Connecting to the UWS Remote Environment

This fact sheet covers how to connect to the UWS Remote Environment using Library R500 Laptops.

The UWS remote Environment allows you to access applications such as Office 2003, PaintShop Pro. It will also allow you to access your My Documents and the Student Data share.

**Section 1: How to Connect to the AirUWS Wireless network**

It has been assumed that you will already have access to one of the Library’s LGE R500 Laptops.

You must be in the vicinity of one of the AirUWS wireless zones for access to the UWS Remote environment to be available.

- Start the Library LGE R500 computer.
- The laptop will autologon and you will have access to the Library laptop desktop.
• From here you will need to log into the **AirUWS** network before you can connect to the **UWS Remote** environment.

• Login into **AirUWS** using your **MyUWS** credentials.

![Login to AirUWS](image)

• **TunnelGuard** will run a compliance check.
• If you accept the **License Agreement** click on the “I Agree” button.

• The **NetDirect** drivers will start to install.
• Welcome to AirUWS will appear, however, the process is not quite complete yet.

Once this **Banner message** has appeared you are now connected to AirUWS.

• Click OK
Section 2: How to Connect to the UWS Remote environment

This section assumes that you are now connected to the AirUWS wireless network.

- After completing Section 1: How to Connect to the AirUWS Wireless network you need to launch the UWS Remote Link that can found on the left hand side of the desktop.

- In the Log in box enter in your MyUWS credentials and then click on the Log In button.
• Click on the **Virtual Lab Desktop** to start the process to connect to the **UWS Remote** environment.

• Note that you are now being connected to the **Virtual Lab Desktop**.
• By default the **UWS Remote** environment starts up in full screen.

• You are now logged into the **UWS Remote** environment.
All the UWS Remote Applications can be accessed from the Start menu, including:

- Microsoft Office Word 2003
- Microsoft Office Excel 2003
- Microsoft Office Access 2003
- Microsoft Office PowerPoint 2003
- Microsoft Office Publisher 2003
- Microsoft Office Frontpage 2003
- Corel PaintShop Pro X
- Internet Explorer 6.0
- Notepad, Calculator and other utilities.
- Adobe Acrobat Reader 8.0
- Student Data Share Drive.
• You can also access your **student My Documents** from within the **UWS Remote** environment.

![Image of My Documents window]

• You can also access your **USB Key/Device** if you connected it to the Library LGE R500 Laptop, before you logged into the **UWS Remote** environment.

**Important Note:** You must have connected the **USB Key** to the Library **LGE R500** laptop prior to connecting to the **UWS Remote** environment otherwise the **USB Key** will not be recognised.

If this occurs save your work, log off the **UWS Remote** environment and then log back into the **UWS Remote** environment and your **USB key** should now be available.
Once you have finished with your UWS Remote session, use the Log Off button available from the Start menu.
• Once you have finished with the Laptop you should **Log Off** the AirUWS wireless network before shutting down the computer, otherwise you may experience problems.

![Logout](image)

- Use the Logout option here to Log out completely from the AirUWS wireless network.

• When you are ready to shutdown the computer, choose the **Shutdown** option from the **Start** menu