

State of Alaska Remote Access Options

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The State of Alaska provides several methods for employees to remotely access productivity programs and line of business applications. A Virtual Private Network (VPN) connection provides the most functionality for remote workers with the highest level of security.

Please be aware: According to Information Security Policies, ISP-172 and ISP-175, **VPNs are only authorized for connection with State of Alaska issued computers.** Personal devices are not authorized to connect to the State of Alaska network (LAN/WAN) with VPN.

- **Virtual Private Network (VPN)** – A virtual private network (VPN) creates an encrypted connection to the State of Alaska network over a less secure network, such as the public internet.
 - a. Provides access to internal only applications and network drives
 - b. Requires State of Alaska laptop
 - c. Requires VPN permissions and client software installed
 - d. Requires home Internet speeds of at least 5Mbps

There are other work-from-home options that may be adequate for certain job roles.

Authorized options for remote access without a VPN:

1. **Email** from smart phone, tablet, or personal computer web browser without VPN.
 - a. Go to <https://outlook.office365.com> and login with email credentials.
2. **Office Online** provides web browser access to Word, Excel, PowerPoint from a personal computer without a VPN.
 - a. www.office.com, login with email credentials.
Save work files to One Drive for access in Office Online
3. **SharePoint** access to internal sites from a phone, tablet, or personal computer web browser without VPN.
 - a. <https://stateofalaska.sharepoint.com>, login with email credentials.
4. **Microsoft Teams** provides access to chat, calendar, file sharing, edit Word/Excel/PowerPoint, audio & video conference, and desktop sharing without VPN.
 - a. Can also be run from a smart phone and tablet app (located in your device app store) or installing the client on a State of Alaska issued computer or personal computer. Does not require local administrator rights to install client.
 - b. Requires a copy of your work files. Best to copy files into a Teams site in advance. Or save work files to OneDrive.
 - c. To request a new Teams site, visit <https://aws.state.ak.us/msteams/>
5. **Citrix Servers**
6. **Conference Bridges**, WebEx and smart phones can be used for conference calls.