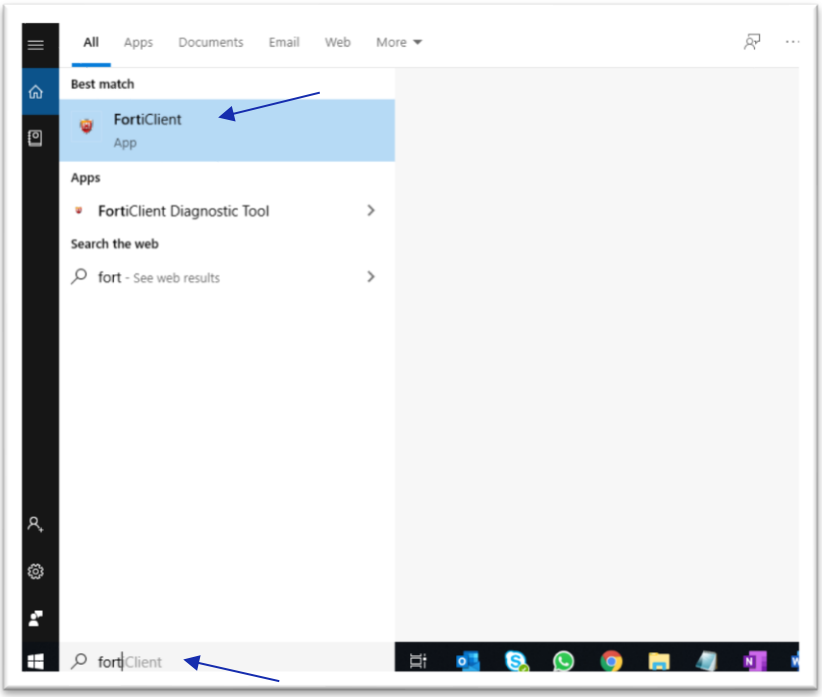
BRENNAN IT

FORTINET VPN
USER GUIDE

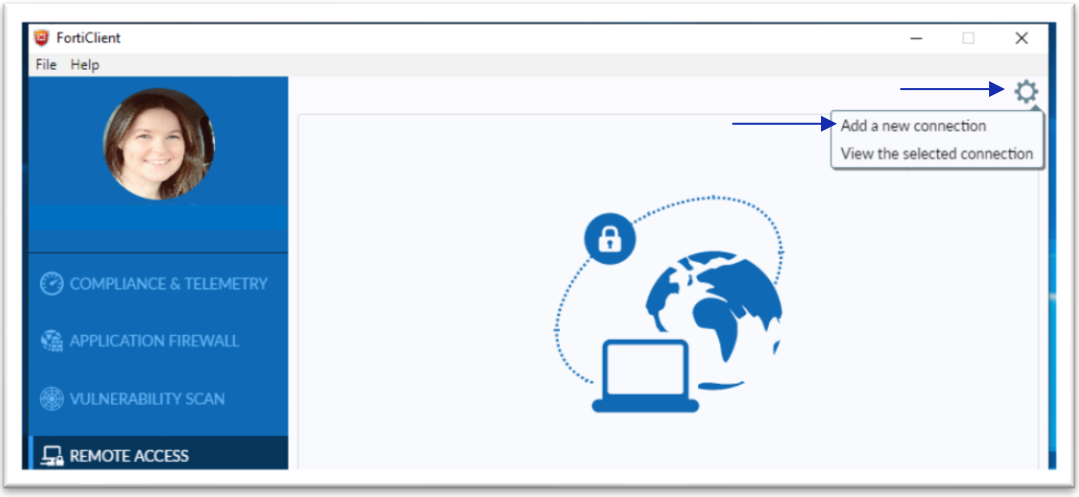
FORTINET VPN
INSTILLATION AND CONFIGURATION STEPS

1. Search for “FortiClient” on your computer.

   a. If not already installed, you can download the FortiClient here
   b. If already installed, skip ahead to step 7.



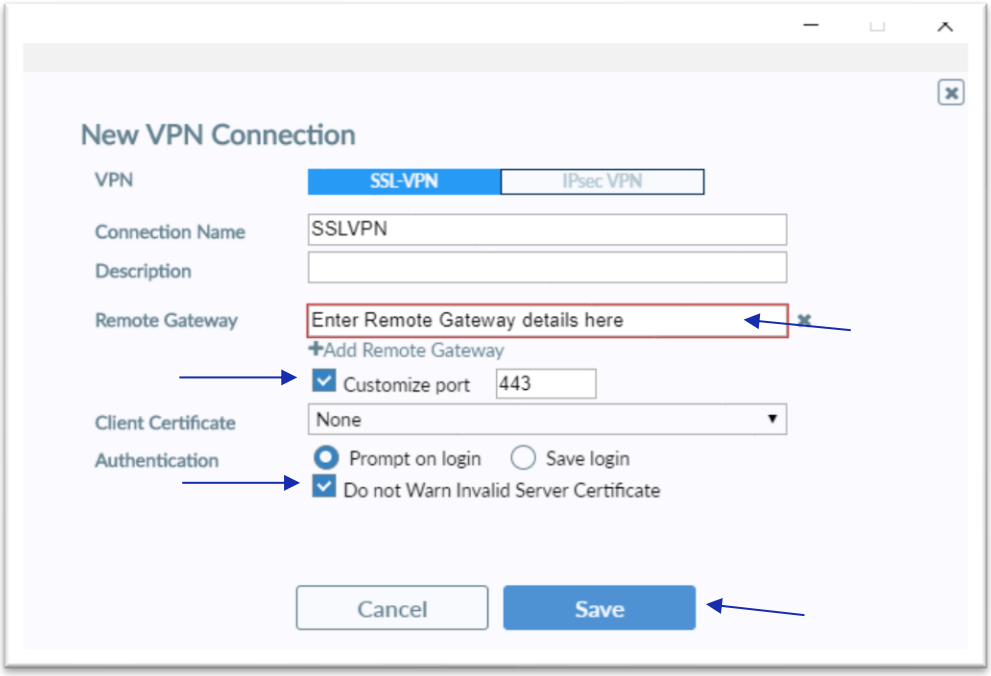
2. Follow the installation steps and open the FortiClient application.
3. In the top right corner click the cog wheel and select ‘add new connection’



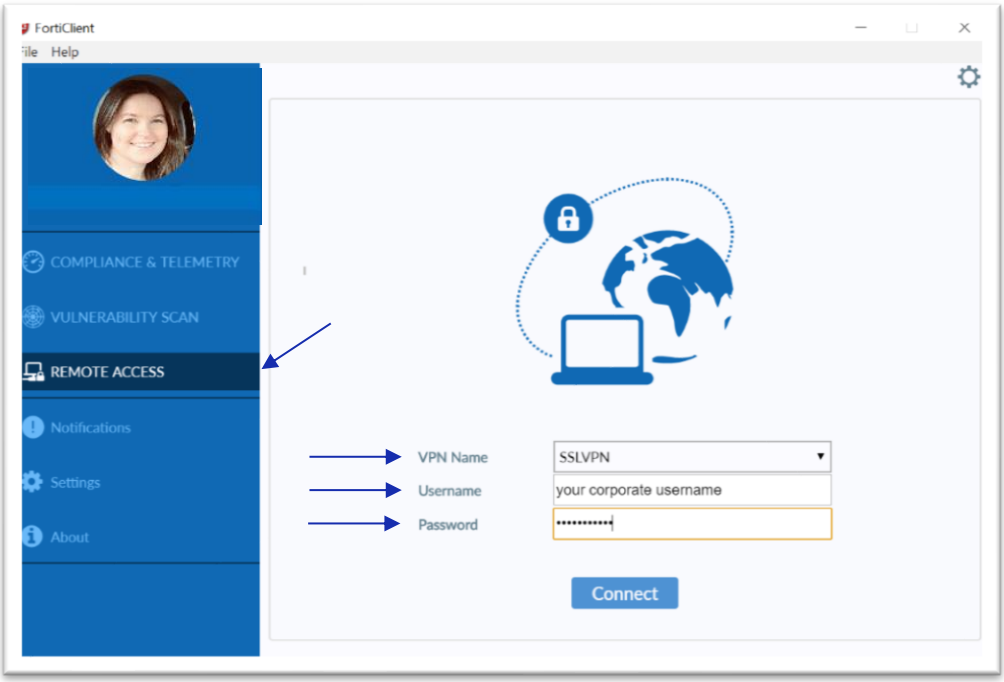
4. Within the new VPN Connection window that's opened, enter the **REMOTE GATEWAY** information as provided to you via an email sent from the Brennan IT Service Desk or your internal IT team.

    a. This will be something like <your_groupname.brennanit.net.au> or an IP address like 208.122.20.2, but not exactly these values.

5. Next, check the "Customise port" and "Do not Warn Invalid Server Certificate" boxes. Leave everything else unchanged.
6. Click 'Save'.



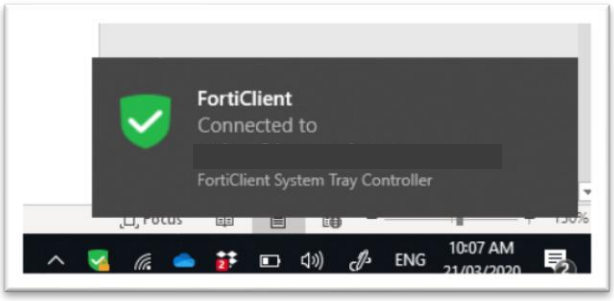
7. Back on the FortiClient home screen, click the 'Remote Access' tab.
8. Enter your Corporate username (lowercase) and password, then click 'Connect'.



9. You will be prompted to enter a ‘FortiToken’ code. This can be retrieved from the FortiToken Mobile app on your phone.

    a. If you do not have the FortiToken app installed, refer to the ‘FortiToken App Install Guide’ on the next page.

10. You will receive an onscreen notification confirming you are now connected.



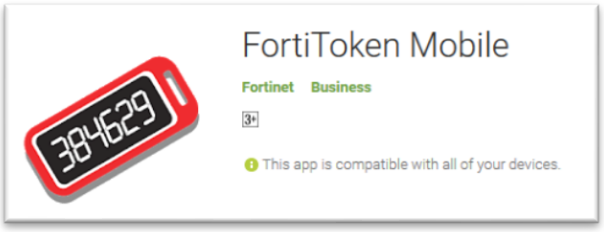
FORTITOKEN MOBILE APP
HOW TO DOWNLOAD AND USE

To ensure you can log into your business network using FortiClient VPN when working remotely, you need to have the FortiToken Mobile app for 2-factor authentication downloaded and set up on your mobile phone.

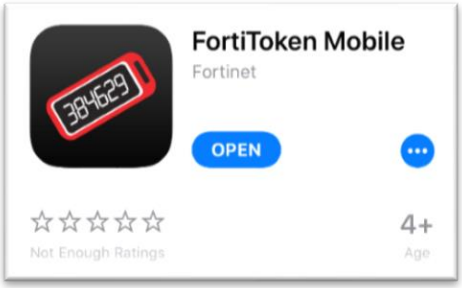
To install on your Apple or Android device, please follow these steps.

1. Download the FortiToken Mobile App from the app store.

   Android: FortiToken Mobile (download)

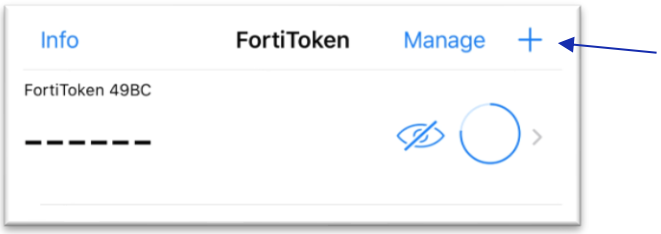


   Apple iOS: FortiToken Mobile (download)



2. On your computer, open the email you received from the Brennan IT Service Desk, subject line - “FTM Activation on FortiGate”

3. On your mobile device, open the FortiToken Mobile app. In the top-right corner, select the add symbol (+).

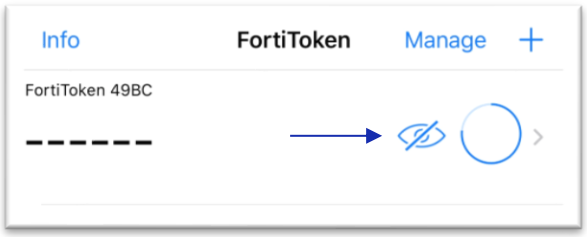


4. The ‘Scan Barcode’ feature should automatically activate.
5. Now scan the QR/Bar code you received in the email mentioned in step 2.

   a. If you can’t scan the barcode, select to ‘Enter Manually’ and type the activation code provided in the email.

6. Your FortiToken is now activated and ready to be used when connecting to your corporate network.

    a. Now, when you go to log in remotely using FotinetClient, you will receive an alert on your mobile phone via the FortiToken Mobile app.
    b. The token codes are hidden by default. To display the code, click the eye symbol to reveal.



7. Type the 6-digit code into the FortiClient application when you are prompted.

    a. For security, new codes are generated every 30 seconds.

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