

Getting Started with Student Remote Access

Overview

TAFE Queensland Brisbane students can now access the campus Education network from any computer with internet access. It is a web-based virtual desktop and Windows application delivery service providing the ability to access current versions of software, shared folders (G: Drive) and home directories (H: Drive). The service is open to all students and staff of TAFE Queensland Brisbane who have a user account on the Education network.

The applications available in Student Remote Access are the Microsoft Office 2010 suite of programs including Access 2010, Adobe Acrobat Professional and MYOB Accounting Plus.

To get started, you are required to install Citrix Receiver on your computer, which is available as a free download.

Connecting from Home

1. Download and Install the Citrix Receiver application

First time users must download and install the Citrix Receiver application. The Citrix Receiver allows you to access TAFE software from your computer.

- a. Download and install the Citrix Receiver.

[Download for Windows PC](#)

[Download for Mac OS X](#)

- b. **Save** the Citrix Receiver file to your computer and **Run** to install the Citrix Receiver application.
- c. Once the Citrix Receiver has installed, you will receive the following message: **"Installation completed successfully"**. Click **OK** to continue.

13 72 48

tafebrisbane.edu.au

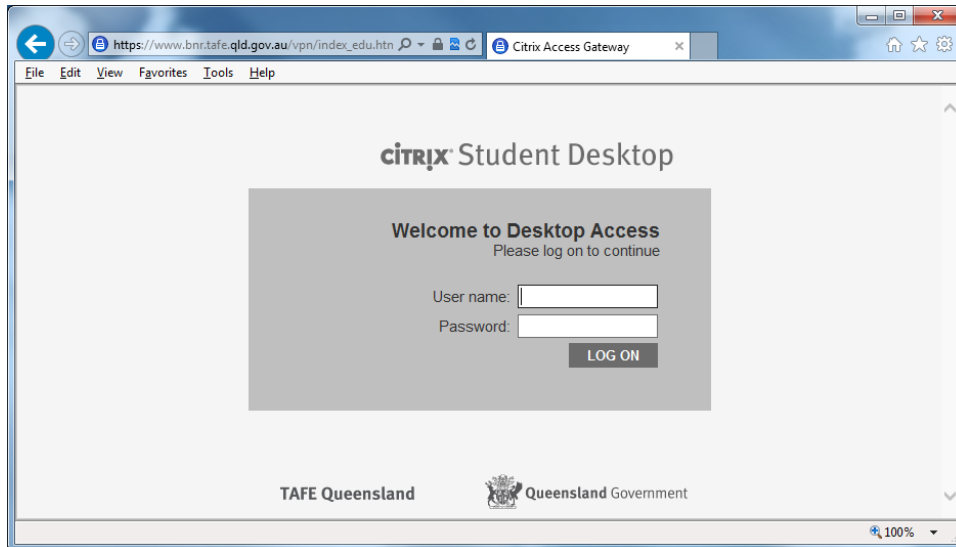
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2. Log On to Student Remote Access

Visit <https://www.bnr.tafe.qld.gov.au>. We recommend using Internet Explorer.

- a. Log in using your TAFE student number and usual password. Click **LOG ON**.

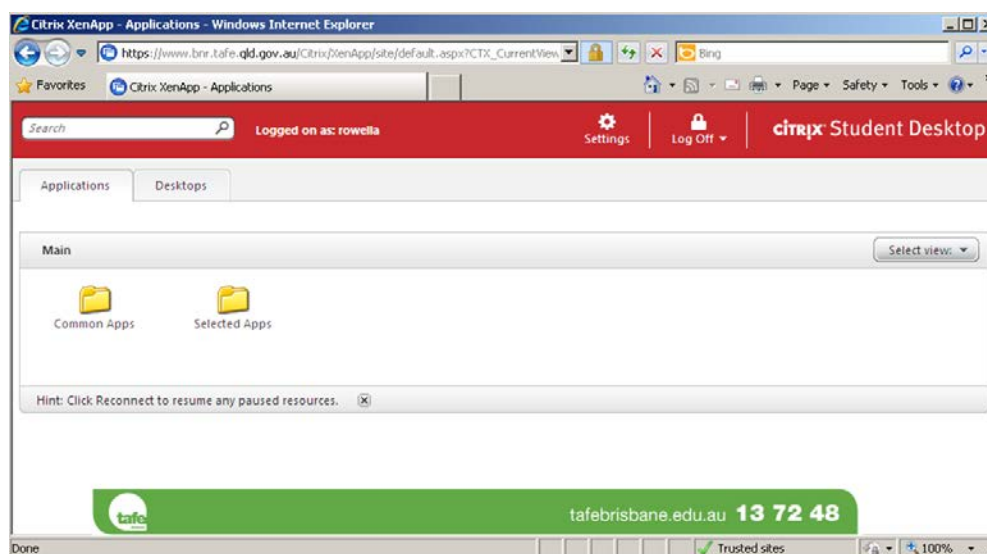


- b. If you receive a warning to allow a website to open content on your computer, click **Allow**.

Problems logging in remotely? Phone the customer service centre, Monday to Friday, [during business hours](tel:137248), on 13 72 48.

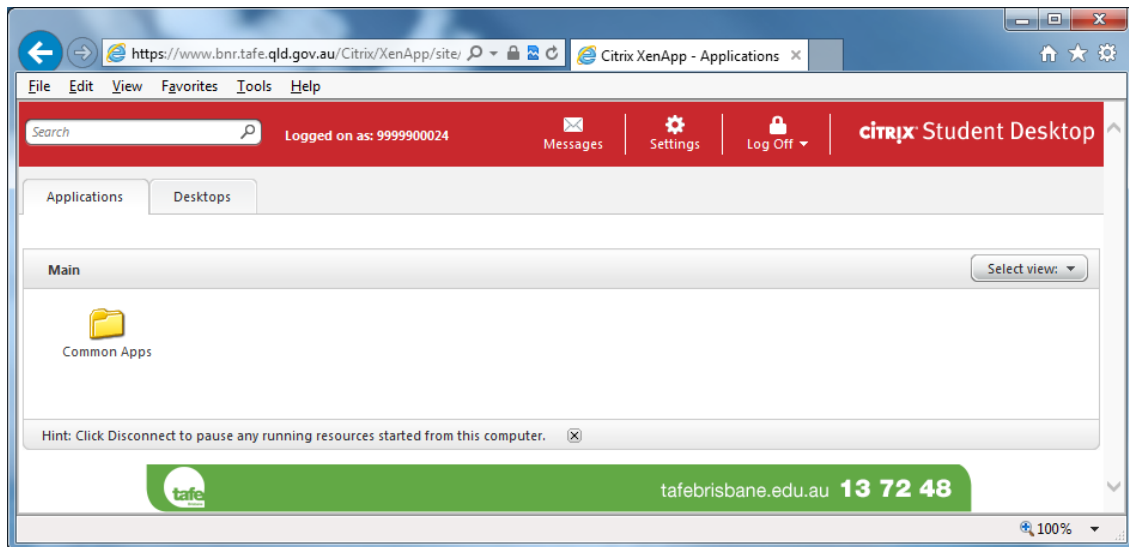
Once logged on you can now access any work, folders and files that you have stored on the TAFE Education Network (i.e. G: Drive or H: Drive), in addition to the intranet site and other student applications. You can also access your local drives, printers, and scanners as well.

From here you can access your Desktop, via the Desktop tab, or you can access Applications directly via the Applications tab.

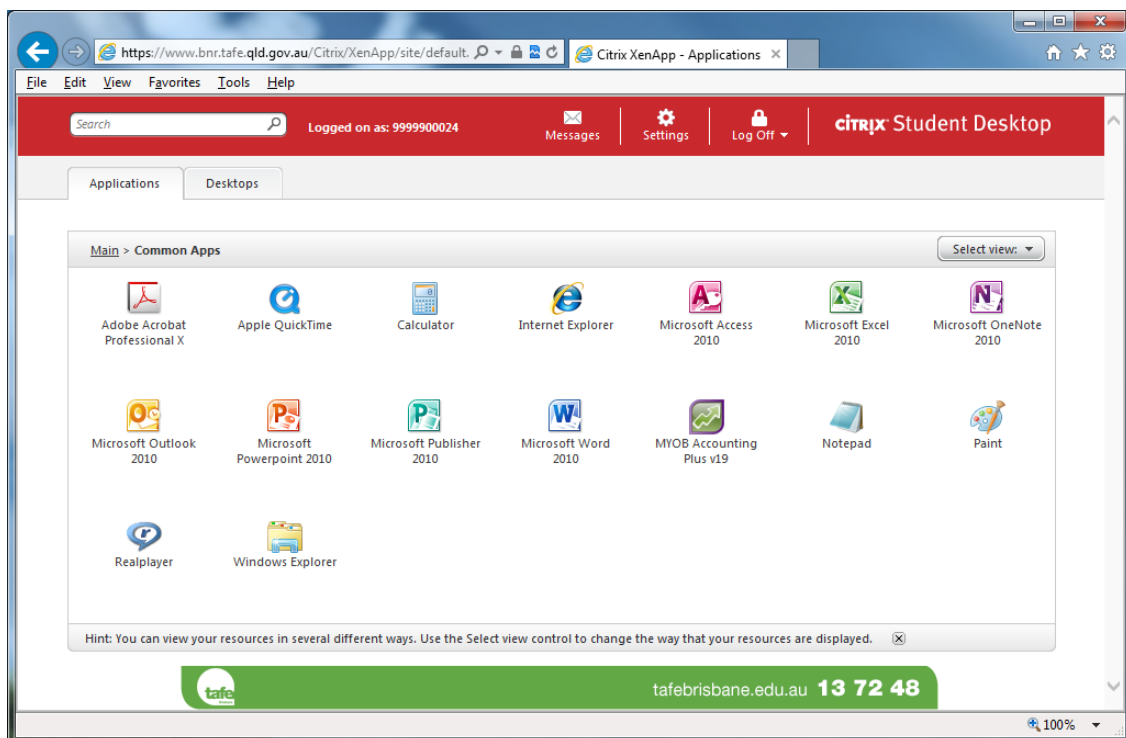


Opening an Application

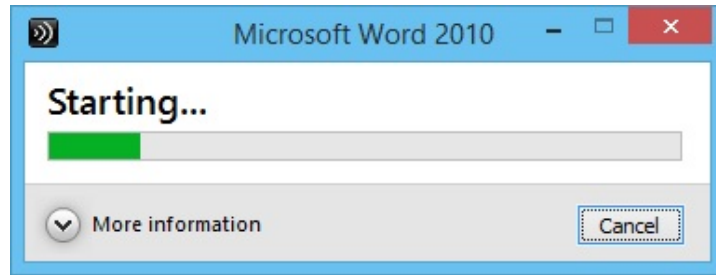
1. On the Applications tab, click on Common Apps.



2. Click on the icon of the application you would like to open.



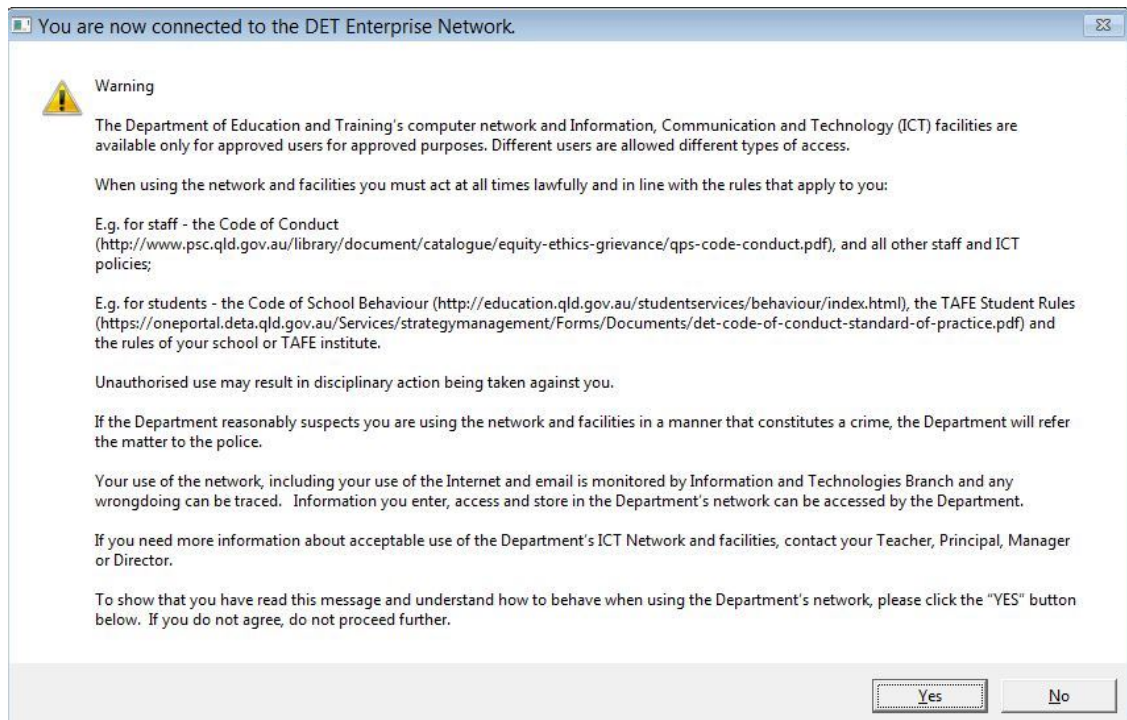
A **Starting** dialog box should display.



3. If you receive a security warning to allow the application to access information on your device, click Permit use.

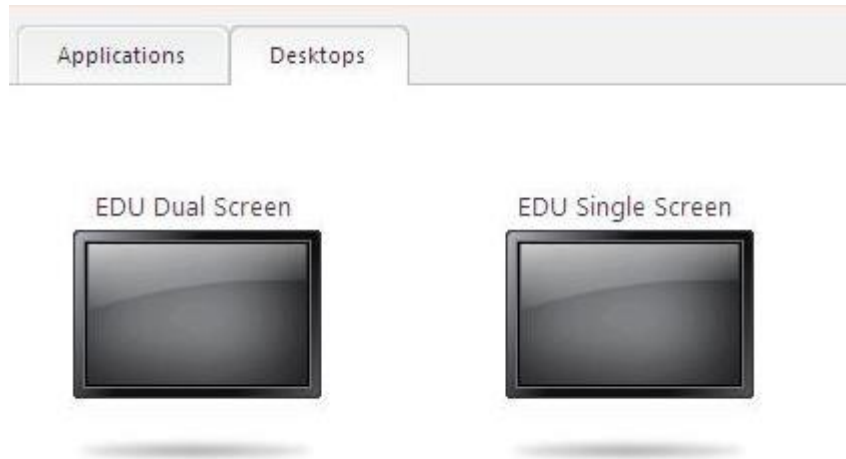


4. The application will now open and display the TAFE student computer use policy. Click on Yes or press Enter.



Opening an Remote Desktop

From the Desktop tab there are two options available. They are shown as EDU Dual Screen and EDU Single Screen.



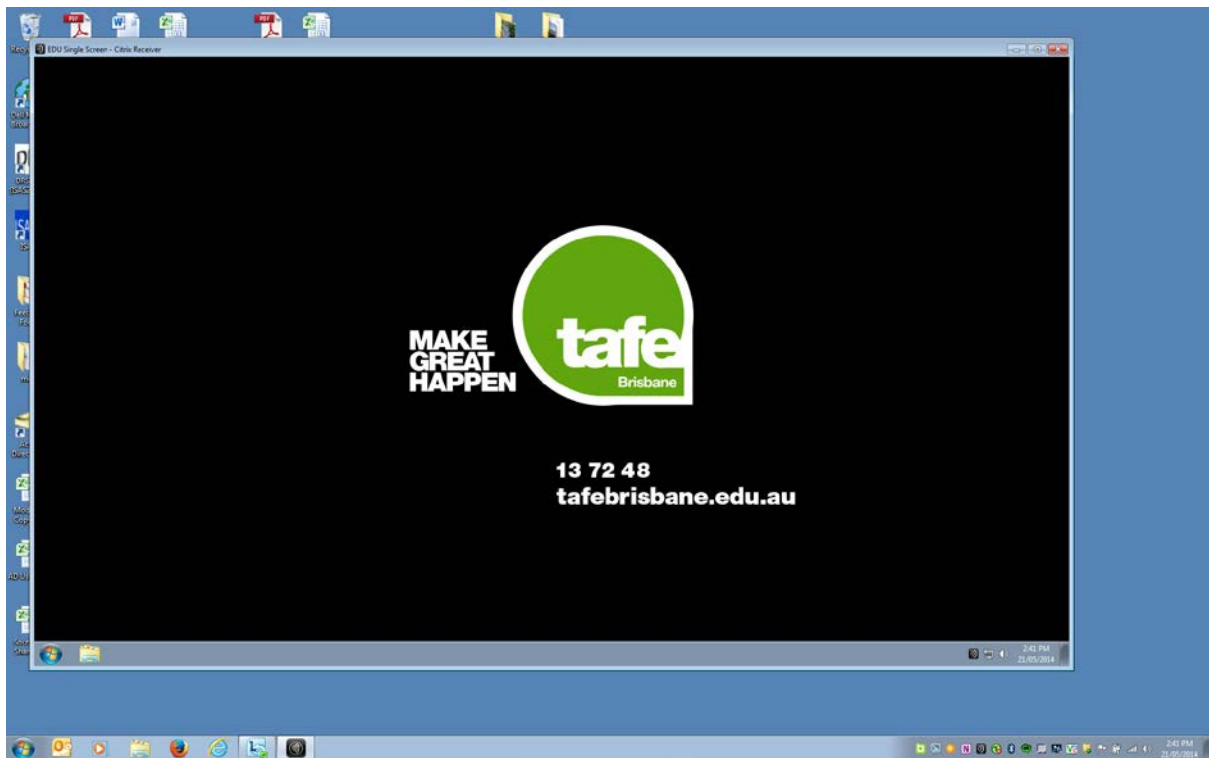
EDU Dual Screen

Dual Screen will take up your entire screen, and will spread across multiple screens. Pressing the key sequence **Shift+F2** will allow you to return to your home desktop screen. Dual Screens is useful if you wish to use Multiple Screens, and the functionality that it provides.



EDU Single Screen

The Single Screen option will load a windowed desktop screen, which can be maximised or minimised, providing easier access to your home desktop **Start** Menu and Task bar.



Both Desktops work similarly to Windows 7. **Applications are located in the Start Menu, under All Programs. Commonly used applications will appear on the Start Menu.**

