Accessing AE’s Y: drive with no VPN

Similar to PSU’s portal for accessing the X: drive

1. First off, you’re going to need to create a COEACCESS password. Visit this site and set one up:
   a. [https://www.engr.psu.edu/password/coeaccess.stm](https://www.engr.psu.edu/password/coeaccess.stm)
      i. Your “Old password” will be of this form:

         1. Account name initials (CAPS) + Last four digits of student number + "psu!" (with no quotes)
            a. Example: CEW9876psu!

2. Visit the SSL VPN site:
   a. [https://sslvpn.engr.psu.edu](https://sslvpn.engr.psu.edu)
   b. Log in with PSU credentials
3. Create a “Files” bookmark for the Y: drive
   a. Type in “\aey\public” and click Browse:

   ![Image of Browse button]

   ![Image of Bookmark button]

   b. Provide the COEACCESS credentials created in step 1:

   ![Image of COEACCESS login screen]

   c. Once in, bookmark it:

   The SSLVPN site can be used to access other folders as well: (“username” is your PSU username)

   O: drive: “\aep\psuae”
   T: drive: “\aeweb\username$”
   P: drive: “\aep\username$”

   Also available is your Desktop and Documents folders:

   “\aep\profiles$\username”