



## How to use your Smart Card to access CDC VPN

### Requirements

- CDC Government Furnished Equipment (GFE) workstation
- Internet connection that is outside of the CDC network (i.e., your home DSL, a CDC public guest wireless connection, etc.)
- Smart Card Reader

**Note:** If you are not a current user of CDC VPN, please submit a request at <http://itsotools.cdc.gov/vpn/Default.aspx>.

1

Insert your Smart Card into your Smart Card Reader and log into Windows.

**Note:** This guide includes images for a Windows 7 workstation. If you are using a Windows XP workstation, the steps are identical but the look and feel of the pop-ups will be slightly different.

2

Go to <http://access.cdc.gov> and click the **Log On** button located under the Smart Card image.

**CDC VPN**

**Conditions of Use and Logon**

You are accessing a US Government information system, which includes (1) this computer, (2) this computer network, (3) all computers connected to this network, and (4) all devices and storage media attached to this network or to a computer on this network. This information system is provided for US Government-authorized use only. Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties. By using this information system, you understand and consent to the following:

You have no reasonable expectation of privacy regarding any communication or data transiting or stored on this information system. At any time, and for any lawful government purpose, the government may monitor, intercept, and search and seize any communication or data transiting or stored on this information system.

Any communication or data transiting or stored on this information system may be disclosed or used for any lawful Government purpose.

Login with your username and password

User name (ID Only):

Password:

Passcode:

OR

... or login with your Smart Card

Insert your Smart Card in your smart card reader before you try to login.

For login instructions using your Smart Card please read the following document: [VPN Login Instructions](#). For more information please visit the [VPN FAQ page](#).

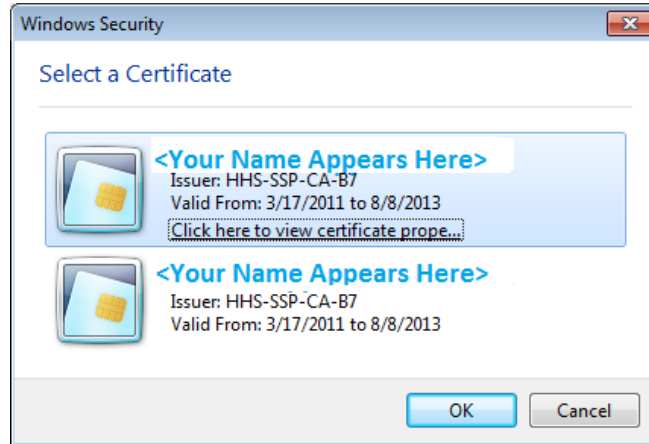
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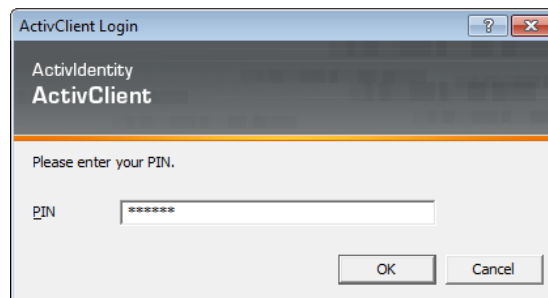
3

A certificate pop-up window appears listing two certificates in your name. If one is labeled as “US Government PIV Authentication Key” when hovering over your name, choose this one. If you do not see this label, choose the first one and then click **OK**.



4

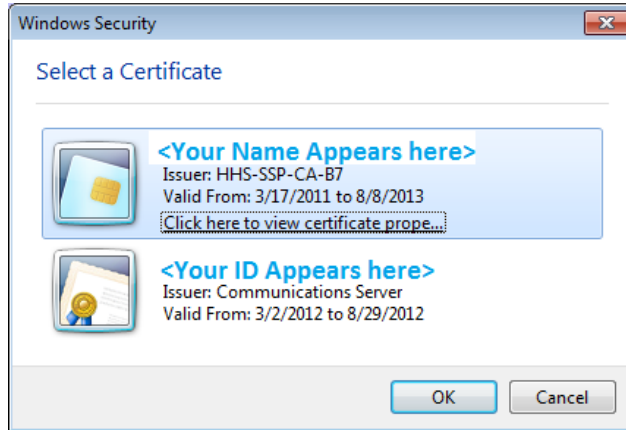
When prompted, enter your 6-8 digit PIN and click **OK**.



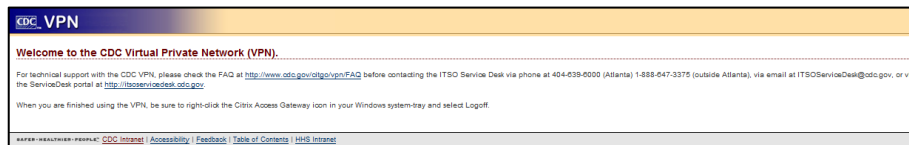
**Note:** If you log into your workstation using your Smart Card you may not be prompted to enter your PIN again.

5

A certificate pop-up window appears again listing two or more certificates: one in your name and the other in your user ID. Select the first certificate listing your name, and then click **OK**.

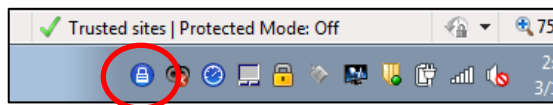


When the following screen appears, you are logged into CDC VPN.



## Logging Off

When you are finished using the VPN, right-click the Citrix Access Gateway icon in your Windows system tray and select **Logoff**.



**Note:** If you have removed your Smart Card from the reader after signing into VPN, a pop-up will appear asking you to re-insert it before logging off.