screen and select “Control Panel.”

Click on “View network status and tasks.”
Click on “Set up a new connection or network.”

Click on “Connect to a workplace,” then click the “Next” button.
Choose “Use my Internet connection (VPN).”

Enter the information as shown below, and then click the “Next” button.
Enter your Southwest user name and password in the spaces provided. Click the “Connect” button.

This connection will continue to appear under the network icon in your task bar in the lower-right corner of the screen. Clicking the network icon will bring up a menu allowing you to control the VPN connection. When you are finished using the Southwest network, always remember to disconnect using this icon.
Connecting to Your Home Directory (M: Drive)

You will need to know the path to your home directory in order to connect to it via a VPN connection. You can find this information by looking at the M: Drive on your computer at work. From the “Start” menu, open “Computer.” In the example below, the path is `\SWMDC1\USERS\wwall`.

Once you are off-campus and have started the VPN connection, open “Computer,” click “Map Network Drive” and enter the path for your home directory. In some cases you may have to add `.southwest.tn.edu` to the server name as shown below.