

VOLVO

VOLVO IT **USER GUIDE**



MyAccess₃ User Guide

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1. **About MyAccess3**

The MyAccess Services is a tool for Volvo employee users who need secure communication to Volvo Corporate Network.

The MyAccess service provides a secure client VPN access to Volvo intranet over an unsecured network like e.g. Internet. This makes it possible to work from home or connect to internal resource while on the road.

The service gives an in office like experience with the exception that the performance depends on latency and bandwidth of the Internet connection.

1.1. **Prerequisites**

- MyPlace Windows 7 or Basic Client
- Internet connection
- Registered for the MyAccess3 service in Faros.

Follow the instructions in the Faros approval mail, for how to pursuit further with the enrolment.

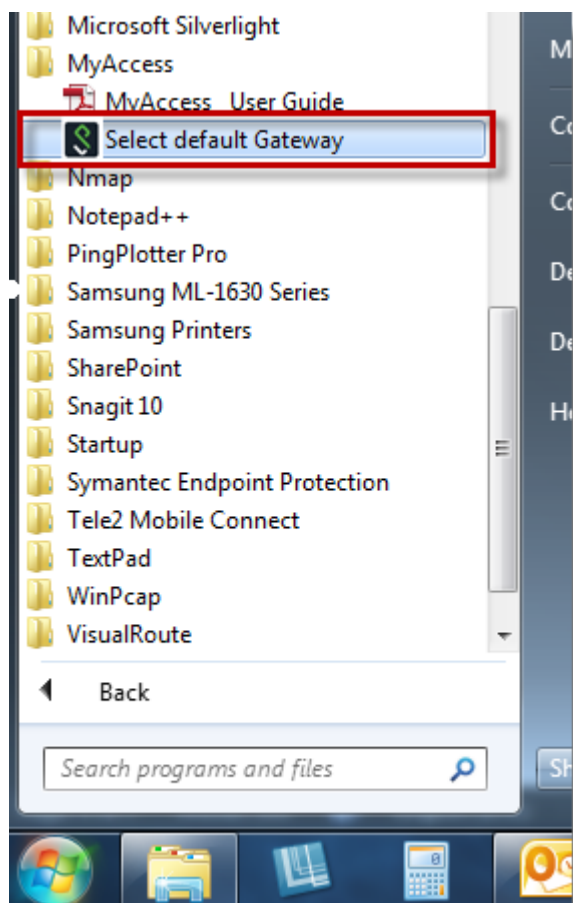
2. Connect with MyAccess3 for the first time

The first time you use MyAccess3, you must first choose your preferred default Gateway.

Go to *Start > All Programs > MyAccess*
And click on "Select default Gateway"

Or

Open Internet Explorer and go to address <https://myaccess3.volvo.com>



MYACCESS 3 SELECT GATEWAY FAQ

A world map with several regions highlighted in a light blue color. Each region has a black dot indicating a gateway location. The regions are labeled as follows: NORTH AMERICA (dot in the US), SOUTH AMERICA (dot in Brazil), EUROPE (dot in Germany), CHINA (dot in China), JAPAN (dot in Japan), ASIA (dot in Southeast Asia), and AUSTRALIA (dot in Australia). The map is set against a light grey background.

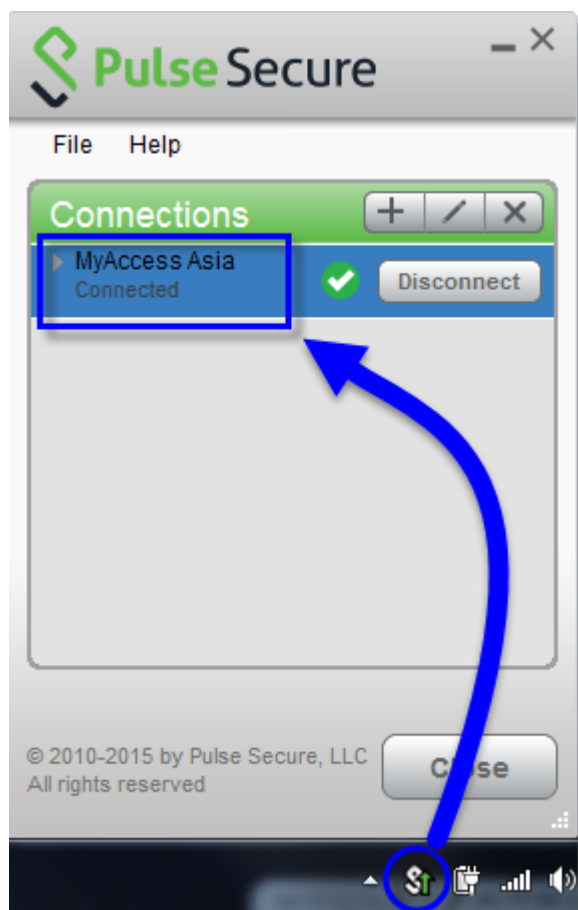
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On the map, choose your preferred Gateway

Welcome to the MyAccess secure access service.
The default gateway is changed to Asia.
Please close down the browser.

The Gateway you have chosen is now set as default.

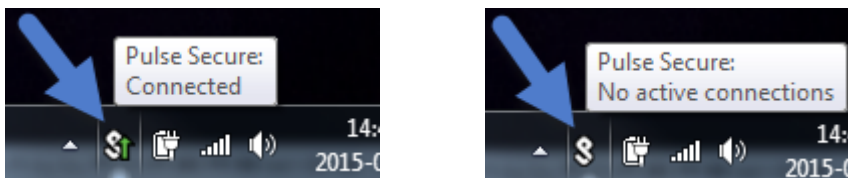
By double-clicking on the "Pulse" icon, you can see which Gateway is your default Gateway



3. How to connect

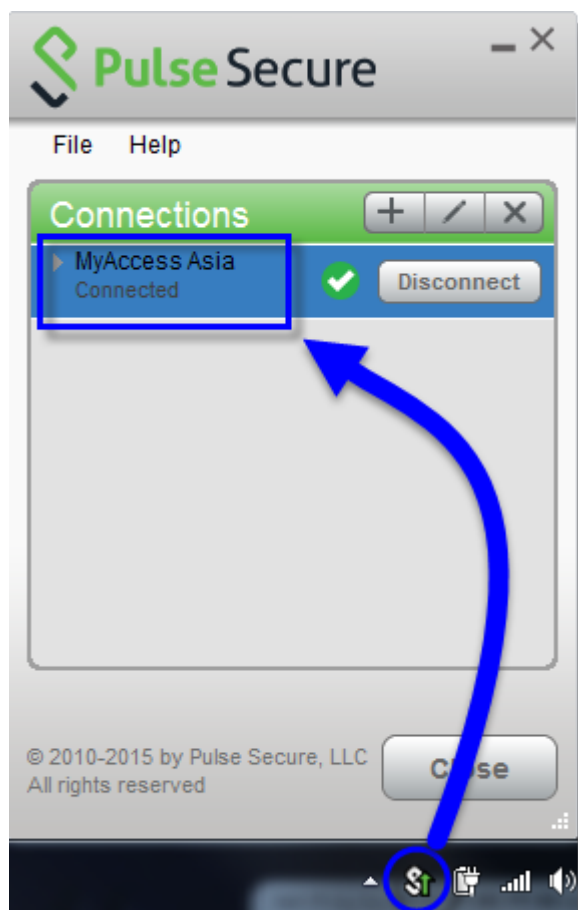
The VPN-Client automatically detects if there is an Internet connection available, if you not already is connected to Volvo Corporate Network, the VPN-Client will connect automatically.

It's not possible to change the connection state manually.



The “Pulse” icon in the taskbar shows the connection state.

If you double-click on the “Pulse” icon, you can see witch Gateway is your default Gateway, and the connection state.

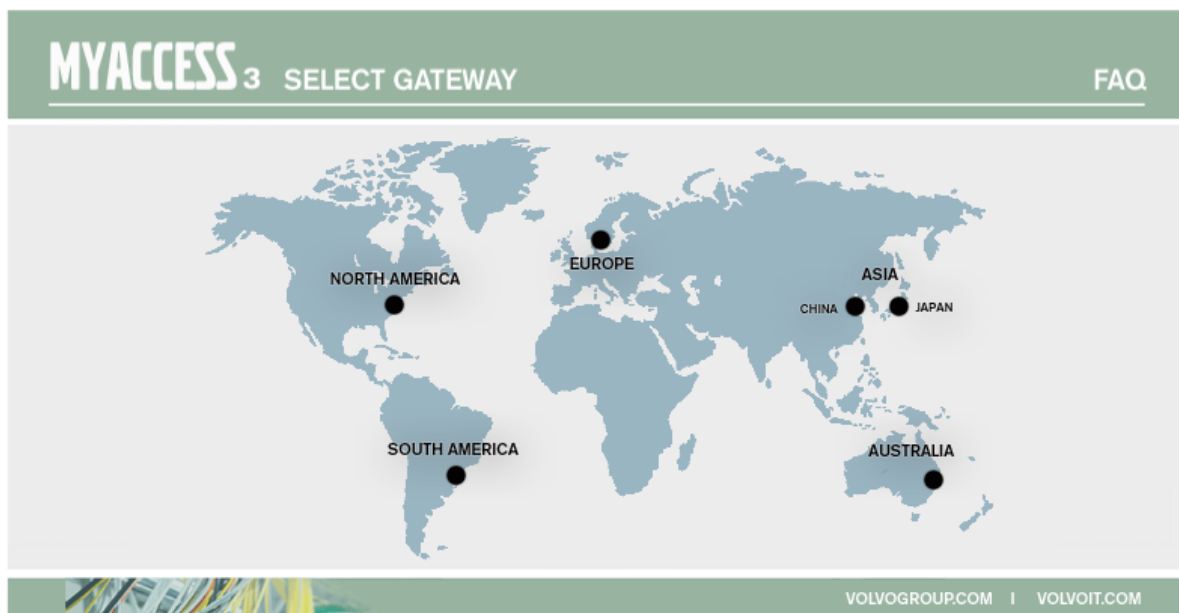


4. How to change the default Gateway

Go to *Start > All Programs > MyAccess*
And click on “Select default Gateway”

Or

Open Internet Explorer and go to address:
<https://myaccess3.volvo.com>



On the map, choose your preferred Gateway

Welcome to the MyAccess secure access service,
The default gateway is changed to Europe.
Please close the browser

The Gateway you have chosen is now set as default.

If you double-click on the “Pulse” icon, you can see which Gateway is your default Gateway.

