

Open your Internet Explorer 6 open www.bdplaw.net in address bar

Click [OWA](#) or [Connect to Outlook Web Access](#)

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The Burnet, Duckworth & Palmer Technology Center is a remote access website for Burnet, Duckworth & Palmer lawyers and staff. Clients and others are invited to visit our award winning web site at www.bdplaw.com.

citrix

The **Citrix Metaframe** gives lawyers and staff secure and easy access to documents and applications within the Burnet, Duckworth & Palmer network. Using the Citrix Metaframe allows lawyers and staff work from anywhere that has an internet connection and access to this website. The Citrix Metaframe is used in conjunction with RSA Keyfob technology.

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If you are experiencing problems connecting to the Citrix server your computer you may require a new version of Java. Go to <http://www.java.com/en/download/index.jsp> and click on the link "Free download" You will be walked through a series of steps to complete the download and installation of the latest java client required to access Citrix. After the install it may be necessary for you to restart your computer, or at the very least - restart your internet browser. Then please try accessing the citrix server again.

If you are still experiencing problems after this upgrade please try the link located at the bottom of this page to access an older version of Citrix.

Outlook Web Access is now available.

Use Outlook Web Access (OWA) to access e-mail, calendars, contacts, tasks and other mailbox contents remotely. Have your RSA key fob handy and click the link below to check out this new service. [Click here](#) for more information about using Outlook Web Access

[Connect to Outlook web access](#)

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Software Downloads

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[Java Client](#)
[Citrix ICA Client](#)

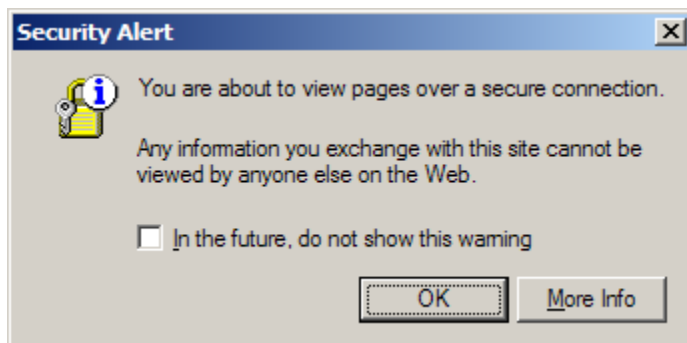
Remote Access Ove

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Click [Yes](#) on Security Alert



Click [Yes](#) again



Use your BDP User ID and passcode to logon

A "Log In" form with a blue header bar containing the text "Log In". Below the header is a line of text: "Log in to access this protected resource. If you don't remember your login information, click here." The form contains two input fields: "User ID:" with the text "userID" entered, and "Passcode:" with ten black dots. Below the passcode field is a note: "Your Passcode is your PIN + the number displayed on your token (the 1)". At the bottom of the form are two buttons: "Log In" and "Reset".

Enter your ID again with password. (You don't need enter a domain name)

Domain\user name:

Password:

Client ([hide explanation](#))

Premium

The premium client provides all Outlook Web Access features.

Basic

The basic client provides fewer features than the premium client but offers faster performance. Use the basic client if you're on a slow connection.

Security ([hide explanation](#))

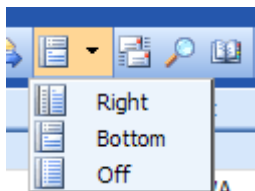
Public or shared computer

Select this option if you use Outlook Web Access on a public computer.

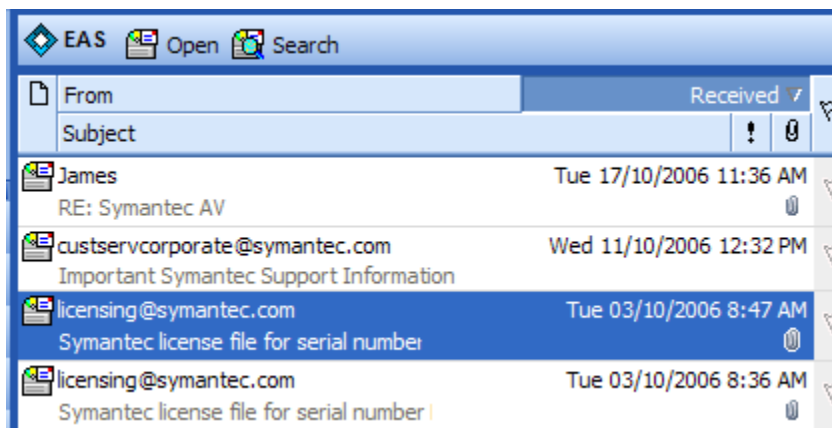
Private computer

Select this option if you are the only person who uses this computer. Your Exchange server will allow a longer period of inactivity before logging you off.

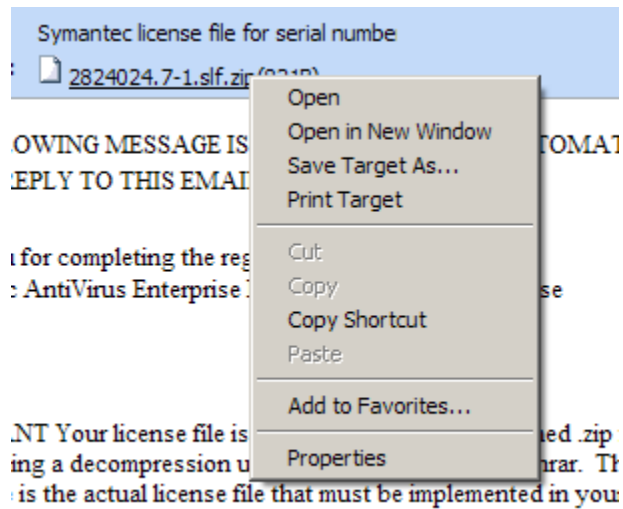
Change your screen lay out to [Off](#)



Double click an EAS message to open



Right click the attachment and [Save Target As....](#)



Log off when you done.

