

# The Use of Remote Services (VPN etc.) in Exceptional Situation

VPN remote connection is available to all Metropolia users. You need VPN connection to access internal services from outside of Metropolia campus. Access via VPN connection is determined by the user's role and the remote device.

Systems requiring VPN connection:

- HR (<https://hr.metropolia.fi/>)
- TEM travel expense management system (<http://tem.metropolia.fi>)
- Forecast budgeting system (<https://wintimeweb.metropolia.fi/Forecast/>)
- Timecon time and attendance system (<https://tc1.metropolia.fi>)
- Workflow invoice management system (<https://thweb.metropolia.fi/workflow>)
- Instruction supporting project servers
- Educloud
- Laboratory systems

**Use VPN connection only when you really need it and after consideration, to ensure sufficient capacity.**

**Do not use VPN in video meetings or while watching videos.**

**Services requiring VPN connection may be restricted temporarily or permanently or to ensure the accessibility of critical services.**

**Metropolia VPN capacity is not designed with a crisis situation in mind. Oma, Moodle, Zoom, Teams and Skype for Business do not require VPN connection.**

**To avoid creating overload, Zoom service will be transferred from Nordunet cloud to Zoom's European cloud while the exceptional circumstances prevail. Zoom's cloud recording will be blocked. When the situation returns to normal, Zoom will return to Nordunet cloud.**

You can access network drives without VPN connection at <https://webdisk.metropolia.fi>.

Library databases can be found at <http://ezproxy.metropolia.fi>.

For more information on services, visit <https://wiki.metropolia.fi/display/tietohallinto>.

Direct links:

[VPN instructions](#) (in Finnish)

[Cloud service instructions](#)

[Zoom instructions](#) (in Finnish)

[Etäpalveluiden käytöstä poikkeustilanteen aikana \(esim. VPN\)](#)