# Accessing NUS Staff Portal eServices from outside NUS Campus

There are 3 methods to access Staff Portal eServices from outside NUS Campus.

Method 1 - Using a mobile device enrolled to Workspace One
Method 2 - Using a NUS issued laptop or a personal laptop/computer with Pulse Secure
　　　　　installed
Method 3 - Using a public computer

## Method 1 - Using a mobile device enrolled to Workspace One

You can access Staff Portal eServices on your mobile device by enrolling your device to Workspace One.

Workspace One is a digital platform that brings eServices and convenience to you on your trusted mobile device securely. It supports Apple devices running iOS 11 and above, and Android devices running Android 8 and above. To enrol your device, refer to the enrolment guide at https://nusit.nus.edu.sg/digital-workspace/workspace-one/#ws1-guides.

To find out more about Workspace One and its usage, visit https://nusit.nus.edu.sg/digital-workspace/workspace-one/.

## Method 2 - Using a NUS issued laptop or personal laptop/computer with Pulse Secure installed.

You can access Staff Portal eServices using your NUS issued laptop or your personal laptop/computer by connecting to NUS network through a secure VPN connection (nVPN). You will need to have Pulse Secure installed and configured before connecting to NUS network. You will also need your 2FA authentication mobile device with you.

You can download and install Pulse Secure from https://nusit.nus.edu.sg/eguides/. Look for the nVPN Installer for your OS Type. To configure it, refer to the nVPN Configuration Guide for Staff for step-by-step configuration.

## Method 3 - Using a public computer

You can access Staff Portal eServices from outside of NUS Campus using a public computer. You will need your 2FA authentication mobile device with you.

1. Open a browser and go to http://nus.edu.sg/inside-nus.
   IE or Firefox browsers are strongly recommended.

2. Scroll down and look for Staff Portal Access as shown.
   Click on Off-Campus to reveal the options and click on "Connect to VPN".
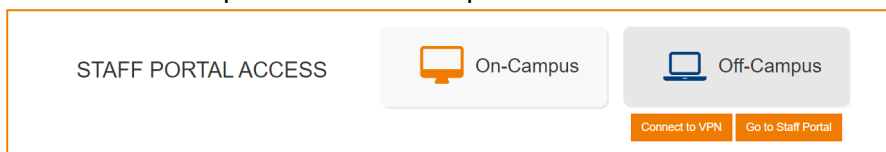


3. You will be redirected to the nVPN homepage.
   Click on "staff" and click on "a public computer".
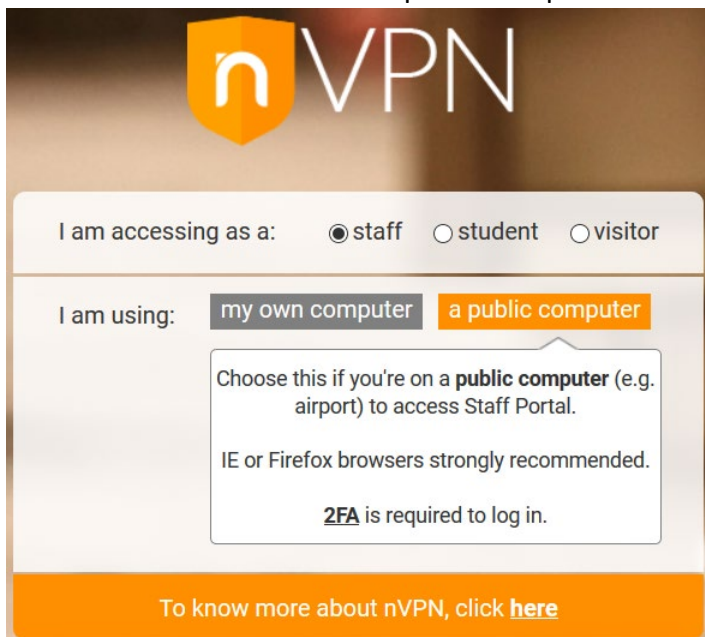


4. Enter your NUSNET ID (e.g. **nusstf\userid**) and password, and then click "**Sign In**".
   Approve the 2FA authentication request when prompted on your 2FA device.
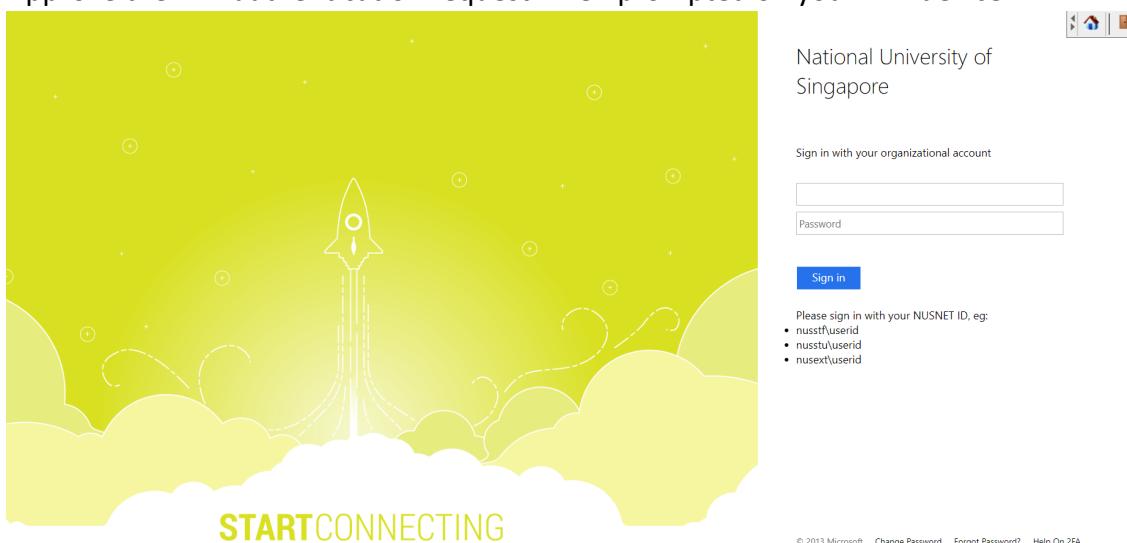
5.  After 2FA authentication, if you encounter the following page, enter your **NUSNET ID** (without domain) and **password**, change the domain to **NUSSTF** and click "**Continue**".



6.  Once you reached the Staff Portal, you can access the eServices from the top menu as shown.
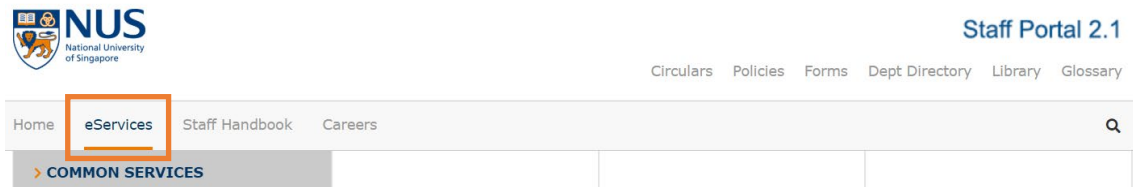


7.  When you are done, please click on the "Sign out" icon  found on the top right of the browser as shown to disconnect the session.