

Accessing Intranet Site

We are very glad to continue to expand functionality for our users to access work schedules, job postings and e-mail from home. The following instructions are for access from non-KTHR locations. These instructions are not something you can do on your work computer in a KTHR facility. There are limitations in that we have only a certain number of licenses, so we remind everyone to be considerate in using this remote access service. The information provided will allow users access from their home PC's. This service is a privilege and it is your choice whether to make use of such service.

We do not support home PC issues, HOWEVER, we are willing to assist with **basic** troubleshooting and diagnosis for this service, provided tickets are entered in via HISC. Such tickets will be addressed in priority sequence, during normal business hours. If it is beyond basic troubleshooting directly related to this service, we may recommend that you seek assistance from your local computer vendor to resolve the issue. It is up to each user to ensure that their home computer has the proper Windows / Macintosh / Linux updates, as well as, keeping their system clean from spyware and viruses.

Be sure to bookmark www.kelseytrailhealth.ca/junipervpn for any updates and new information and links.

Minimum requirements for home computers and for technical assistance.

- Windows XP (Home/Pro) or newer.
- Internet Explorer 6.0 or newer. (we will not be supporting other browsers)
- A working and up to date Anti-virus program.

Go here <http://www.kelseytrailhealth.ca> and check this setting as you don't want pop ups blocked here.



Login as per your provided KTHR user name and password NOTE: There will only be allowed a max of 40 users at one time so you may have to wait for others to log out before you can get in. As well you will have a max of 45 minutes per session. If the screen has been idle for 15 min it will also log you out.

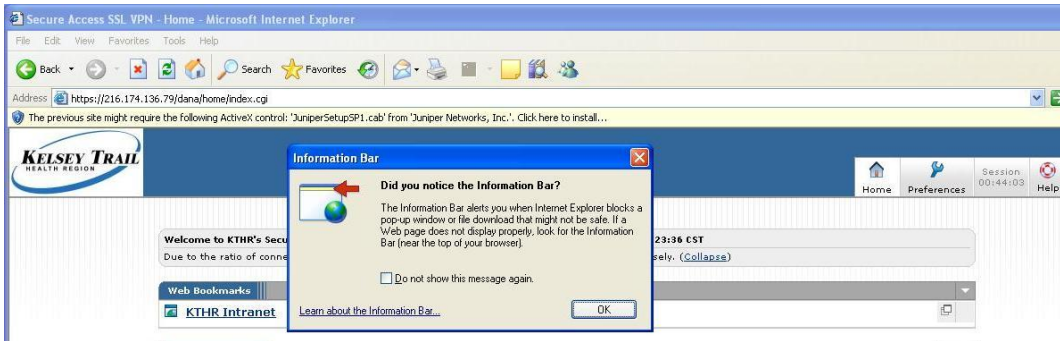
IF YOU HAVE FORGOTTEN YOUR USERNAME OR PASSWORD you can call eHealth Saskatchewan

1-888-316-7446 and they can assist you.

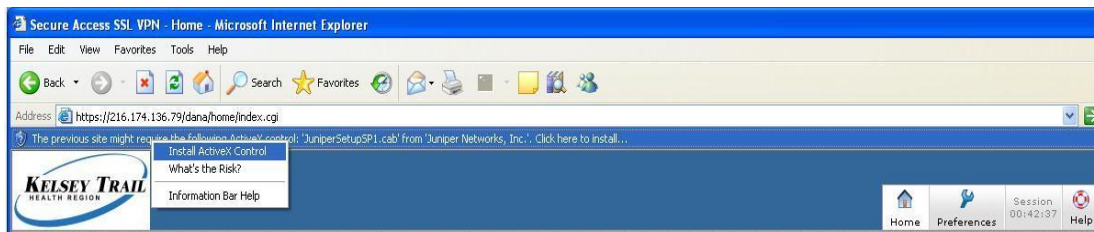
**Depending on your access you may get other installation popups, Like Host Checker or Network Connect, if this is your first time or if we have updated the Juniper program. This is normal and so just go ahead and allow them to install.

One such window has an Always, Yes and No buttons. Please choose Always.

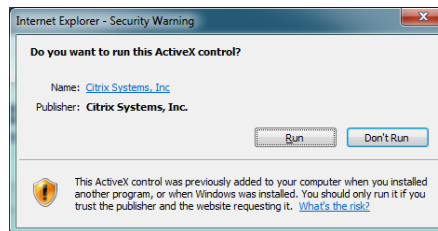
You will get a screen like this the first time or when updates have taken place.



Right click on active bar and choose install or Run



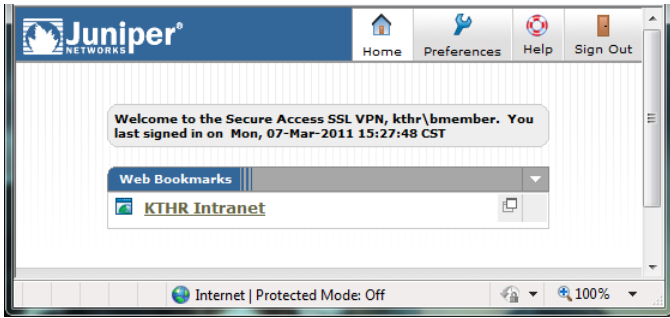
Choose Install or Run depending on the add-on's required.



If have gone away from the initial page (as you likely had to reboot) you can go back to <http://www.kelseytrailhealth.ca/default.aspx> and click on the Juniper Icon to log back in. Enter your KTHR Username and Password and be sure that the Realm is set to Board Access.



Then you will see this page. Click on the KTHR Intranet Web page



A second login will be required for security purpose. Please use the same Username and Password.

Authentication Required

The **web page** you are trying to access requires additional authentication.

Please enter your username and password for this web page.


Site:

Username:

Password:

Domain:

You should typically have this button in the top right hand of your IE screen. Holding your mouse on each image will tell

you what it is for. . When you are done you will click on the brown door (Logout).

We hope that you will find this service to be a valuable asset and if you have any comments or questions please bring them up with your manager. Again if they are of a technical issue refer to the information provided in this document or again on the JuniperVPN Home support page.

<http://www.kelseytrailhealth.ca/JuniperVPN>

Regards, KTHR IT DEPT