Accessing the RDA Toolkit
on and off-campus using VPN

To use RDA Toolkit, users must access the site through a Wayne State University connection.

This can be done from any on-campus computer.

For off-campus users, it is necessary to first connect to the WSU VPN (see next slide).

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If accessing RDA Toolkit off-campus, go to https://vpn.wayne.edu/ and login with your WSU AccessID and Password
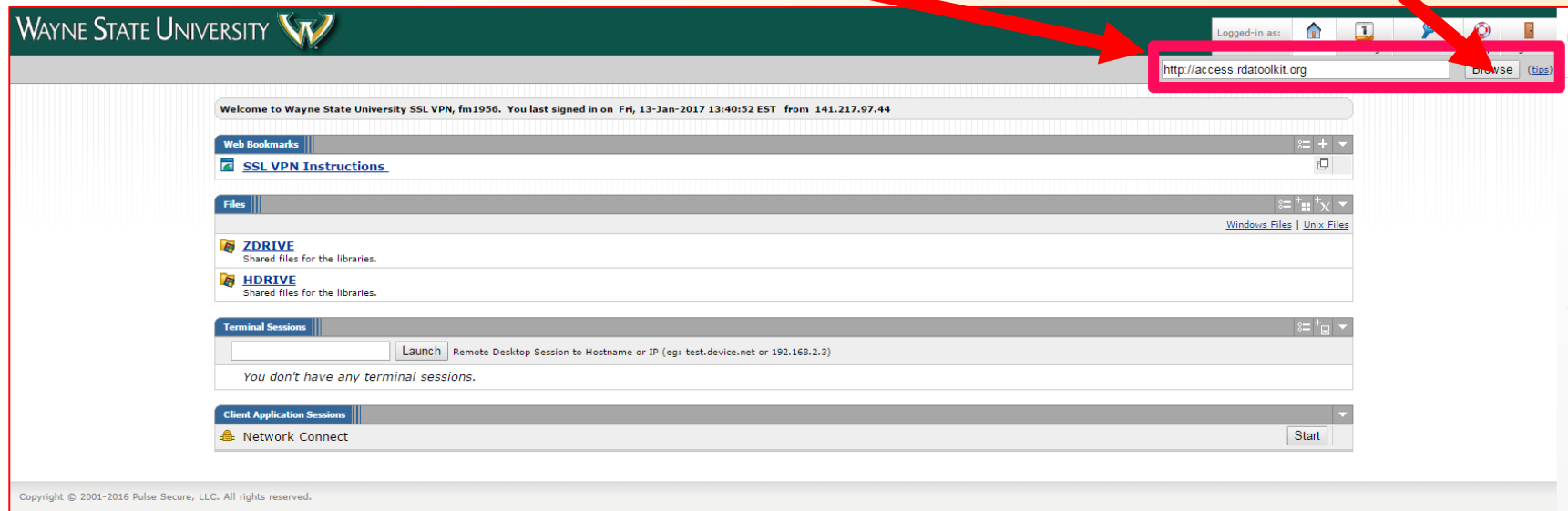

For additional security, you must choose a second factor authentication method.

If you experience any problems using the WSU VPN, please contact the C&IT Help Desk: https://computing.wayne.edu/helpdesk/index.php or visit: https://computing.wayne.edu/vpn/

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Accession the RDA Toolkit on and off-campus using VPN

Inside the VPN, type http://access.rdatoolkit.org into the navigation bar.

Click **Browse**

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http://access.rdatoolkit.org

Accession the RDA Toolkit on and off-campus using VPN

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If you have properly connected, **"Wayne State University"** will be listed in the **top right corner of the RDA Toolkit website**.
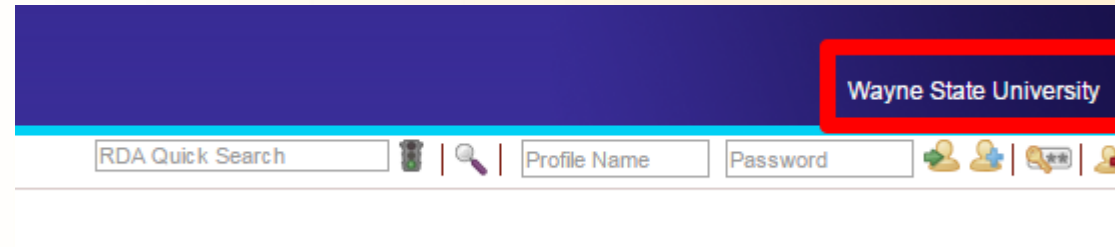
Off-campus users: If Wayne State University is not listed, please review the VPN process and repeat until you are properly connected.

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Click **Create Profile** directly beneath "Wayne State University" (third icon from the right)

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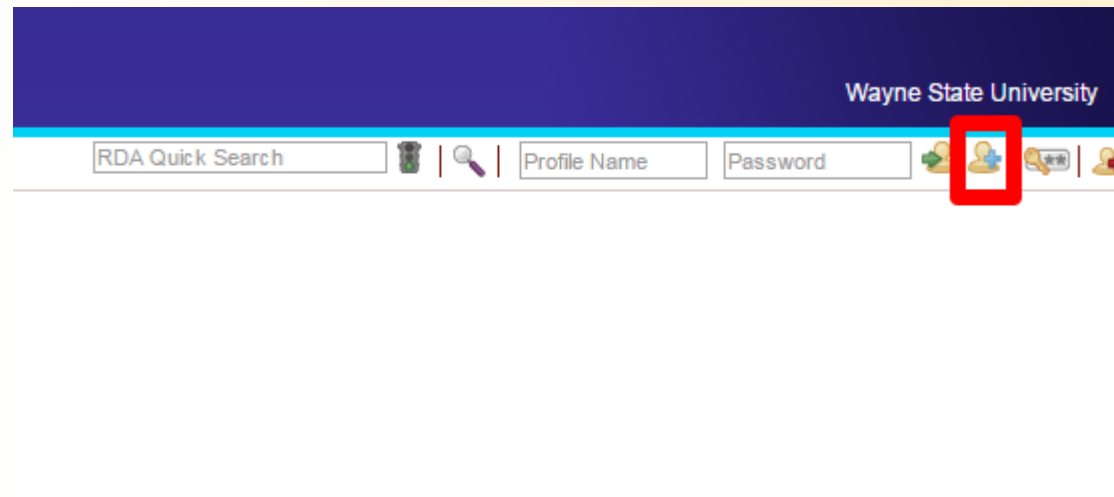
Fill out the appropriate fields to create a new profile.
NOTE: You must use your **AccessID** as your profile
name, and your **WSU email address.**

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Check the RDA Toolkit terms and conditions box.

Select **create.**

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