

McLeod Global Protect Installation Steps

1. Set-up Global Protect (page 7 in the guide)
 - a. Choose the proper download (Windows or Mac)
 - b. Open the installer and follow the process to install
 - c. Connect to Global Protect (page 9)
 - i. Portal address -> nsh.mcleodhosted.com
 - ii. User: ammf-x1234 (agent login)
 - iii. PW: **password33^***
2. Once connected, login to complete account set-up (page 10)
 - a. Click the link (ignore the McLeod Hosted RD Services box) ->
<https://selfservice.mcleodhosted.com:9251/showLogin.cc?logoutFromSSO=true>
 - b. Username: ammf-x1234 (agent login)
 - c. Password: **password33^***
 - d. Select Domain - > MCLEODHOSTED -> Login
 - e. [Click Here] box
 - f. Enter their email address and press [Send Code] -> check email
 - g. Enter verification code [Verify Code and Continue] -> [Next]
 - i. Agent will get a few emails from McLeod. Those are normal
 - h. Enroll for Verification -> Use Security Questions option “unless the agent has 1 of the other options”, their choice
 - i. If they use Security questions ***recommended***
 - i. Use Mother’s Maiden Name (must be 5 letters) -> key it in twice
 - ii. User Favorite Color (must be 5 letters) -> key it in twice (recommend **green** for money)
 - iii. Press [Next]

- iv. Press [Click Here] to complete the process
 - j. Click the Edit pencil (page 13)
 - i. Mobile number with the dashes xxx-yyy-zzzz
 - ii. Email address -> press [Update]
- 3. As this point, create a new folder on the agents desktop. Right click -> New -> Folder. Rename it something like Admiral McLeod
- 4. Copy and paste the items from the thumb drive into this folder
 - a. Update the 1234.txt file to be their login (ammf-aXXXX) and save as XXXX.txt and delete the 1234.txt file