



# Instructions for installing and setting up OpenVPN client in Windows operating systems

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## 1. Installation of OpenVPN

### Preparation:

Please ensure that no previous version of the OpenVPN client are installed on your device. If you find one of the following folders on your device, please go to section [2. Uninstalling an old version of OpenVPN](#):

C:\Program files(x86)\OpenVPN

C:\Program files\OpenVPN

C:\User\**<user ID>**\OpenVPN

 (Please replace **<user ID>** with your local user name)

### Step 1: Download OpenVPN:

You can now download the VPN client. Please access the following link:

<https://www.ku.de/en/rechenzentrum/it-services/vpn>

Alternatively, you can also access the Computer Center's websites at [www.ku.de/en](http://www.ku.de/en) by clicking on "Central facilities" > "Computer Center". In the menu bar on the left, please select "IT Services" > "Wi-Fi, VPN, Internet" > "VPN client" > "OpenVPN"

Please go to "OpenVPN for Windows 10,8,7 (32 / 64 Bit)" and click on "Software" (Fig. 1). In the dialog window that opens next, please enter your KU user ID (e.g. SLS123) and your password to confirm identification. This will start the download process of the required installation file.





## OpenVPN-Clients für Windows, Linux und Mac-OS

Das URZ arbeitet mit einem VPN-Zugang auf der Basis von OpenVPN. Laden Sie sich bitte für das jeweilige Betriebssystem die entsprechende Software unter "Software" herunter. Eine Installationsanleitung und Benutzerhinweise finden Sie unter "Installationsanleitung".

### OpenVPN für Windows 10, 8, 7, Vista, XP (32 / 64 Bit)

- >>> **Installationsanleitung** - jetzt auch als **Videotutorial**
- >>> **Software**
- >>> **Batchdatei für das kopieren der OpenVPN-Client-Konfiguration nach der Installation.**

Fig. 1: Download

## Step 2: Installation

It is important that you select "Run as administrator" when starting the installation process with the downloaded file!

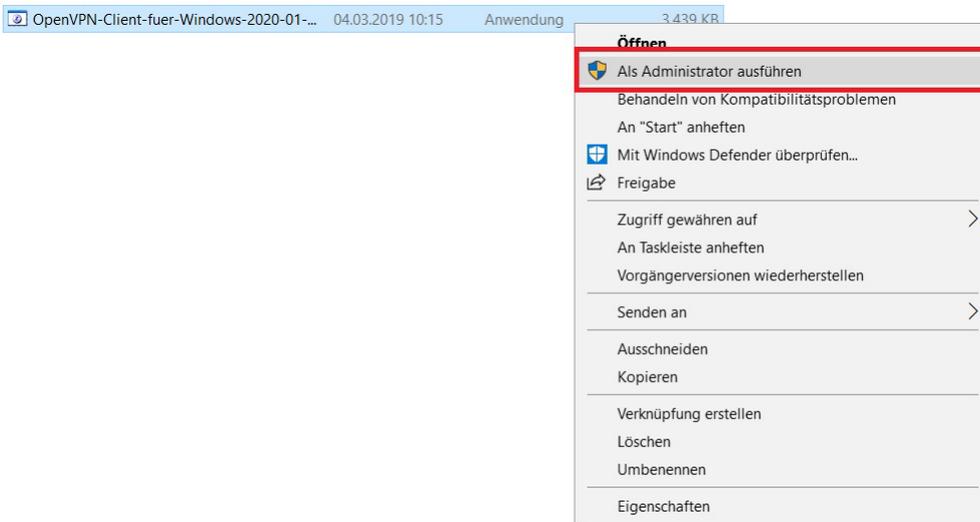


Fig. 2: Run OpenVPN installation as administrator

In order to do so, please right click on the downloaded file and select "Run as administrator" (Fig. 2).

Your PC will display another dialog window titled "Windows protected your PC". Please click "More info". A new button will appear "run anyway". Please click "run anyway" (Fig. 3).

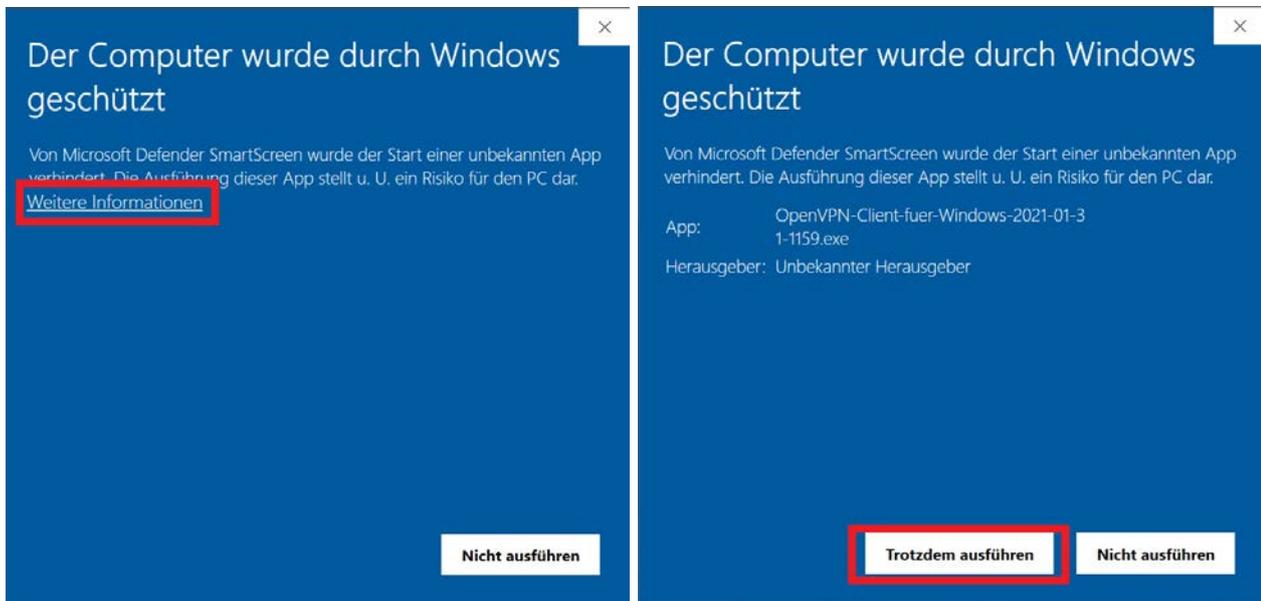


Fig. 3: Dialog window "Windows protected your PC"

Please confirm the next question "Do you want to install the OpenVPN client for Windows?" by clicking "Yes". Now, your PC will start the actual installation process. Please click "Next" in the dialog window. Please accept the license agreement by selecting "I agree". There is no need to change the preset criteria – please select "Next" in the next window. By clicking "install" in the next window, you will run the installation. After the installation has completed, please click on "Next". In the next window, please uncheck "Show readme" and select "Finish".

Please note:

During the installation process, a pop-up might appear (Fig. 4) asking you whether you would like to install "TAP Windows". Please click on "Install" to confirm. In some cases, TAP is installed automatically.



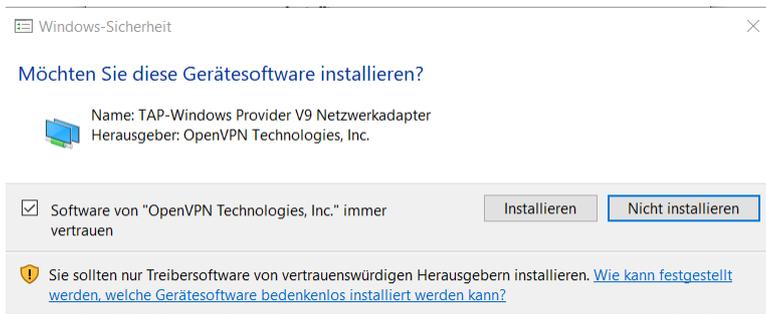


Fig. 4: Inquiry TAP Windows

## Step 3: Synchronize your Config folder

Before opening OpenVPN for the first time, you have to copy the installed files to the right folder.

Both folders `C:\Program files (x86)\OpenVPN\config` and `C:\Program files\OpenVPN\config` must be identical.

Please note:

If there is no `C:\Program files (x86)\` folder on your PC, please skip step 3.

Please copy the files in `C:\Program files (x86)\OpenVPN\config` by „right clicking > copy“ or „Strg + C“ (Fig. 5)

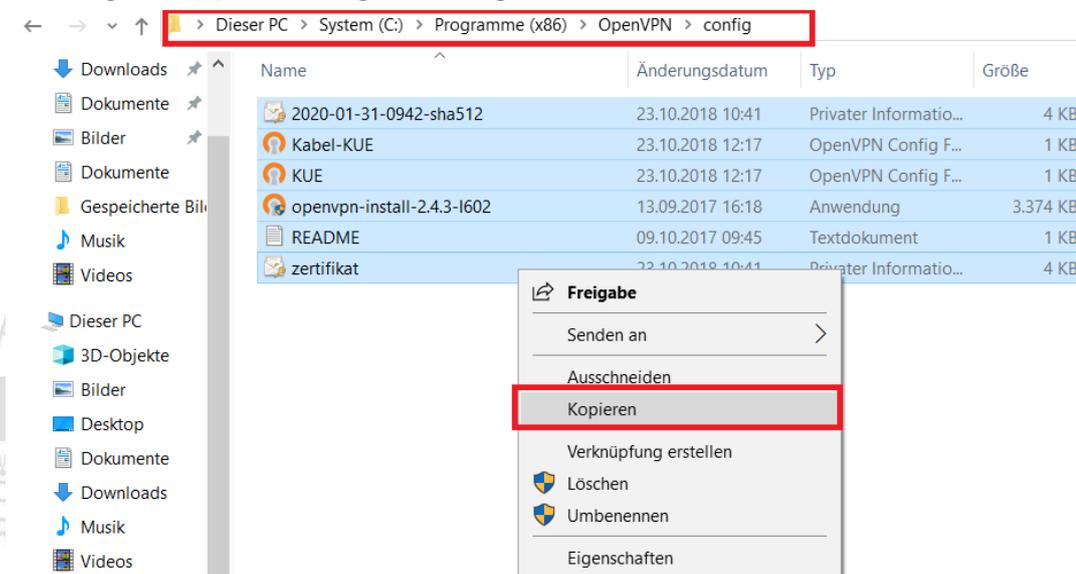


Fig. 5: Copying config files



Now, please open the folder `C:\Program files\OpenVPN\config` and paste the files from the clipboard by „right clicking > paste“ or „Strg+V“ (Fig. 6)

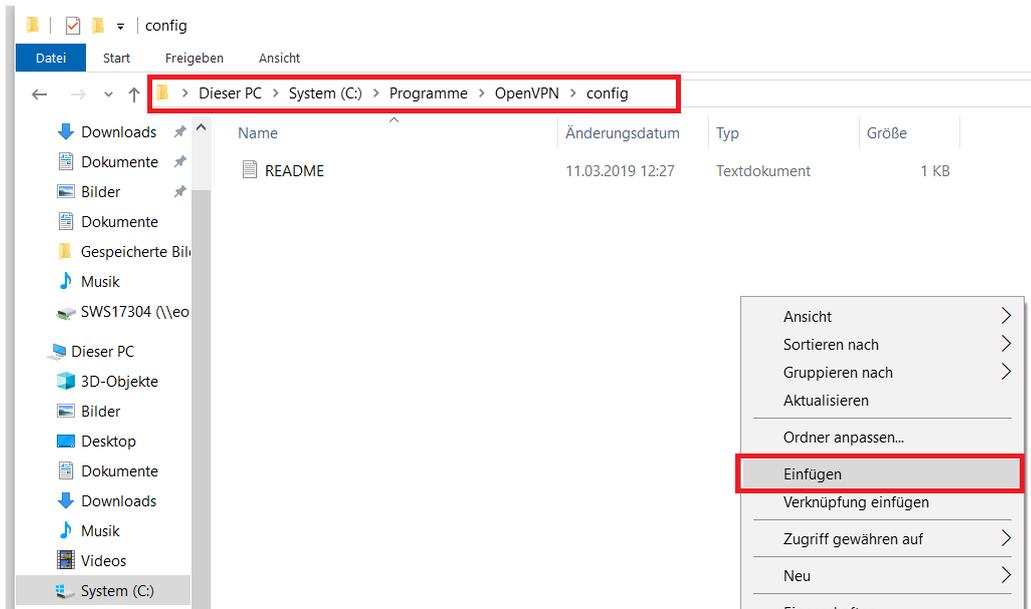


Fig. 6: Pasting config files

Please confirm if the PC asks you whether you would like to overwrite existing files or whether you have administrator rights.

## Step 4: Running OpenVPN as administrator

Please run the VPN Client as administrator. In order to do so, please either select “right click > run as administrator” or set the program to run as administrator automatically by “right clicking > properties > shortcut > advanced > change settings for all users > run program as administrator > apply”.

## Step 5: Start OpenVPN

In the task menu bar in the bottom right corner, you will now see the symbol for the VPN Client (sometimes, you have to click the 'up arrow' to see the symbol). Right click on the symbol to connect to “KUE” if you want to use Wi-Fi to connect (Figure 7)



Fig. 7: OpenVPN symbol in task menu bar

You are now asked to enter your user ID and password (Figure 8)

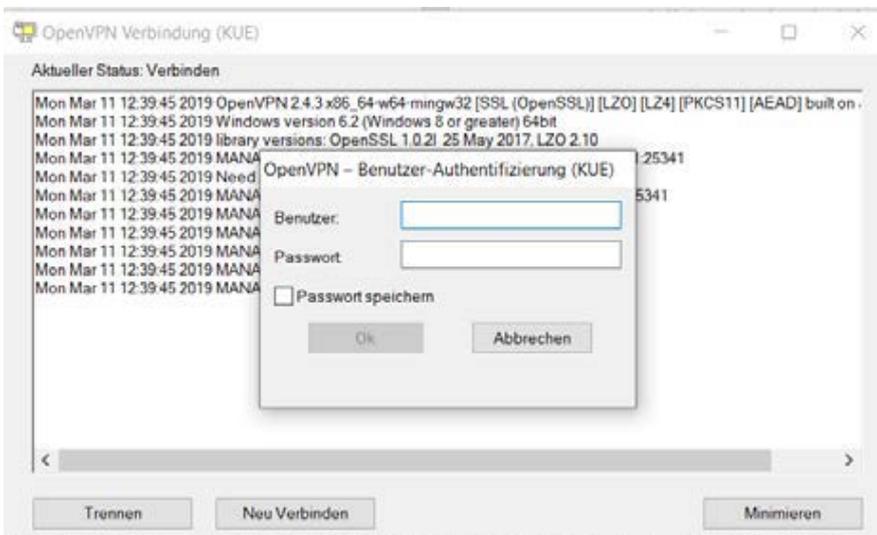


Fig. 8: OpenVPN requesting user ID and password

You should now be able to recognize from the color of the OpenVPN symbol in the menu bar, whether the client has connected successfully. When the symbol turns green, you are connected to the KU network (Figure 9).



Fig. 9: Successful OpenVPN connection



## Information on KUE cable (*KUE-Kabel*)

Please only use the configuration „**KUE-Kabel**“ if you are **on campus in Eichstätt** and only if you would like to connect with a data cable using a **public data socket** (e.g. in lecture halls).





## 2. Uninstalling an old version of OpenVPN

### Step 1: Uninstall via settings

Uninstall the OpenVPN client by opening the Windows "settings". Here, please select "apps" and then "apps & features". Please search for "OpenVPN XXXXXXXX" in the list, confirm your selection by clicking once and then select "uninstall".

Alternatively, you can also start the uninstall process at "control panel" > "programs" > "uninstall programs".

### Step 2: Delete residual data

After having uninstalled the old version of the program in accordance with step 1, please make sure to delete all residual data now.

Please check whether there is any residual data and, if applicable, delete the following files:

C:\Program files(x86)\OpenVPN

C:\Program files\OpenVPN

C:\User\**<user ID>**\OpenVPN

 (Please replace **<user ID>** with your local user name)





### 3. Alternative option for installing OpenVPN (for experienced users)

#### Step 1: Download OpenVPN

Please download the current OpenVPN version from the producer's website <https://openvpn.net/community-downloads/>. Make sure to choose the right version for your operating system.

#### Step 2: Installation of OpenVPN

Please install the downloaded file.

#### Step 3: Download license

Please open the website <https://www.ku.de/rechenzentrum/it-services/netz/vpn/openvpn/> to download the configuration file named „Konfigurationsdatei (\*.ovpn) mit Aktuellen Zertifikat für iOS, OSX, MacOS und Ubuntu 18.x (gültig bis 31.01.2021)“.

#### Step 4: Integrate license

When starting OpenVPN for the first time after successful installation, you will have to integrate the downloaded license into the program. For doing so, please right click the OpenVPN symbol in the bottom right corner of the task menu bar and select "import". Please select the license that you downloaded in step 2 and click "open".

