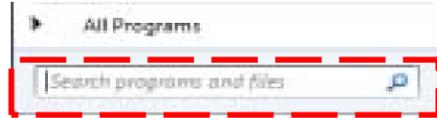


Connecting to CBA Terminal Services – Windows 7

If you are not on a campus network please ensure that you have a VPN connection. Consult “How to set up VPN” in <http://support.uakron.edu> to get instructions on setting up the VPN. (Connect to “**rootown**”)

Steps too remotely connect to CBA Terminal Services for Windows 7.

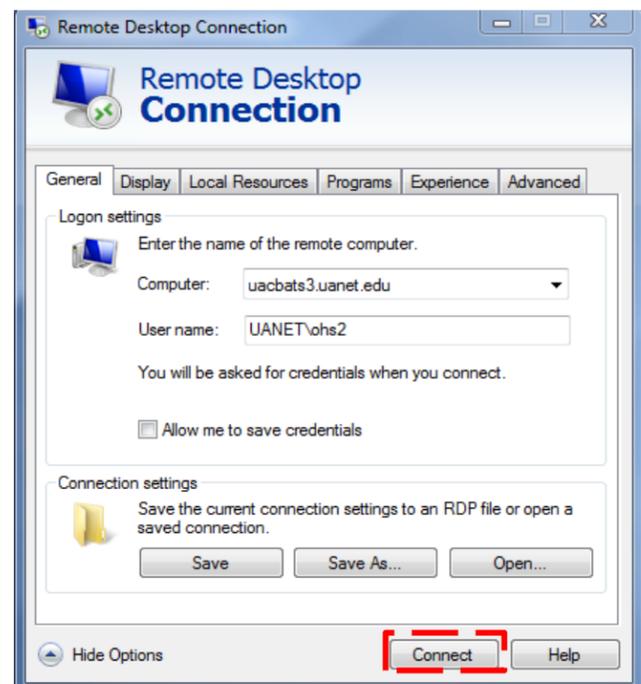
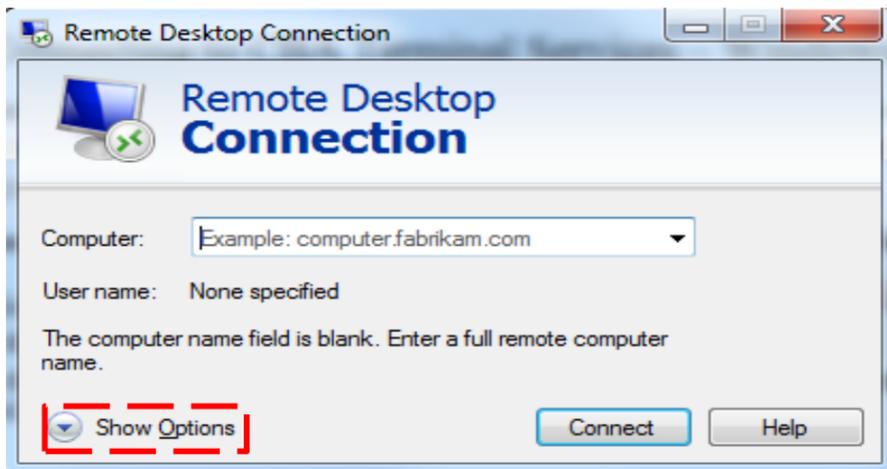
1. Click the Start button  > Enter “**Remote Desktop Connection**” in search bar. > Click on “**Remote Desktop Connection**”.



2. The Remote Desktop Connection dialog box will appear, just as in **Picture 1**. Next you will need to click on “*Show Options*” (**Picture 2**) and type in “uacbats3.uanet.edu” as the *Computer* name. For the *Username* you will enter **UANET\UANETID**.

Picture 2

Picture 1

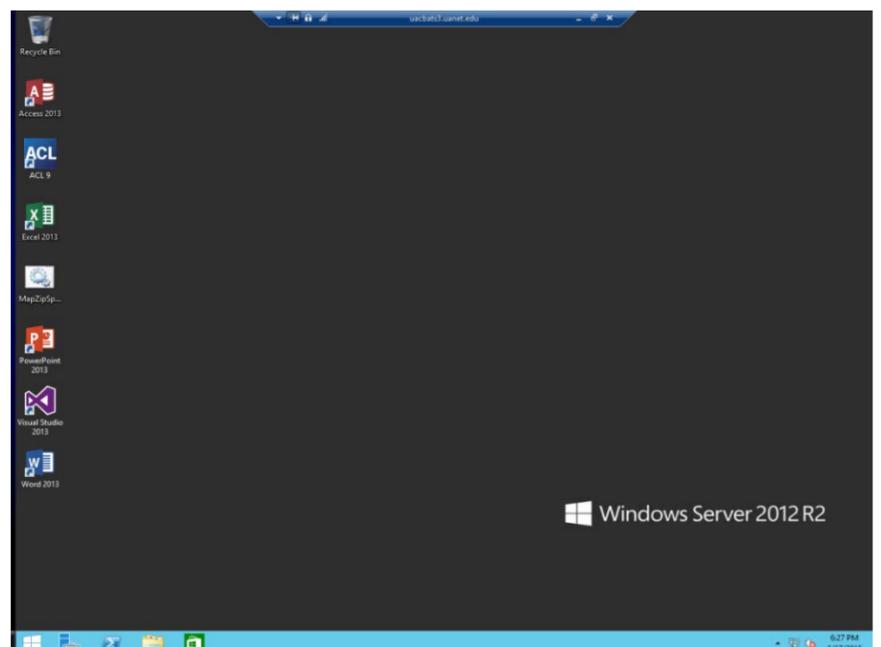


3. Click “*Connect*”.
4. The Windows Security dialog box will then appear asking you to enter your password.
5. Once connected you will see a Warning box. Click *OK*. (**Picture 3**)
6. The terminal server will automatically log you in and will be brought to the desktop as shown in **Picture 4**.
7. Once you are connected, you will be able to use the programs available on the computer.
8. **Log off** once you are done and the terminal services connection will be automatically disconnected.

Picture 3



Picture 4



Note: Access is updated each semester and **only permitted while enrolled in a CBA class.**