

Accessing Cloud Services with Mozilla FireFox.



Please note third-party browsers are **not supported by Microsoft**; however a guide has been created to show it can be used on other web platforms. Due **constraints set by Microsoft** we cannot provide full support to using this service on a third-party browsers. We **recommend Internet Explorer** and anyone **choosing** to use a third-party browser, does knowing that support is limited.



Accessing Cloud Services (FireFox).

Below is an instruction guide on how to access the **Cloud Services** page.

1. Navigate to **Mozilla Firefox**.

Windows Vista/7 - Click Start | All Programs | Mozilla Firefox.

Windows 8 (Start Screen) – Click tile Mozilla Firefox.



2. In the **address bar** enter the website address below and press enter.

URL: <https://remote.reigategrammar.org/RDWeb>

3. The webpage will now load, from here you will be able to login using your network credentials (*user name and password you use to login the School network*).

4. Enter login details and click **Sign In**.

5. You will now see the **main dashboard** screen where various apps have been made available for access.

6. To logout simply click **Sign out**.



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Opening Remote Apps.

Below is an instruction guide on how to access open and use Remote Apps.

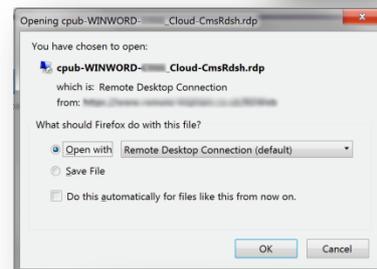
1. Once logged in you will see the **main dashboard** screen where various apps have been made available for access.



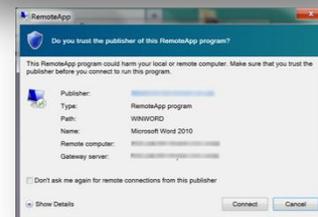
2. To open a **Remote App** simply click on the app of choice.



3. A window will load requesting the application to load using **Remote Desktop Connection**, please click **OK** to proceed.



4. A **RemoteApp** security certificate window will now open; this is to confirm to confirm the remote computer identity. To continue please click **Connect**.



5. You will now see that the application you selected has loaded on screen for you to use.

6. You will now be presented with a user name and password login box. Please enter your School user name and password with the following prefix before your username. e.g. **RGS\username**



7. You are now able to work in the application as if it was installed on your personal device with access to save files on the School network drives.

8. Once you have finished using the application all you have to do is close it like you normally would by clicking the **X** on the top right hand side.

9. Once finished using the system please click **Sign out**.

