

How to Work Remotely

1. Equipment Checklist

The Piedmont University IT Department provides the following for at-home workstations:

1. Piedmont Laptop
2. Laptop Charger
3. VPN Connectivity

These Items are sufficient to perform work from home.

Additional equipment such as docking stations, monitors, keyboards, etc. is considered optional convenience equipment and is not provided by IT by default. Requests for additional equipment should follow the official accommodation process via Piedmont OARS or be approved and funded by the requesting department.

2. Workstation Setup

1. Connect your Piedmont Laptop to power via the charging cable.
2. Power on the laptop and sign-in using your Piedmont account.
3. Connect the laptop to your home network by selecting your network and typing in the password.
4. Connect your device to the GlobalProtect VPN.
 - You can find instructions for connecting to VPN here: [GlobalProtect Instructions](#)
5. Once connected to VPN, You should be able to access Piedmont resources as you normally would on-campus.

Department Contact Info

For any issues or questions regarding remote work, please contact IT Helpdesk support

☎ (706) 894-4205

✉ ITSupport@piedmont.edu

🌐 <https://itsupport.piedmont.edu/>

Revision #6

Created 2026-02-09 14:23:32 UTC by Jefferson Davis

Updated 2026-04-28 18:52:21 UTC by Jefferson Davis