Accessing the SCDC network via VPN

First time access and setup

1. Download the Google Authenticator App on your phone via Google Play or Apple's App Store.

2. On a PC, go to the following link in the *Chrome web browser* (you will need to download Chrome if you do not already have it):

   https://vpn1.doc.sc.gov/doc-gweb

3. Click "proceed" and, when prompted, enter your SCDC login credentials (i.e., the same login information you use to login to a computer).

4. You will be taken to the following screen:

5. Open the Google Authenticator App you downloaded on your phone and scan the QR code shown on the website on your PC.

6. Once set up, on the Google Authenticator App you will see a screen with 6 digits and your SCDC employee number underneath.
   a. These 6 digits are the VPN token you need to access the SCDC network;
   b. Any time you are asked to enter your "authenticate code", you will need to open the Google Authenticator App and type the 6 digits you see on the screen;
   c. NOTE: there is a timer to the right of your employee ID number. These digits are refreshed every 30 seconds. If you don't enter the digits before they expire, you will need to enter the new set of digits that appear.

For now … to complete the initial setup:

7. Go back to the website on your PC.

8. SKIP ITEM #2: "Store Backup Codes"

9. Under item #3, enter the 6 digits that currently appear in your Google Authenticator App. *(Tip: If the numbers are red and close to timing out, just wait a few seconds and use the new set you are given when the timer refreshes; that way you won't worry whether you beat the timer or not.)*

   All done! You should see the screen below which means you have accessed the WEB VPN SCDC Secure Access Service. (NOTE: next time you login at https://vpn1.doc.sc.gov/doc-gweb, you will be taken directly to this screen.)
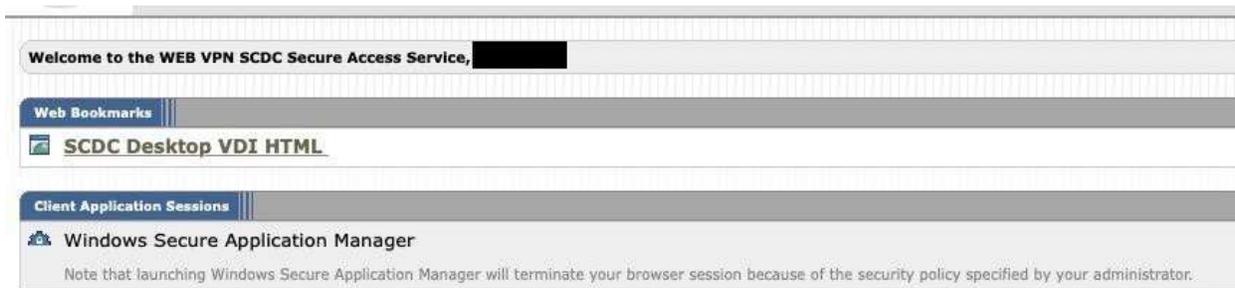
10. Click the SCDC Desktop VDI HTML link. Once you click this link, you will see the SCDC desktop icon. Click the icon and you are in.

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Here forward, to access the SCDC network via VPN, simply go to https://vpn1.doc.sc.gov/doc-gweb:

- Accept the Pre Sign-In Notification by clicking "proceed"
- Enter your SCDC credentials → click "sign in"
- Enter your authentication code (the 6 digits shown on the Google Authenticator App) → click "sign in"
- Re-enter your credentials on the screen that appears next and that will take you to the VDI HTML screen show under item #10 above.

If you encounter any problems or have questions, please contact the Help Desk at 803-896-1759.