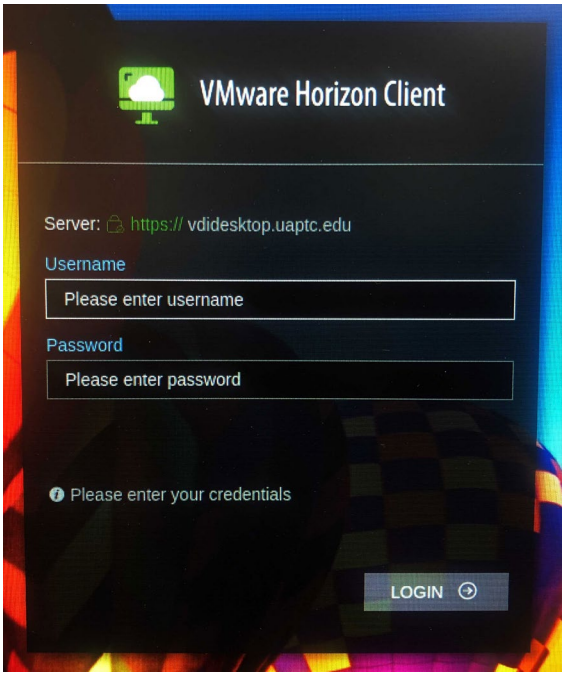
VDI INSTRUCTIONS

VDI ACCESS

1. At the prompt as pictured in diagram A, **enter your UA-PTC username and password**.

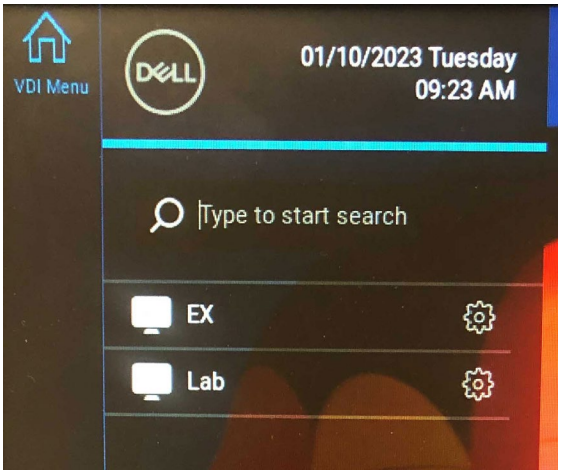
Example: If your e-mail is jdoe@uaptc.edu, **enter jdoe** or if it's jdoe1234@students.uaptc.edu, **enter jdoe1234** as your username. Password, the same as you enter for your UA-PTC e-mail.

After entering your credentials, **select the Login button**.



(A)

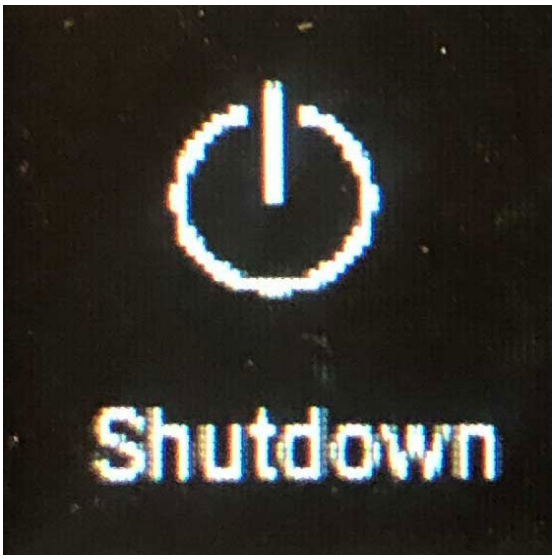
2. After logging in, the VDI menu will appear as pictured in diagram B or similar based on your level of access. **Select the platform of choice**.



(B)

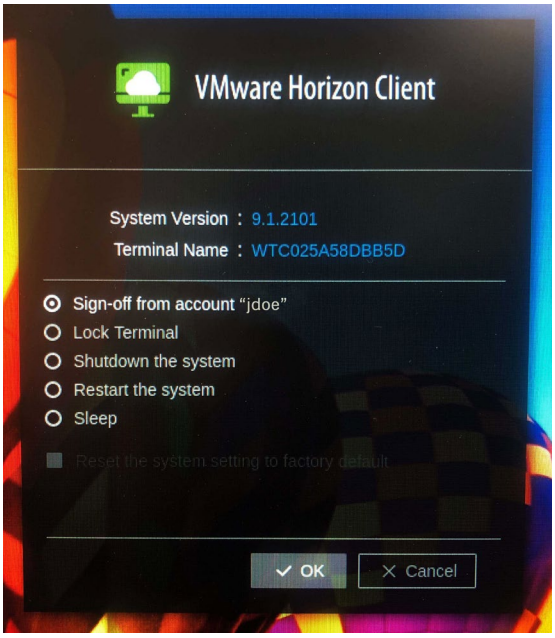
LOGGING OUT OF VDI

1. On your desktop, **slide your mouse to the left of the screen** for the VDI menu to appear. **Select the Shutdown button** at the bottom left as pictured in diagram C.



(C)

2. When prompted as pictured in diagram D, **select the first option: Sign-off from account "jdoe" and select the OK button**.



(D)

3. You have successfully logged out of VDI.