

Remote Desktop for Windows XP using Blackberry RSA SecurID Log-On / Log Off Instructions

LOGGING INTO VT.BDPLAW.NET ON WINDOWS XP USING BLACKBERRY

1. Assuming that you have created your Desktop icon, proceed to Step (2). If not refer to the user guide "vt.bdplaw.net for Windows XP" in "Help & Support" on the Intranet or visit www.bdplaw.net
2. Double-Click on your Desktop icon "BDP vTS1"
3. Click on "Other User" button. The following will appear:

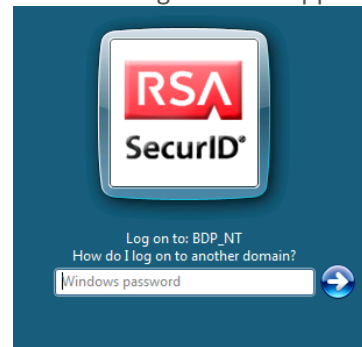


4. In the "User name" field enter your username (replace username with your username you use at BDP). In the "Passcode" field, leave it blank for now
5. Now go into your BlackBerry, open the RSA application and enter the **PIN (9+three-digit Lawyer Number or 4-digit employee number if you are a Support Staff)**. If you have a two-digit Lawyer Number (i.e. 070) enter **9070** on your device. Once you enter your PIN, the 8-digit Passcode will be displayed on your BlackBerry
6. Enter this 8-digit code in the "Passcode" field and press the "Arrow key" when done. Remember you do not enter your PIN in the "Passcode" field as it has been entered via your BlackBerry already. Now proceed to the next step

Note: If prompted to "enter next Passcode", wait until the code on the BlackBerry changes (up to 1 minute) and then enter the new 8 digits that are displayed. The system is just verifying that the token is in synch.

If an incorrect PIN is entered, the BlackBerry will display an INCORRECT token code which will cause login to fail.

- To correct the PIN, press the Menu button (to the left of the track pad/roller ball) and then choose "Re-enter PIN". If an incorrect PIN is entered too many times, the token will be disabled and an administrator will need to re-enable on the next business day. Once you have entered your "Passcode", proceed to the next step
7. Simply click **OK** on the "Windows Security" screen:
The following will then appear:



8. Type your "Windows Password" (same as office) and press **ENTER** or click **Arrow key** to complete log-on process

LOGGING OFF FROM VT.BDPLAW.NET ON WINDOWS XP

Do not click the "X" on the Remote Desktop banner. Instead do the following:

1. Click **Start**
2. Click **Log-off "username" only**

ENABLING A LOCKED REMOTE SESSION

If you log-on incorrectly more than 3 times, your Remote Session will be locked permanently and you will need to contact your administrator on the next business day to un-lock your account