 **Windows** Windows quick start instructions ..... Pg. 1

**macOS** macOS quick start instructions ..... Pg. 4

**iOS** iOS quick start instructions ..... Pg. 6

**android** Android quick start instructions ..... Pg. 9

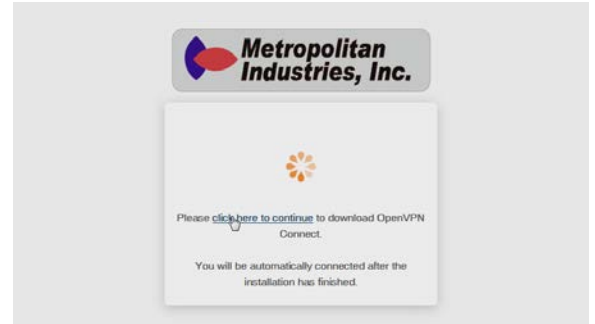
 **Windows**  
**Windows Quick Start Instructions**

**STEP 1**



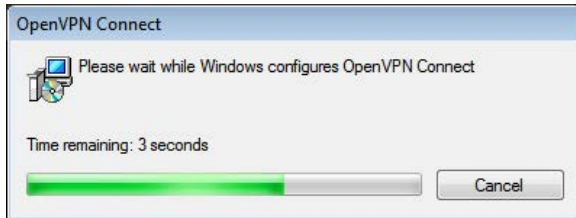
Open Internet Explorer and go to the URL "https://login.metrocloud.us". Enter the VPN login username and password as shown on your MetroCloud login information sheet.

**STEP 2**



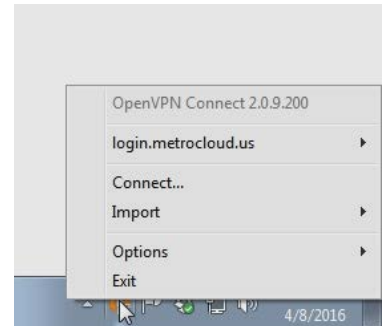
After logging in, click on the "click here to continue" link. You will be prompted to download and install the OpenVPN Connect software. Allow any security pop-ups pertaining to the installation of the OpenVPN Connect software.

**STEP 3**



Run the OpenVPN Connect installer and allow the installation to finish.

**STEP 4**



Right-clicking on the OpenVPN Connect icon will reveal a dialog from which you can disconnect from the VPN, configure options, and close the application. Click on "Connect..."

# MetroCloud SCADA

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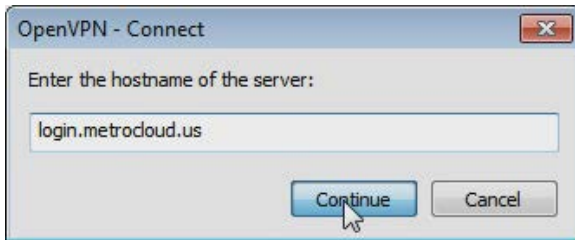
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## STEP 5



The OpenVPN - Connect window will open with the hostname automatically filled in. Click "Continue".

## STEP 6



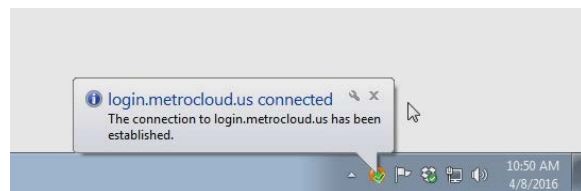
The OpenVPN Connect login screen will appear. Enter your username and password and click "Connect".

## STEP 7



A warning window will pop up asking if you want to allow the VPN connection. Click "Yes" to continue.

## STEP 8



After a few seconds, you will see a pop-up in the notification area indicating that you are now connected to the MetroCloud server.

## STEP 9

VPN Login URL: <https://login.metrocloud.us/>  
Your VPN Login Info:  
Username:   
Password:   
MetroCloud Login VIC URL:  
<http://cloud.metrocloud.us/yourURL>  
MetroCloud Login Mobile URL:  
<http://cloud.metrocloud.us/yourURL/mobile>  
Your 3 User Accounts Login Info:  
Supervisor Username:   
Supervisor Password:   
Operator Username:   
Operator Password:

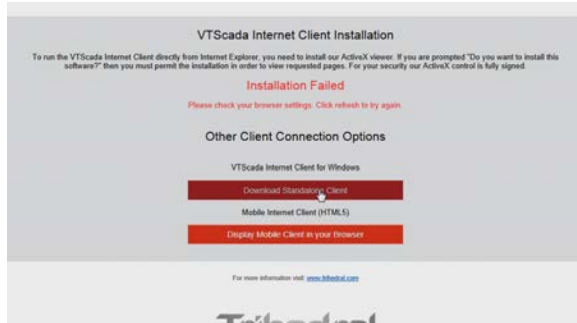
To begin the MetroCloud Client installation, again open Internet Explorer and go to the MetroCloud Login VIC URL as shown on your MetroCloud login information sheet. When prompted, enter the appropriate username and password as listed on the sheet.

## STEP 10



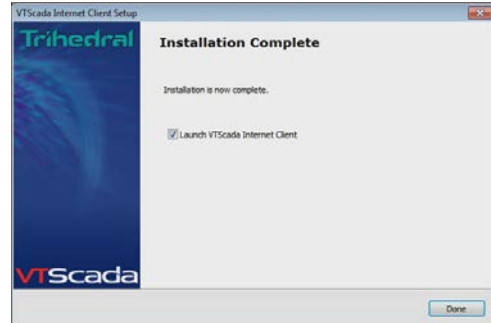
Once on the MetroCloud Internet Client Installation screen, an Internet Explorer security warning will pop-up. Click "Don't allow", since this will stop the browser-based client from running.

### STEP 11



Click on the “Download Standalone Client” button. Run the installer after the download completes.

### STEP 12



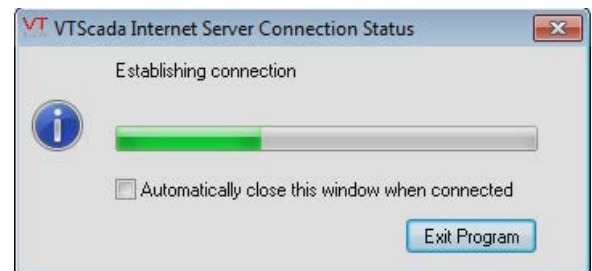
Allow the installation to complete, and leave the checkbox checked to run the MetroCloud Internet Client.

### STEP 13



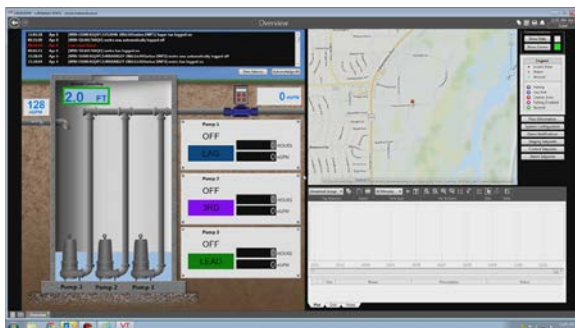
Enter your username and password in the MetroCloud Server Log In screen. Click “Connect”.

### STEP 14



You will now see a MetroCloud Internet Server Connection Status pop-up. Once the MetroCloud screen is loaded, you can close this pop-up.

### STEP 15



You are now connected to the MetroCloud Internet Server.

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# macOS

## macOS Quick Start Instructions

### STEP 1



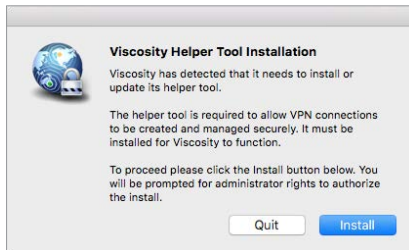
In your preferred web browser, go to the URL “<http://www.sparklabs.com/viscosity/download/>”. Click on the download link to download Viscosity for Mac.

### STEP 2



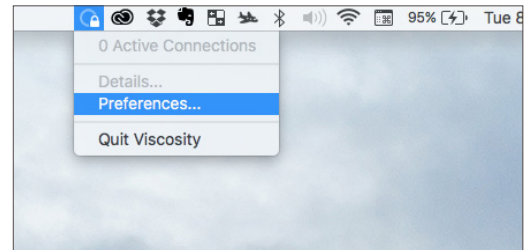
When the download is complete, double click the DMG file and drag Viscosity.app to the Applications folder. Find Viscosity in your Applications folder and open it.

### STEP 3



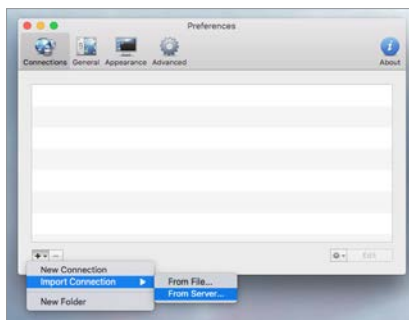
Viscosity will prompt you to install its helper tool. Click “Install” to continue.

### STEP 4



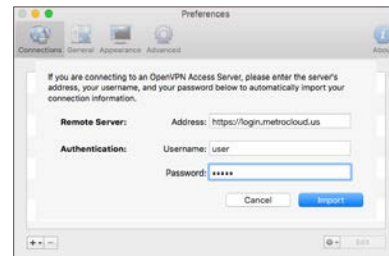
Click on the Viscosity icon in the upper-right toolbar and choose “Preferences”.

### STEP 5



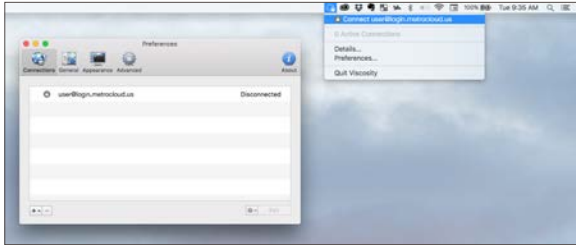
In the preferences window, click on the “+” sign in the lower left corner. Choose “Import Connection > From Server”.

### STEP 6



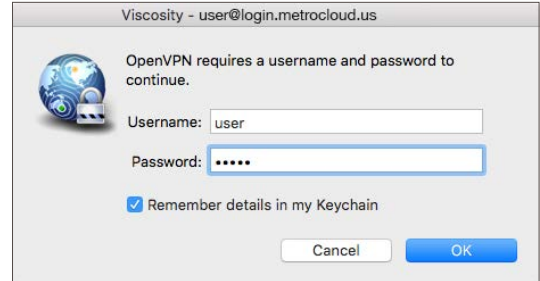
For the Address, enter “<https://login.metrocloud.us>”. Enter the VPN login username and password as shown on your MetroCloud login information sheet. Click “Import”.

**STEP 7**



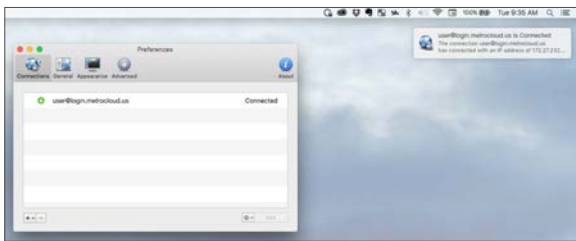
Click on the Viscosity icon in the toolbar, and click on the “Connect” option that corresponds with your username.

**STEP 8**



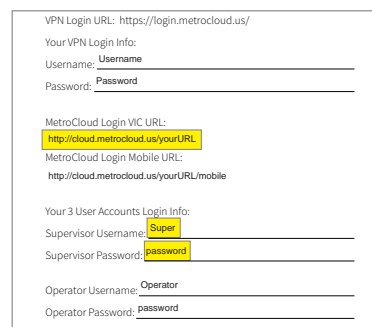
Re-enter your username and password. Check the “Remember details in my Keychain” checkbox if you want to automatically sign in from now on.

**STEP 9**



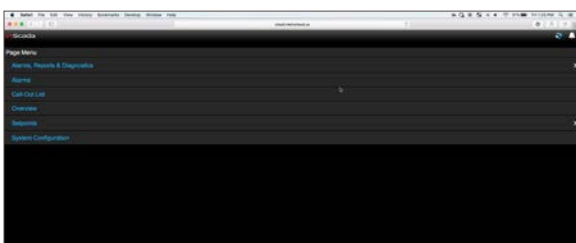
When connection is successful, you will see a pop-up indicating that you are now connected as well as your username showing its status as being connected.

**STEP 10**



To connect to the MetroCloud Internet Server, again open your preferred browser and go to the MetroCloud Login VIC URL as shown on your MetroCloud login information sheet. When prompted, enter the appropriate username and password as listed on the sheet.

**STEP 11**



You are now connected to the MetroCloud Internet Server.

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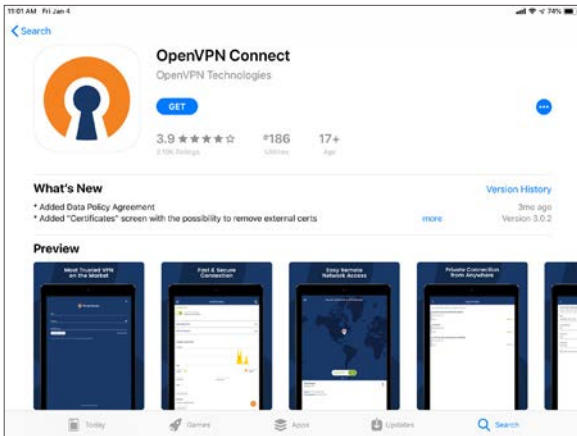
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# iOS

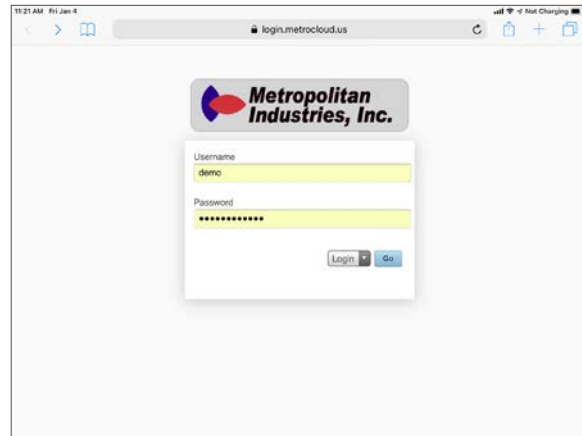
## iOS Quick Start Instructions

### STEP 1



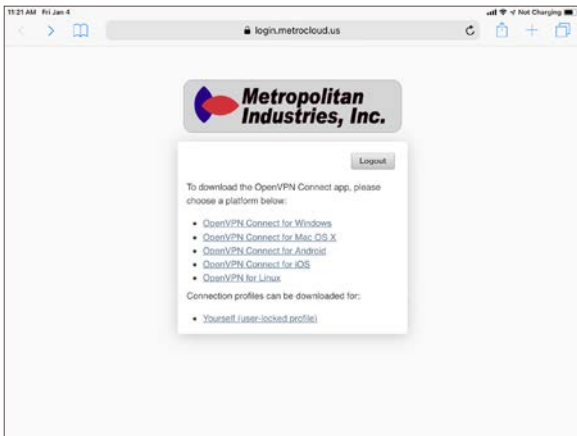
Open the App Store on your iOS device and search for "OpenVPN". Amongst the search results will be "OpenVPN Connect" from OpenVPN Technologies. Install the app on your device.

### STEP 2



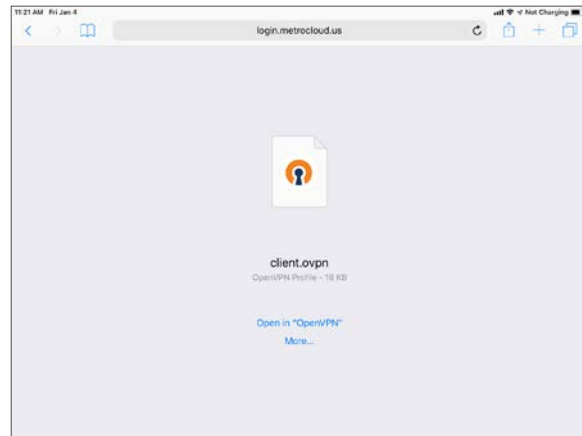
Switch to the Safari app and go to the URL "https://login.metrocloud.us". Enter the VPN login username and password as shown on your MetroCloud login information sheet.

### STEP 3



After logging in, tap the bottom link, "Yourself (user-locked profile)".

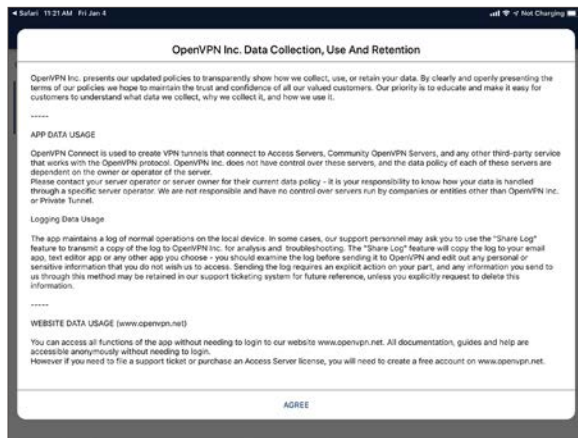
### STEP 4



This will download the file "client.ovpn". Tap "Open in 'OpenVPN'" to automatically import the file into the OpenVPN app.

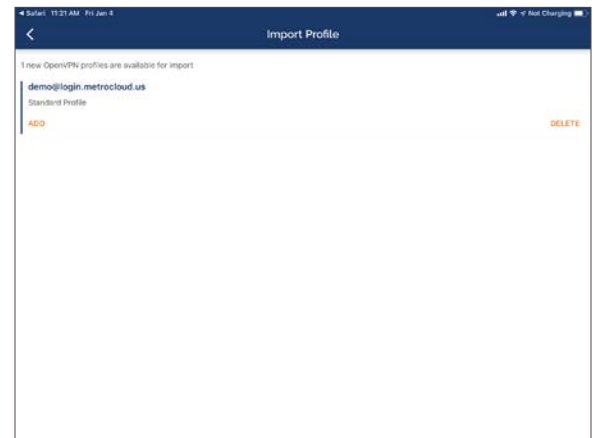


**STEP 5**



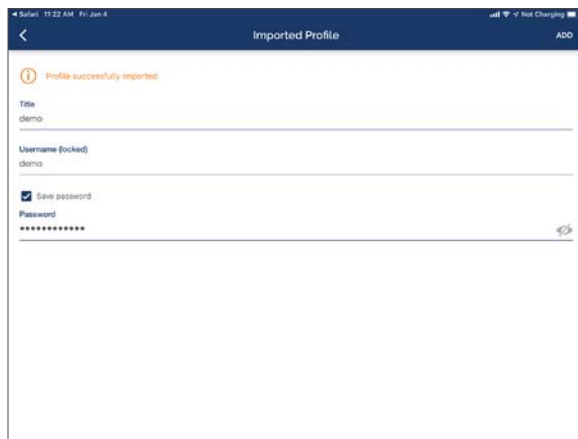
In the OpenVPN app, you will need to agree to any pop-ups in order to proceed.

**STEP 6**



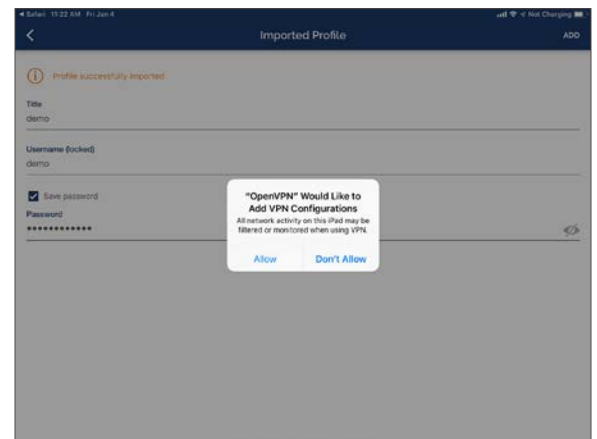
On the Import Profile screen, tap "ADD" to import the profile.

**STEP 7**



Once the profile is imported, tap the "Save Password" checkbox and enter your password. Tap "ADD" in the upper right hand corner to add the profile.

**STEP 8**



A pop-up will appear stating that "OpenVPN" Would Like to Add VPN Configurations". Tap "Allow".

# MetroCloud SCADA

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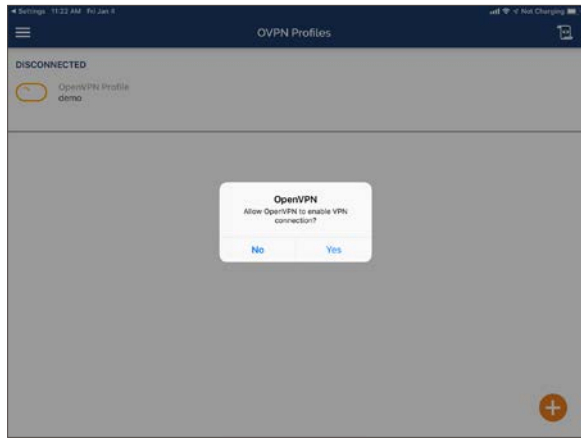
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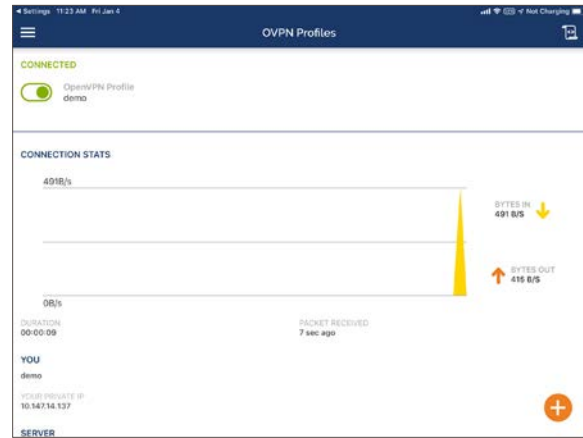
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## STEP 9



When you're ready to connect, tap the toggle switch next to the OpenVPN Profile. A verification window will pop up. Tap "Yes".

## STEP 10



Once connection is successful, you will see your status as "Connected".

## STEP 11

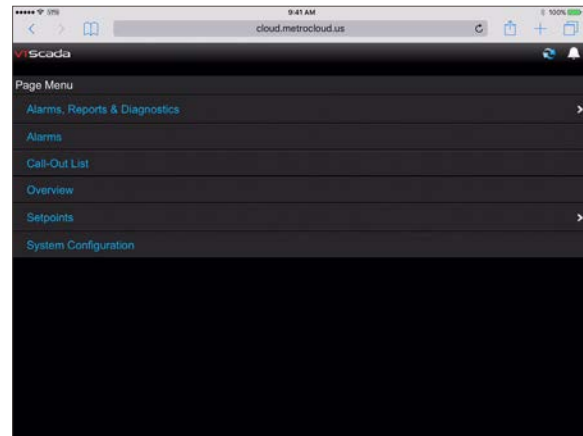
VPN Login URL: <https://login.metrocloud.us/>  
Your VPN Login Info:  
Username:  Username  
Password:  Password

MetroCloud Login VIC URL:  
<http://cloud.metrocloud.us/yourURL>  
MetroCloud Login Mobile URL:  
<http://cloud.metrocloud.us/yourURL/mobile>

Your 3 User Accounts Login Info:  
Supervisor Username:  Super  
Supervisor Password:  password  
Operator Username:  Operator  
Operator Password:  password

To connect to the MetroCloud Internet Server, again open Safari and go to the MetroCloud Login Mobile URL as shown on your MetroCloud login information sheet. When prompted, enter the appropriate username and password as listed on the sheet.

## STEP 12



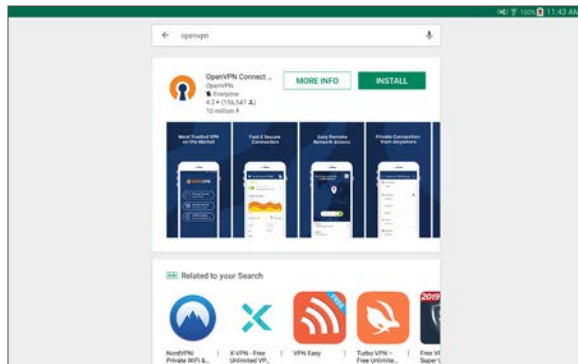
You are now connected to the MetroCloud Internet Server.



# android

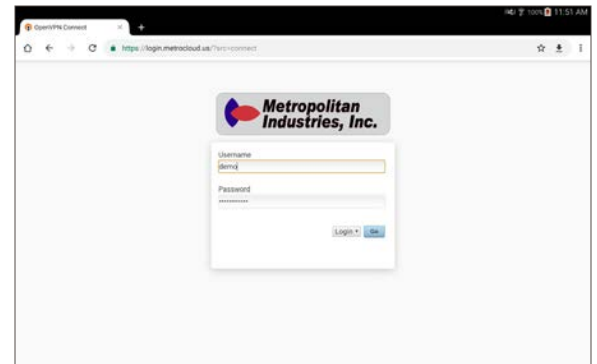
## Android Quick Start Instructions

### STEP 1



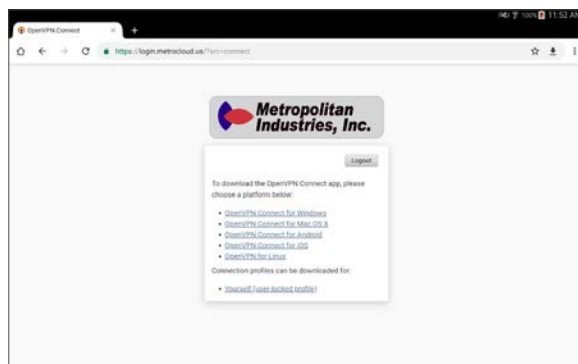
Open the Google Play Store app on your Android device and search for “OpenVPN”. Amongst the search results will be “OpenVPN Connect” from OpenVPN Technologies. Install the app on your device.

### STEP 2



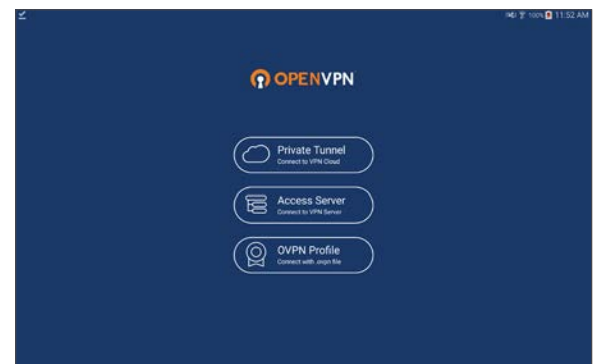
Switch to the Chrome app and go to the URL “https://login.metrocloud.us”. Enter the VPN login username and password as shown on your MetroCloud login information sheet.

### STEP 3



After logging in, tap the bottom link “Yourself (user-locked profile)” to download your profile.

### STEP 4



Open the OpenVPN Connect app. From the main menu, tap the “OVPN Profile” button.

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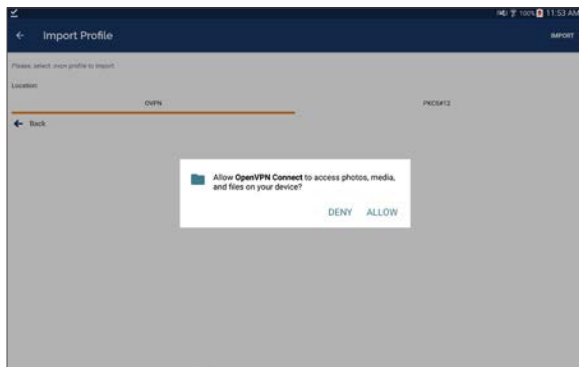
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## STEP 5



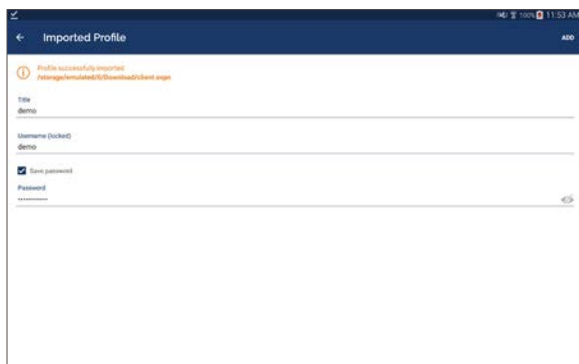
Tap "Allow" to allow OpenVPN access to the files on your device.

## STEP 6



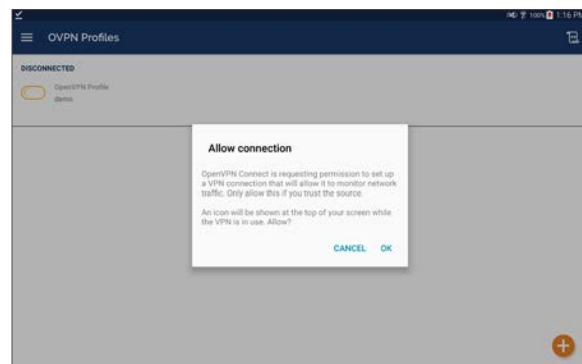
Navigate to the location of the "Downloads" folder on your device and select "client.ovpn". A checkmark should appear opposite the filename on the right side of the screen. Tap "IMPORT" in the upper right corner to import the profile.

## STEP 7



Once the profile is imported, tap the "Save Password" checkbox and enter your password. Tap "ADD" in the upper right corner to add the profile.

## STEP 8



When you're ready to connect, tap the toggle switch next to the OpenVPN Profile. A verification window will pop up. Tap "OK".

**STEP 9**



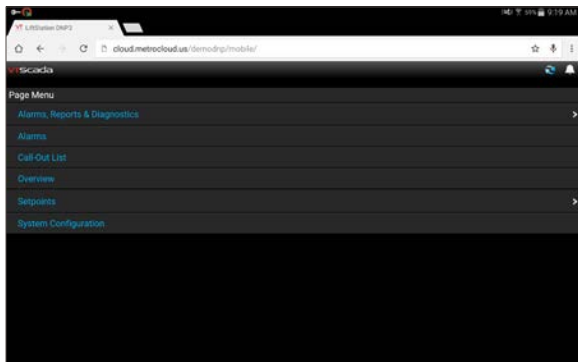
Once connection is successful, you will see your status as "Connected".

**STEP 10**

VPN Login URL: <https://login.metrocloud.us/>  
Your VPN Login Info:  
Username:   
Password:   
  
MetroCloud Login VIC URL:  
<http://cloud.metrocloud.us/yourURL>  
MetroCloud Login Mobile URL:  
<http://cloud.metrocloud.us/yourURL/mobile>  
  
Your 3 User Accounts Login Info:  
Supervisor Username:   
Supervisor Password:   
Operator Username:   
Operator Password:

To connect to the MetroCloud Internet Server, again open Chrome and go to the MetroCloud Login Mobile URL as shown on your MetroCloud login information sheet. When prompted, enter the appropriate username and password as listed on the sheet.

**STEP 11**



You are now connected to the MetroCloud Internet Server.

## **MetroCloud SCADA**

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