

## **Requirements for Logging into Delta via Remote Desktop:**

It is important to know that this service only works for designated individuals allowing them to securely connect to their workstations at the office. As a result:

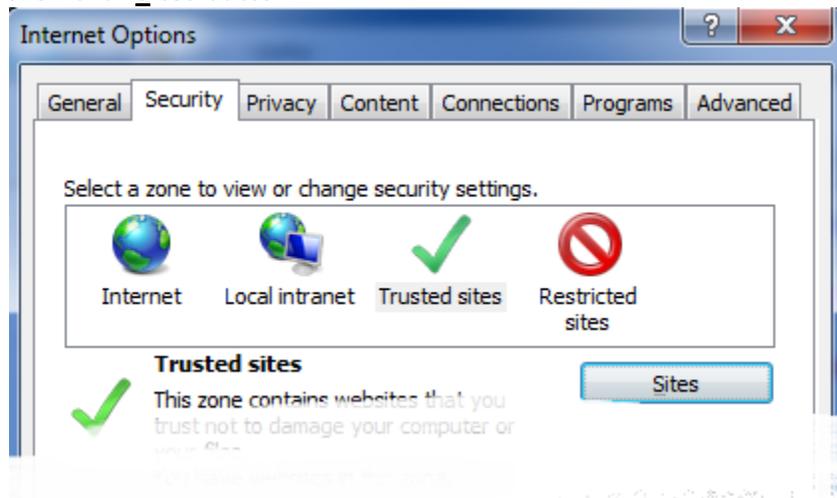
1. You must have requested and granted this special type of access
2. Can connect from either PC or Mac, using any browser
3. The Office computer you are intending to connect must be powered on
4. If using Internet Explorer, add [https://\\*.Deltains.com](https://*.Deltains.com) as a trusted site (See detailed instruction section).
5. If using Internet Explorer, a small application may have to be installed
6. If not Internet Explorer, you will need to install Java

## **Add “[https://\\*.deltains.com](https://*.deltains.com)” as Trusted Site – Internet Explorer only**

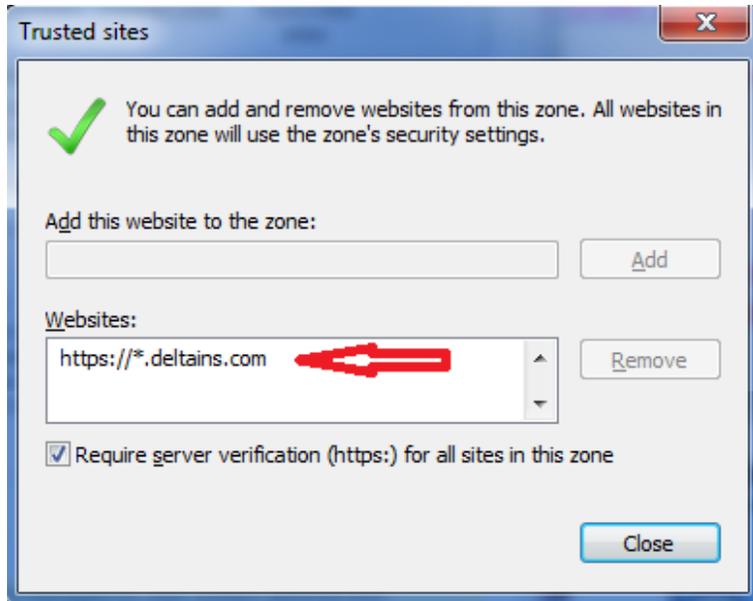
This is a necessary step and must be completed before proceeding.

If you choose to use other browsers, you may need to follow Adding Deltains.com domain to your local machines trusted sites is necessary to be performed once per machine.

1. Open Internet Explorer, go to Tools menu, choose Internet Options.
2. In the Internet Options window that pops up, choose Security tab, click Trusted Sites then click Sites button.



3. In the “Add this website to the zone:” box type in [https://\\*.deltains.com](https://*.deltains.com) (be sure to type this correctly). Then click Add button. Once this is done, your list of Websites will include the item just added as shown below. Click Close button..



4. Back in the Internet Options window, click OK to close.
5. Close your browser before proceeding.

### **Installing Java – Necessary for browsers other than Internet Explorer**

It is very common for computers to have Java already installed but in the event your computer does not have Java installed, follow these instructions:

1. Open your browser, go to <http://java.com/>
2. Click Do I have Java link or simply go to <http://java.com/en/download/installed.jsp>
3. Click “Verify Java version” button. Depending on the security settings of the computer, you will be prompted to allow execution of this program. Acknowledge prompts and complete installation of Java
4. Complete installation, restart your browser and return back to step 2 to confirm Java is installed and operational

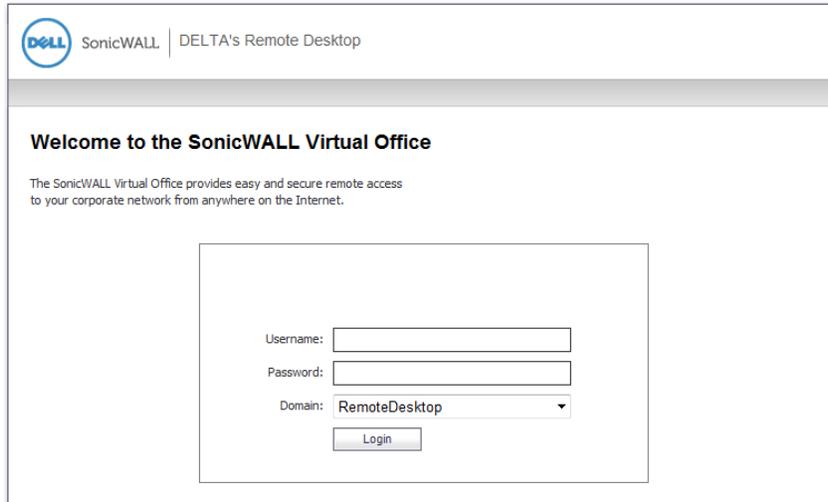
### **Installing Internet Explorer applet**

Depending on the version of Internet Explorer and the version of Windows you are using, you will be prompted to update / install a small client that securely connects the session to Delta’s appliance. Occasional update of this client may be necessary. Nonetheless, this process is very simple and generally consists of acknowledging the prompts through conclusion.

The prompt to update / install client comes up after step 2 of the Login instructions.

## Login Instructions

1. Open your preferred browser, go to <http://www.deltains.com/911>
2. In the Remote Access section, click "Remote Desktop Access" to be taken to the correct destination. You may choose to bookmark this page for more convenient future access.



3. Enter your username, password and domain name. You are to use the same credentials as while in your office computer. Click Login button.
4. If you are using Internet Explorer, you \*may\* be prompted to install a small Active-X client. Please acknowledge this message and follow prompts to complete installation.
5. Once you have been authenticated with the appliance, you will see a list of various computers you can connect to.
6. Double-click on the machine you have access to and intend to access. You may be prompted with message "The publisher of this remote connection can't be identified. Do you want to connect anyway?" Acknowledge this message by clicking Connect.
7. You will now be prompted to log in once again. This time, be sure to click "Use Another Account" and enter your information in the format "Domain\username"



8. Upon completion, please log out of your remote session by choosing shutdown -> Log Off. You must also close browser to prevent unauthorized access.