How to Setup SENTRY Gatekeeper

Before you setup and use Sentry Gatekeeper, you need to be logged into a USNH Institution VPN.

1. In the left lower corner on your desktop, select the “Start menu” icon.
2. In the “Start menu search area”, type “sentry gatekeeper”.
3. In the updated “Start menu”, select “SENTRY Gatekeeper”.

![Screenshot of the updated Start menu with SENTRY Gatekeeper highlighted]
1. In the “SENTRY Gatekeeper” program.
   - Press the “Sign in with Azure AD credentials” – button.
   - Enter the prompted information.
   - Press the “Sign In” – button.
2. In the “SENTRY Gatekeeper” program.
   a. Enter your first name and last name.
   b. Enter 1 followed by your 10-digit phone number.
   c. Press the “Register” – button.

3. In the “SENTRY Gatekeeper” program, press the “FIND ME ON MAP” – button.
4. If the result is:
   a. Your location, the “VALIDATE” button and go to step no.1 on page no.6.
   b. Not your location, press the “EDIT” - button and go to step no.1 on page.8.
1. In the updated window, press the “SAVE” – button.

2. In the updated window.
   a. Select the “check mark” – icon.
   b. Select the “-” – icon to minimize the window.

DONE.
1. In the updated window,
   a. Select the “house” – icon.
   b. Update “Address Line 1”.
   c. If needed, update the “City/Town”,
   d. If needed, update the “State”.
   e. If needed, update the “Zip Code”.
   f. Select “VALIDATE”.
   g. Select “APPLY”.

2. In the updated window, press the “SAVE” – button.
3. In the updated window,
   a. Select the “check mark” – icon.
   b. Select the “-” – icon to minimize the window.

DONE.