

Connecting to a remote workstation using WebEx Remote Access

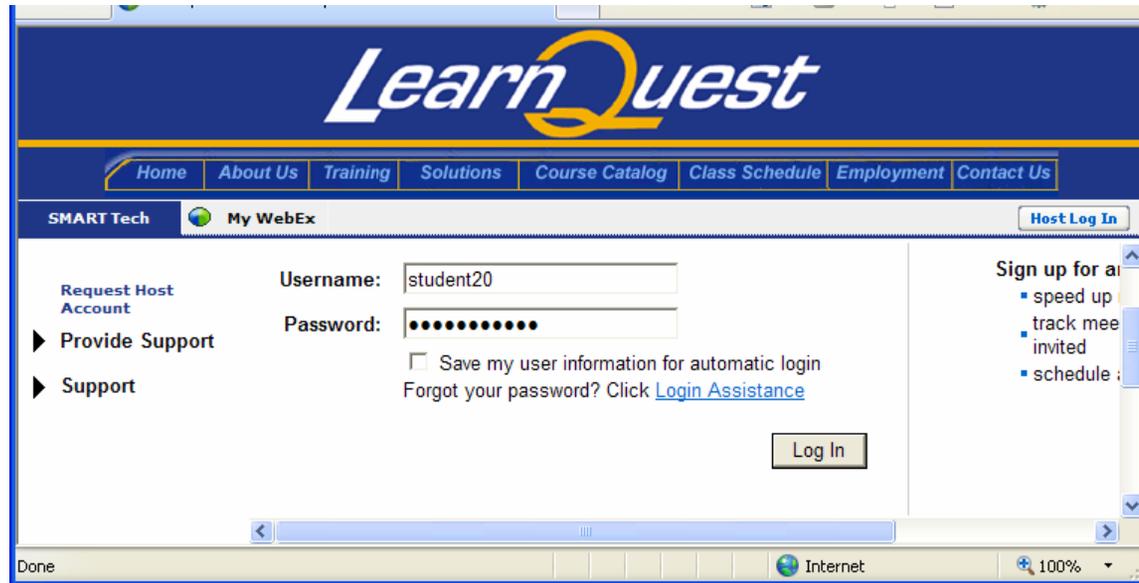
1 Open a web browser.

Go to <http://learnquestra.webex.com>

For the test, your username is **demo** and **password** is Labmachine1.

Enter username and password (the password is case sensitive)

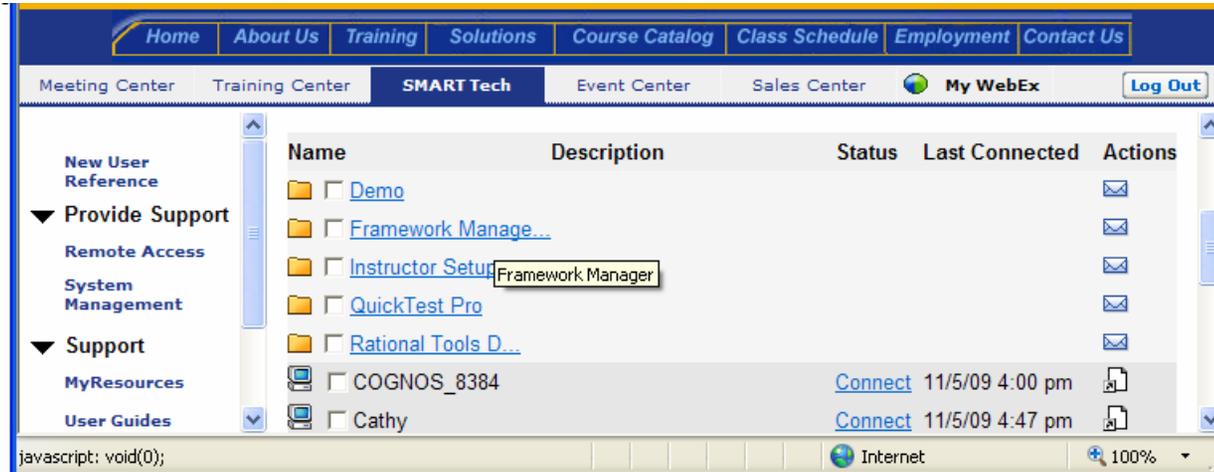
Click Log In.



2 When doing the pre-class test, your workstation is named Demo in the Demo folder.

Expand the correct folder.

Click Connect on the assigned workstation.



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3 You may be prompted to install webex ActiveX controls the first time you connect and also sometimes when connecting.

Click the yellow bar at the top of the page.

Click Install ActiveX Control.



4 Click Install

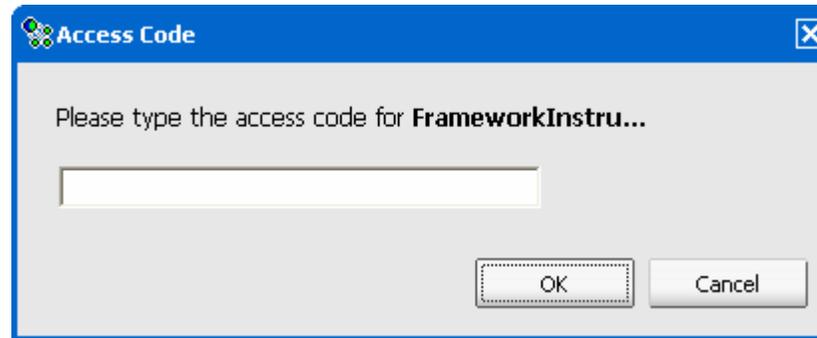


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5 Wait about 15-20 seconds until this window appears.

Enter **Labmachine1** for the access code.

Click OK and you will be connected to your workstation



6 If prompted for a log on username and password, ask the instructor for the proper credentials.

Enter the User name and password.

Click OK.



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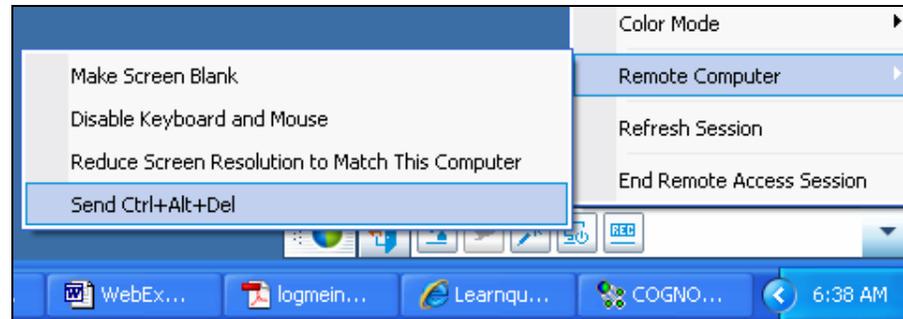
7 If this message is displayed, the computer has been locked.



8 Click the down arrow on the web-ex control bar.

Click Remote Computer.

Click Send Ctrl+Alt+Del



9 Ask the instructor for the proper credentials.

Enter the User name and password.

Click OK.



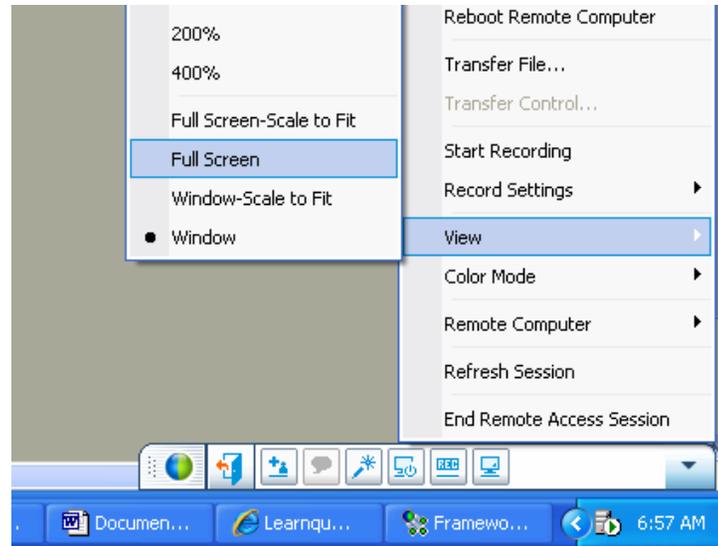
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10 To return to your desktop, reduce the size of your webex screen

- Click the down arrow on the webex control bar
- Click View.
- Click Window-Scale to fit

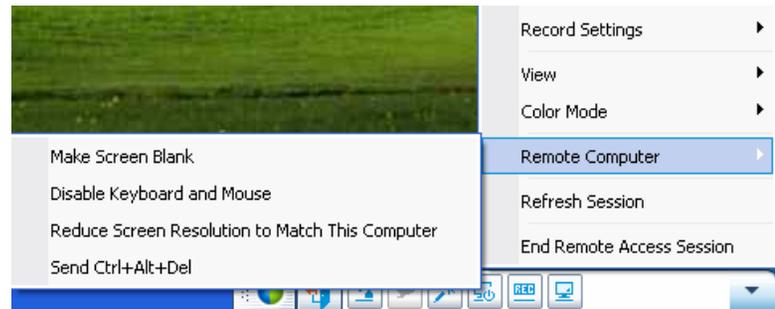
To maximize the remote workstation desktop.

- Click the down arrow on the webex control bar.
- Click View.
- Click Full Screen.



11 To improve the resolution of the remote workstation.

- Click the down arrow on the webex control bar.
 - Click Remote Computer
 - Click Reduce screen resolution.
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- Or, you can right click desktop, settings and change resolution in the normal manner.



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