SolT Tower Lavel 6 Labs Sign-in Procedure for Returning Users

Sign-in procedure for returning users to remotely change SoIT domain password.

Instructions:

1. Run OpenVPN and sign in as normal.

Publisher:

Type:

Show Details

2. Download and save the **SoIT LABS.rdp** on your desktop. Double click to run and connect to any computer in SoIT Labs.

퉣 Remote Desk	top Connection	_		Х
Re Co	mote Desktop onnection			
Computer:	108-01.soit.local ne specified	~		
No credentials will	be sent to this remote comp	uter.		
Show Option	\$	Connect	Help	
둸 Remote Desktop Co	nnection			>
The publisher of anyway?	of this remote connection can't	t be identified. Do yo	u want to co	onnect

This remote connection could harm your local or remote computer. Do not connect unless you know where this connection came from or have used it before.

Connect Cancel

Unknown publisher Remote Desktop Connection

Remote computer: T608-01.soit.local

Don't ask me again for connections to this computer

Nemote Desktop Connection
The identity of the remote computer cannot be verified. Do you want to connect anyway?
The remote computer could not be authenticated due to problems with its security certificate. It may be unsafe to proceed.
Name in the certificate from the remote computer: T608-01.soit.local
Certificate errors The following errors were encountered while validating the remote computer's certificate: The certificate is not from a trusted certifying authority.
Do you want to connect despite these certificate errors? Don't ask me again for connections to this computer View certificate Yes No

Notice to SoIT Domain Users:

Save your personal files to Google Drive using your Google Classroom email account and/or OneDrive using your WelTec email account. Save your Virtual Machines (VMs) files to Z:\Local under your name. Use your WelTec email account to log in to Office365 and Adobe Creative Cloud. School of IT helpdesk address is help@it.weltec.ac.nz And please be advised that this computer is being monitored.





3. Sign in with your work account is the default option which is logging in with your Google Classroom account.



4. To change password, you have to log in to SolT domain. Click Sign-in options. Select the Key icon to use your SolT domain credential.



5. Enter your existing SoIT domain username and password.



 You will be prompted to change password. New password must be 8 characters long with upper-case and lower-case letters and numbers. You can't use your name and the old password.

Other user		
The user's password must be changed before signing in.		
OK Cancel		
Other user		
john.doe@soit.local		
•••••		
•••••		
•••••••		
Sign in to: soit.local		
How do I sign in to another domain?		
Sign-in options		
Cancel		

7. On successful logon, the new password will be the same password for Google Classroom account. Username for Google Classroom will be the same username with @it.weltec.ac.nz at the end. For example, username in SoIT domain is john.doe, the username for Google Classroom is john.doe@it.weltec.ac.nz.



8. Note that the next time you log in, you can use either your SoIT account or the Google Classroom account. Below is the example of using Google Classroom account, just click the Sign in with your work account or choose the Google icon.

Go Sig Use your w	ogle In in vork account
john.doe	@it.weltec.ac.nz
L Forgot email?	
	Next
Go	ogle
	•
Weld	come
Weld	come ®it.weltec.ac.nz
Enter your password	COME ®it.weltec.ac.nz
Enter your password Show password	eit.weltec.ac.nz

- 9. Note that a single password for SoIT domain and Google Classroom.
- 10. Note that the password that you have used to sign-in to OpenVPN is your Google Classroom password too. Log off from

remote desktop and log off from OpenVPN. Sign-in back to OpenVPN and use the new password that you have just set.

Tech Support

Pls contact JEFF Phone: 04 8300781 Email: j<u>eff.echano@it.weltec.ac.nz</u>