Before downloading data, please Establish MEDVPN2 connection (refer to MEDVPN2 Installation Procedure manual on Q&A Q6)

1. Click Network Settings icon at right bottom of Desktop → MEDVPN

2. Select MEDVPN → Connect

3. Enter HKU Portal ID → OK

   ***Please use your Portal Password for this step

4. Click This PC

5. Select Computer → Map network drive

6. Enter \192.168.10.210\Login ID → check “Connect using....” → Finish
7. Click Use another account

8. Enter your Login ID & password → OK

9. A network drive is mapped to the computer.
   You may transfer your data now: Copy → Paste

10. Go to This PC → right click Network drive → Disconnect

11. Click Network icon at right bottom of Desktop → MEDVPN

12. Select MEDVPN → Disconnect

***Please use your personal password for this step