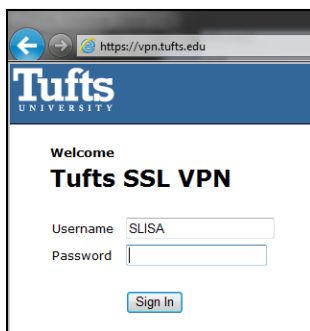


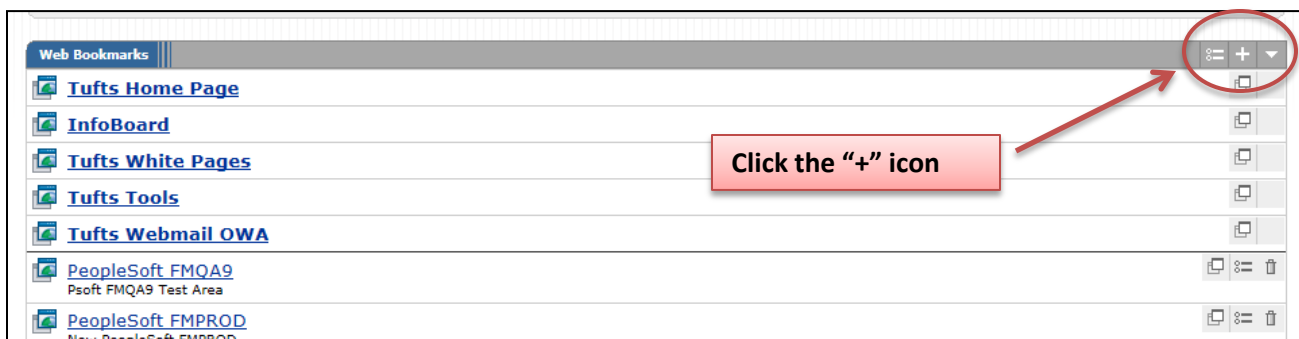
# Tufts University – Finance Division

## How to add the Finance Division Portal as a VPN Bookmark

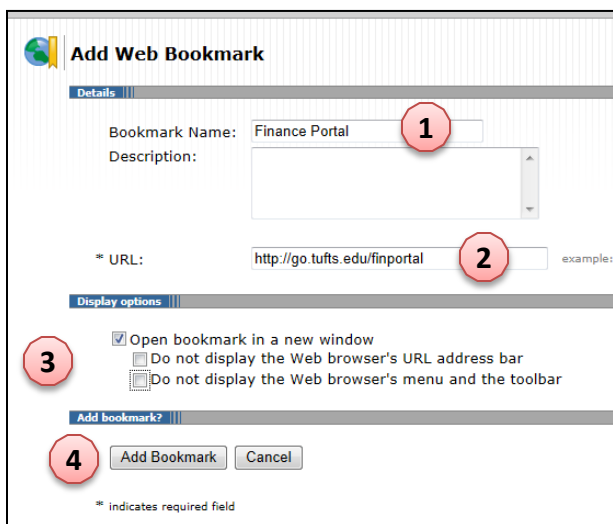
1.) Go to <https://vpn.tufts.edu> and log in with your Tufts Username and PW



2.) Next go to “Web Bookmarks” and click the “+” icon



3.) Enter the following info in the “Add Web Bookmark” prompt



- 1 = Finance Portal
- 2 = <http://go.tufts.edu/finportal>
- 3 = Select “Open bookmark in new window”
- 4 = Click “Add Bookmark” to save

4.) The “Finance Portal” will now be listed under “Web Bookmarks” and is available to use