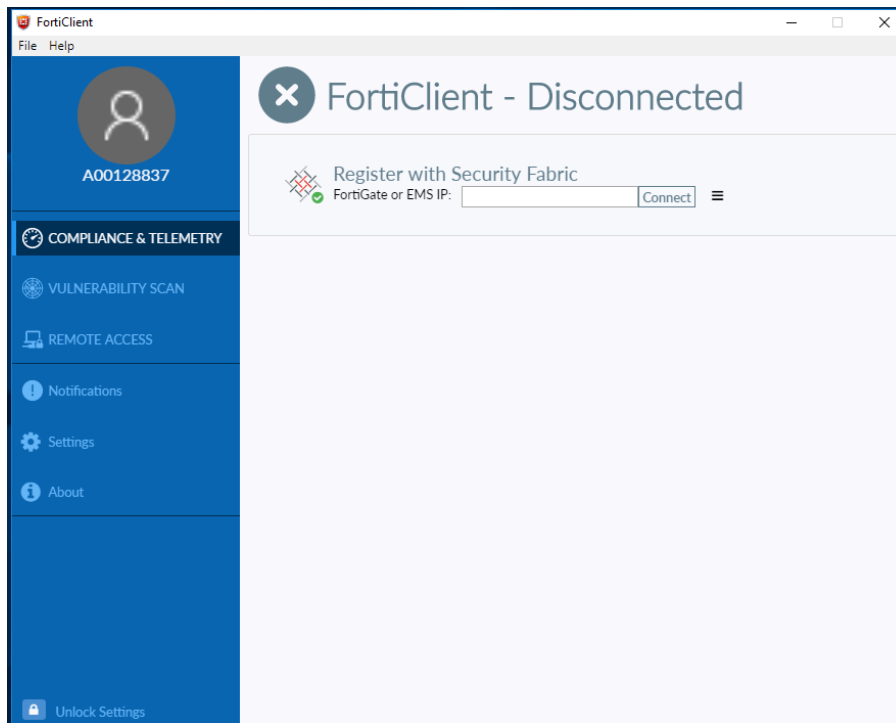# Begin by opening Forticlient:

- You may have a shortcut on your Desktop, such as the image below, that you can double-click:
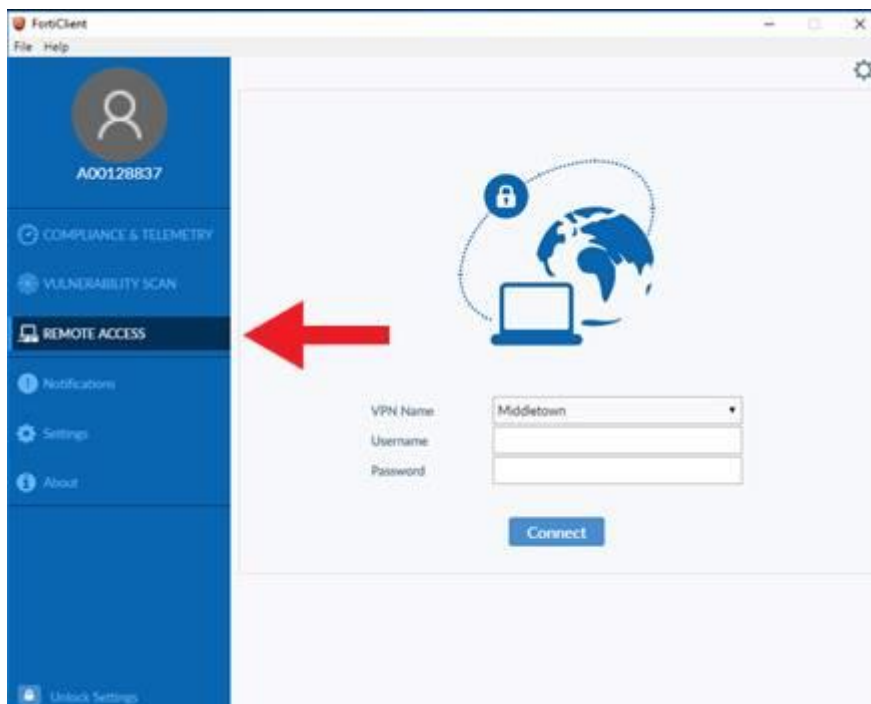

- If you do not have a shortcut, (1) click the *Windows* key at the bottom-left of your screen and (2) choose FortiClient from the FortiClient folder:
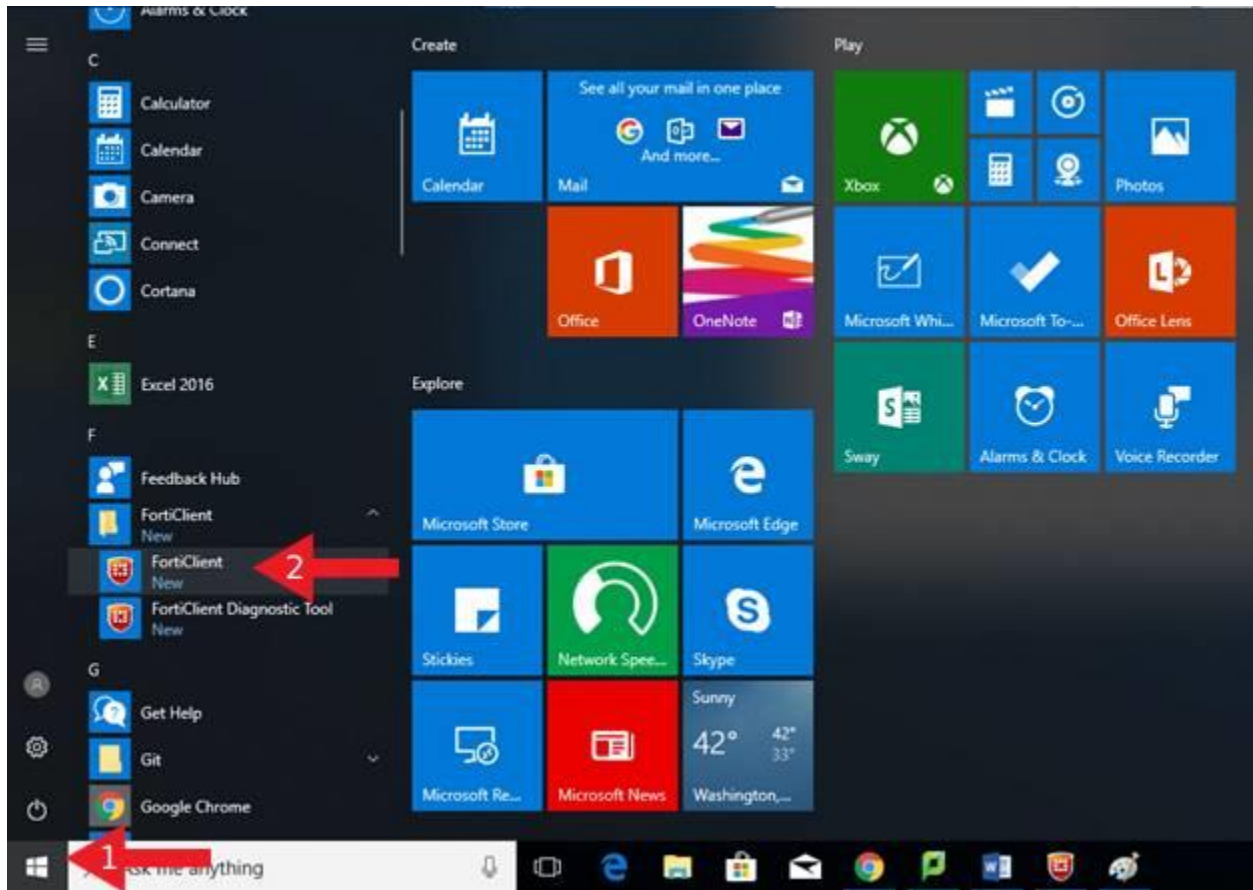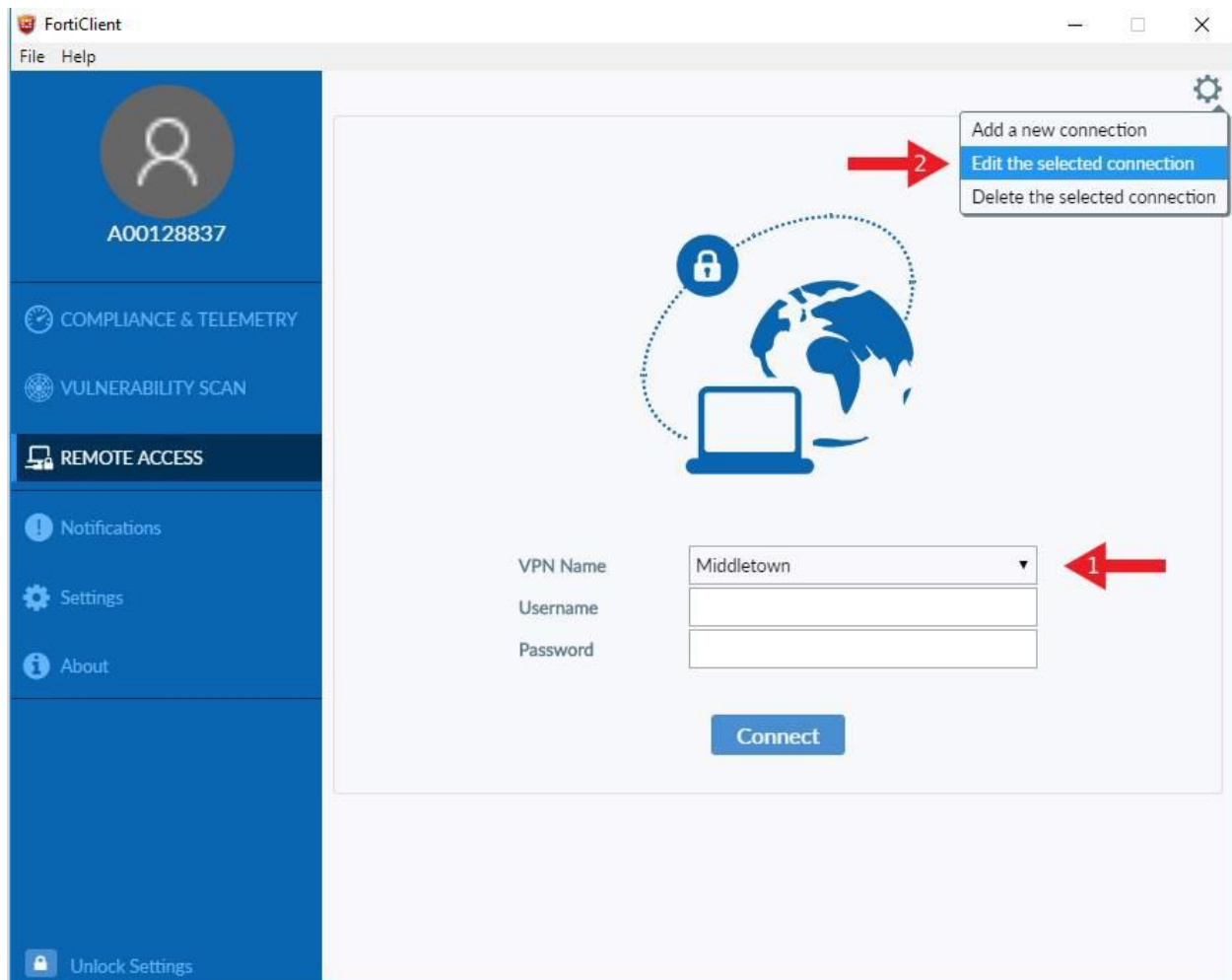
This will open the FortiClient application as seen below:

Select REMOTE ACCESS from the menu on the left hand side of your screen:

(1) Select the current Middletown Connection and then (2) choose *Edit the selected connection* from the drop-down menu in the top-right corner of your screen:

***Note:** the *VPN Name* may be different than the one shown below, but should still include Middletown in its name.

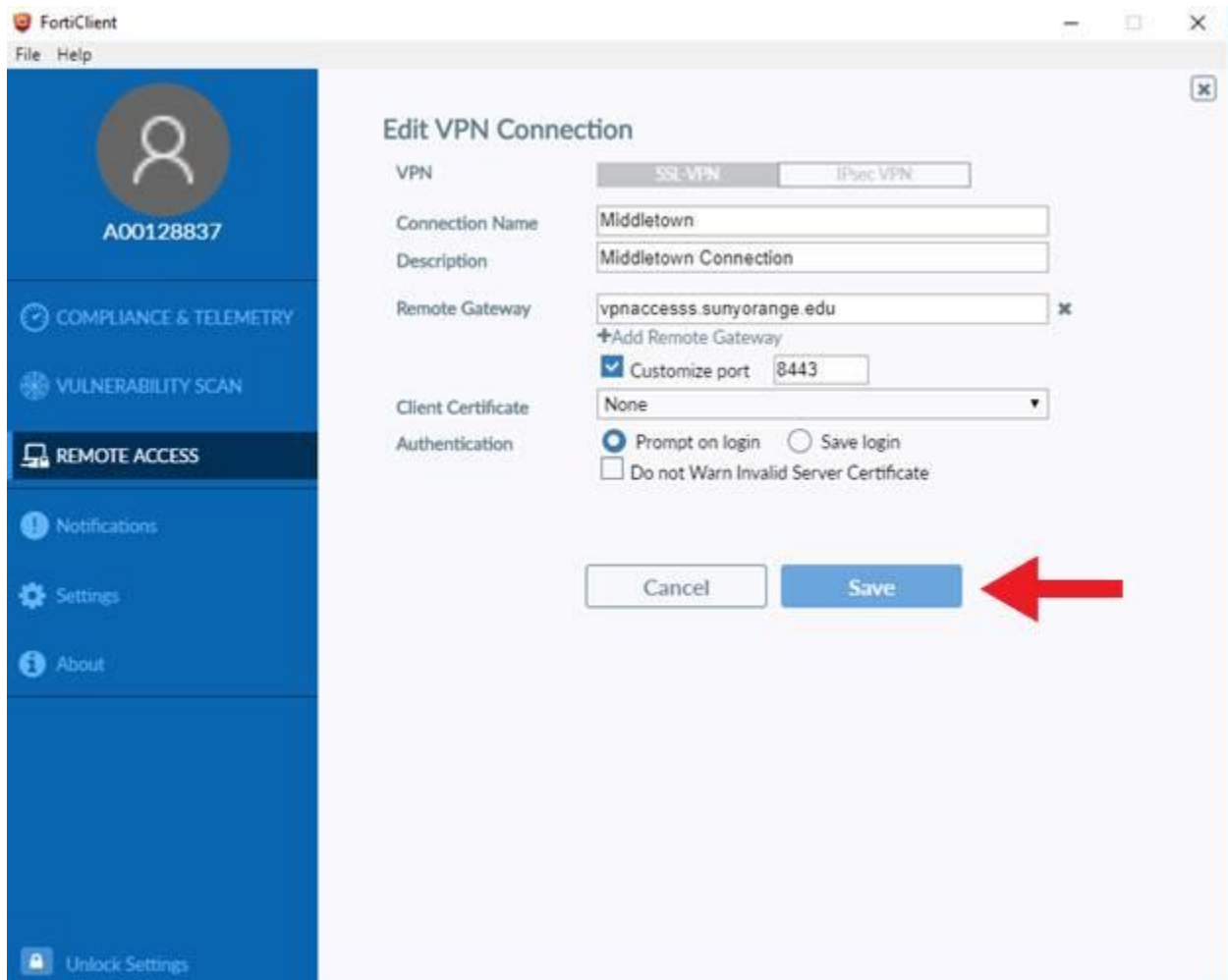Your current settings should appear similar to the settings shown below:
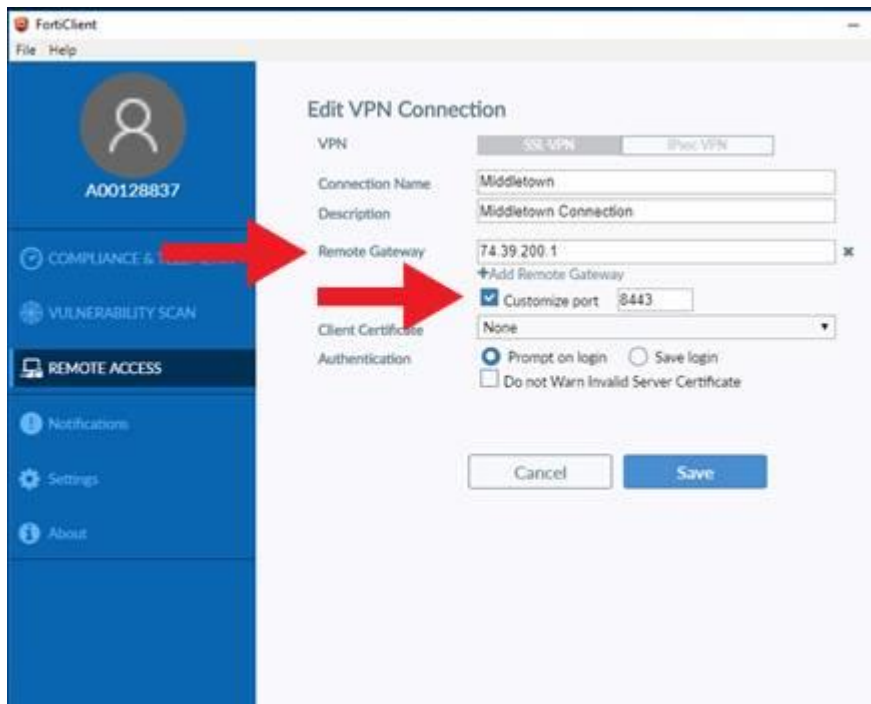
Edit the following settings:

Remote Gateway: **vpnaccess.sunyorange.edu**

Customize Port: **Checked**

Port: **8443**

Finally, select *Save* at the bottom of your screen.