

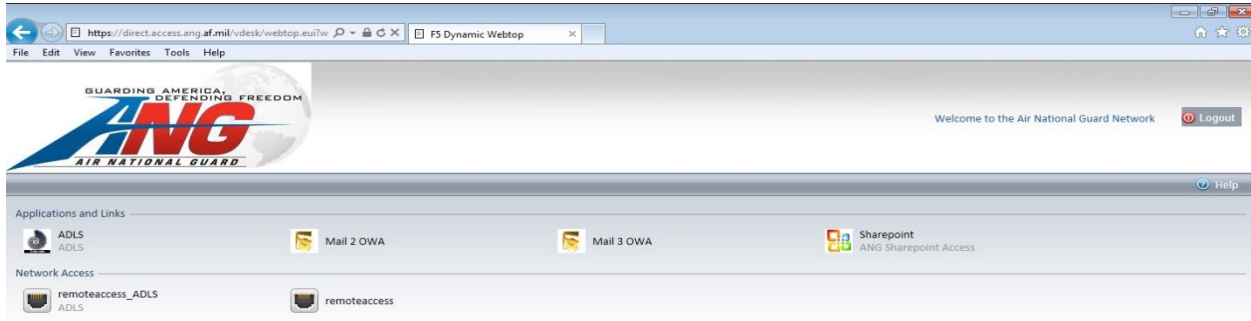
QUICKSTART GUIDE
FOR AIR NATIONAL GUARD
F5 REMOTE ACCESS PORTAL

Access ADLS, OWA, VPN, and Sharepoint
from Home or Office

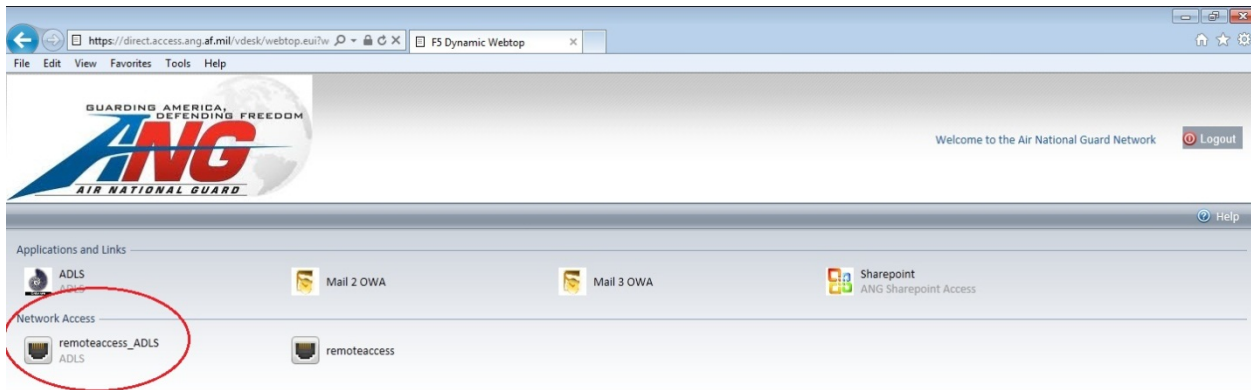
Basic Requirements: A windows based PC or laptop with CAC reader, Active Client Middleware, and DoD as well as personal certificates. Once these basics are met, simply point your browser (IE9 or later, Google Chrome 26 or later and Mozilla Firefox current version).

URL to use should be: **https://direct.access.ang.af.mil**

This brings you to the main portal screen as shown below:



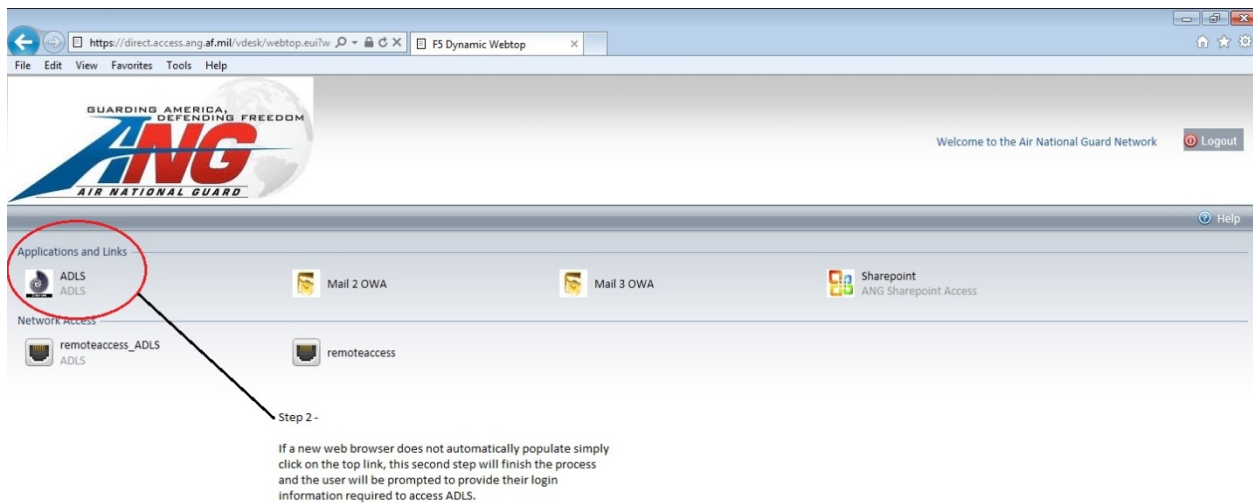
To access **ADLS**, simply click on the remoteaccess_ADLS icon as shown



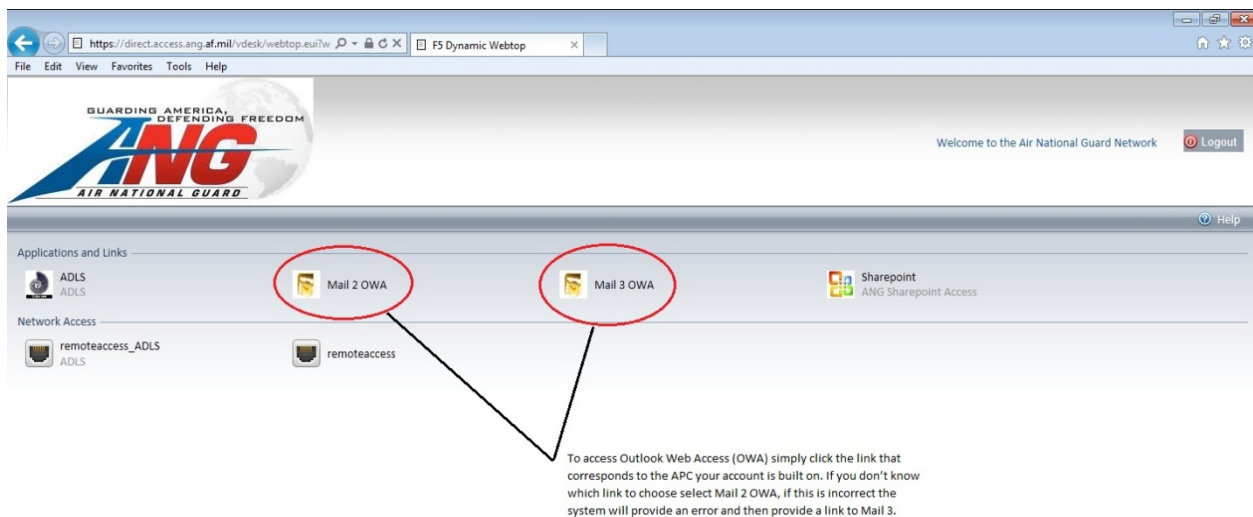
Step 1 Click this link -

At this point most web browsers will initiate a VPN connection, start a new internet session in a new browser and populate the address bar with the URL needed to reach ALDS. If a new browser does not automatically launch see step 2.

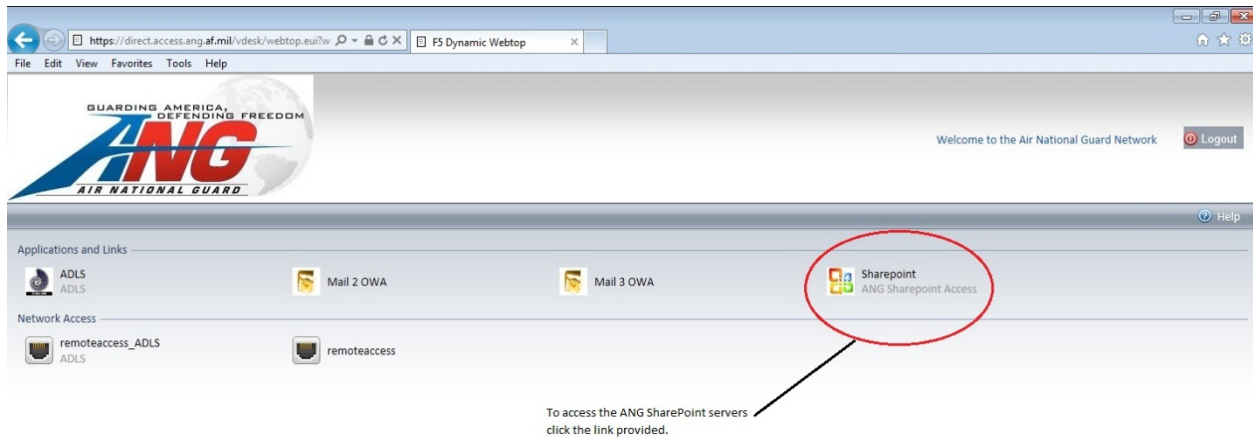
In the event that a separate browser window does not open after selecting this option, click the ADLS icon in the first row:



For **OWA** email access, click on the Mail2 or Mail 3 icon as appropriate. If you are unsure, then select Mail 2; if incorrect, an error message will appear and prompt you to select Mail 3.

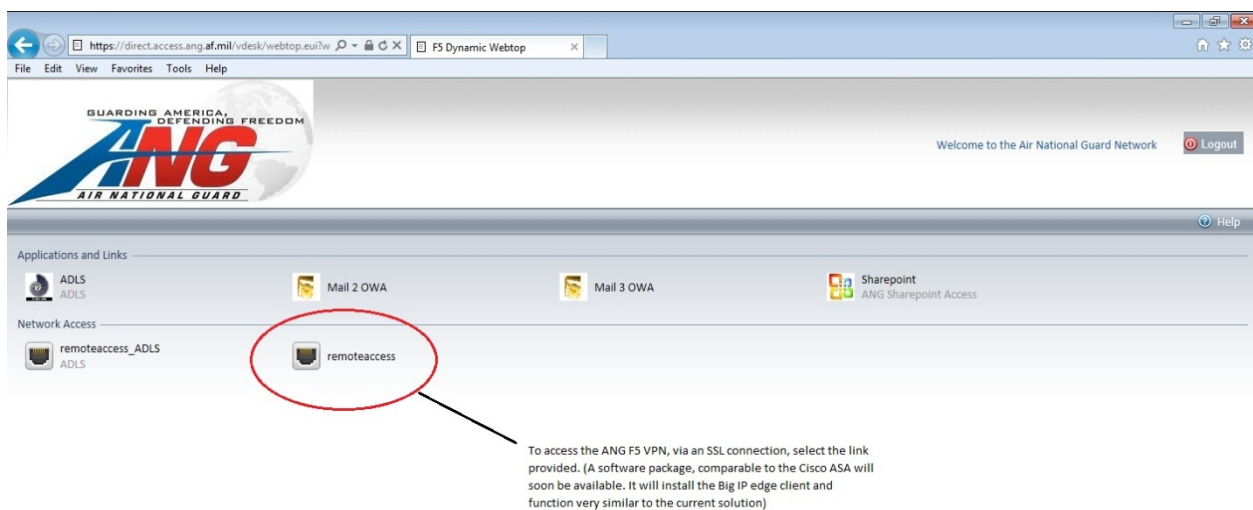


To select **SHAREPOINT**, click on the **SHAREPOINT** icon as depicted in the graphic below;



From here, you will be able to navigate to the respective sharepoint areas on the system.

VPN (note, this is for GFE only) access is achieved by selecting the remoteaccess icon in the bottom row of the main screen:



When completed with online access simply click the logout button in upper right hand corner. This should reset all your local settings and close all VPN sessions and apps.