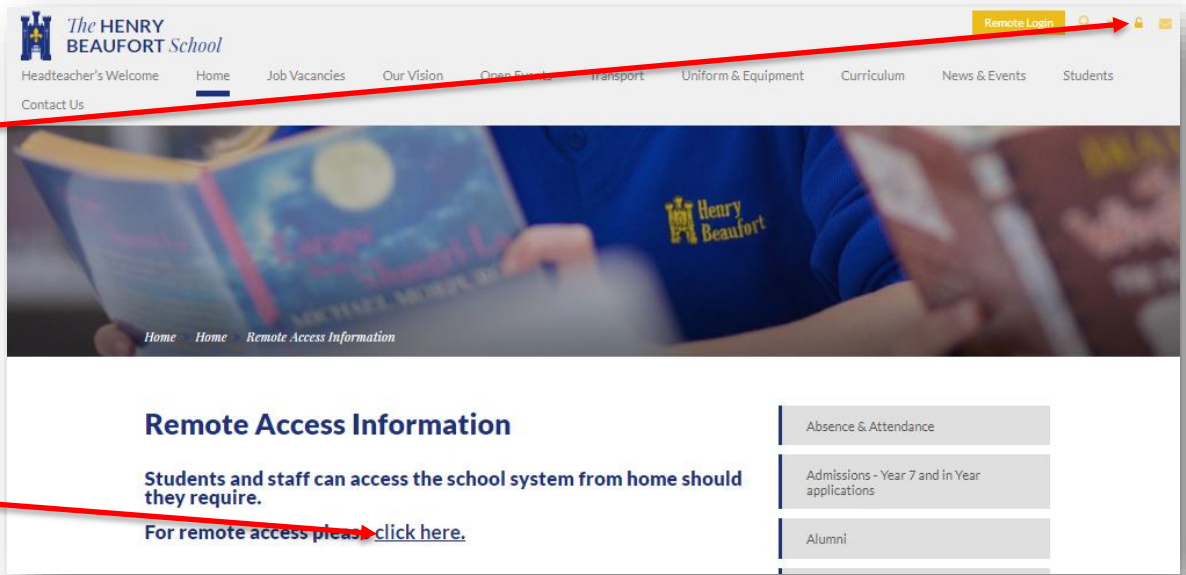




In any web browser navigate to the schools website: [www.beaufort.hants.sch.uk](http://www.beaufort.hants.sch.uk)

Click on the  
**Padlock**



Then Click on  
**'Click here'**

You will then see this login screen

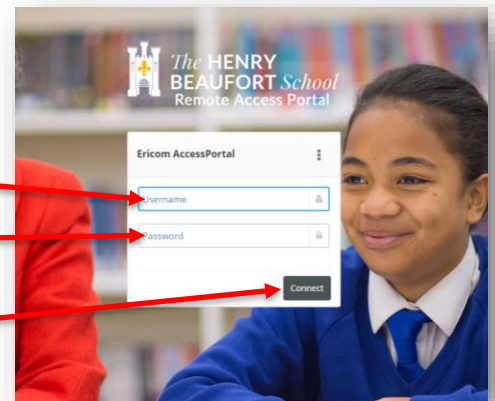
Type in your school

**Username**

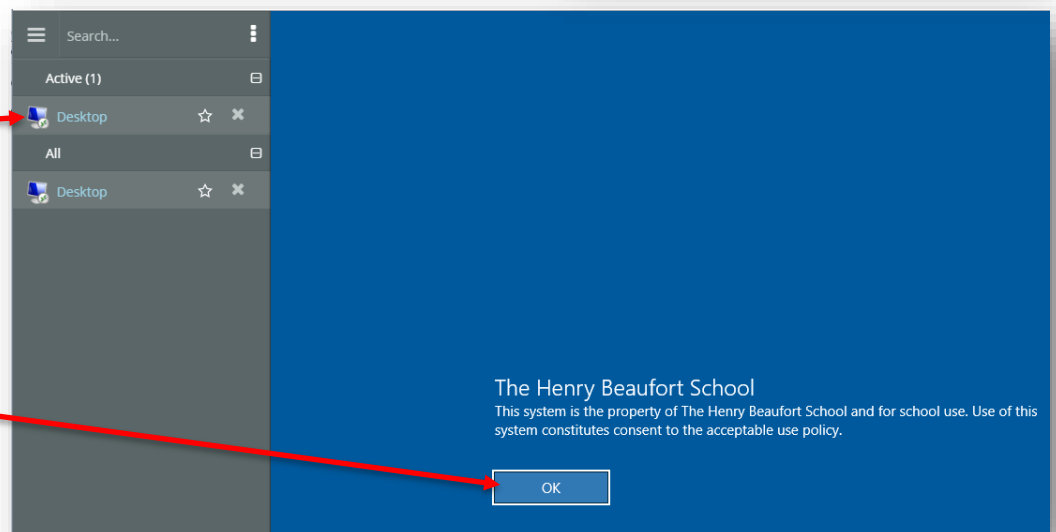
&

**Password**

Click **Connect**



Click on **'Desktop'**



Then **'OK'**

(Please note this menu will change as more applications become available, but for remote desktop this will remain the same)



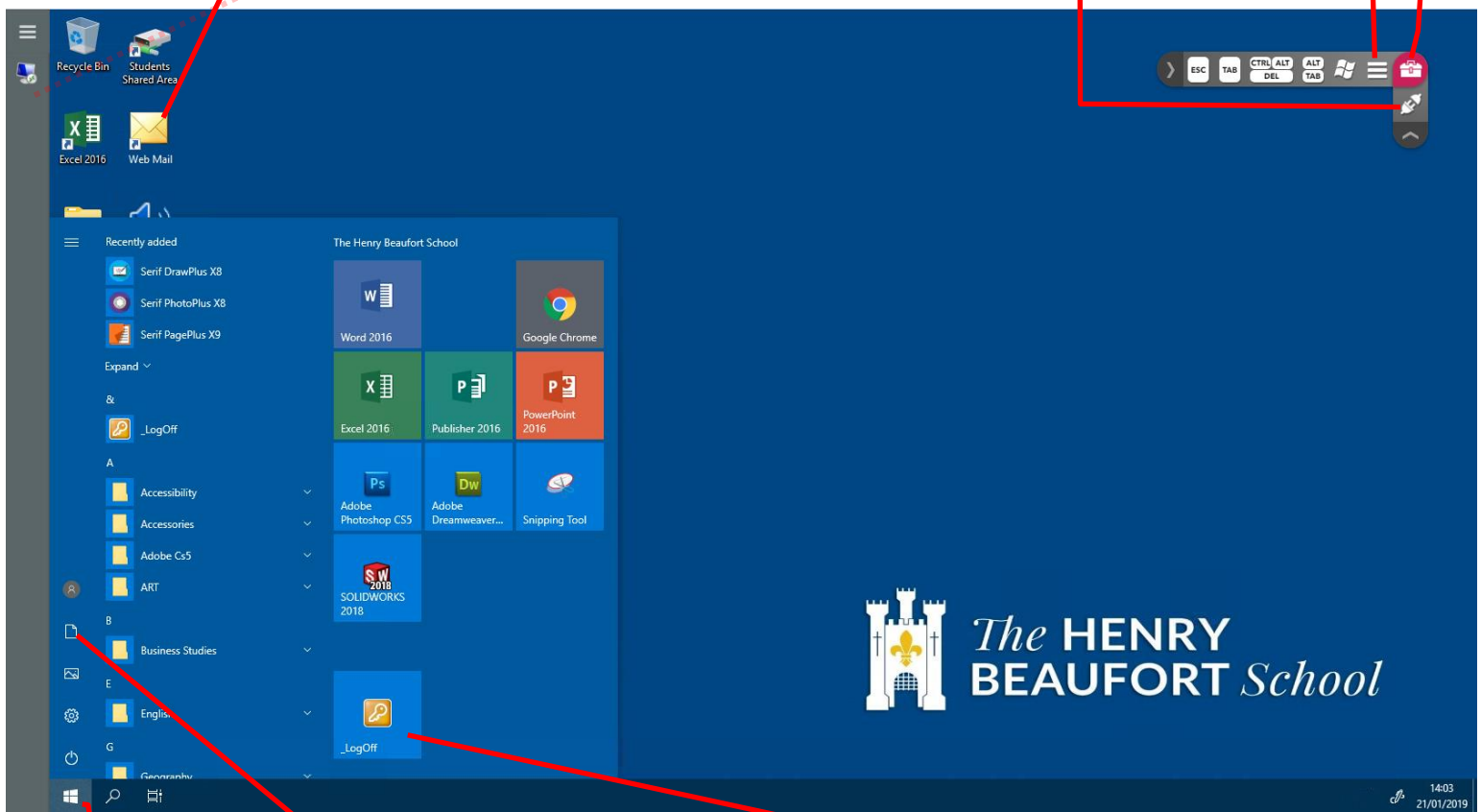
## Using remote desktop

Access to email

Click here to hide grey side bar

Remote access toolbox

Disconnect



Quick access to documents

Click for Start menu

LOG OFF