Access to Datatel From Off Campus

Access to Datatel Using VPN connection from University Computer

- You must have UI installed on the computer
- Verify you have established a VPN connection
- Once your VPN connection is established, launch UI by selecting the Datatel Icon on your desktop
- Login with your Domain username and password.

Access to Datatel from a personal Computer

- If UI is not installed on your PC at home you must establish a VPN connection.
- Once you are connected, you must use Remote Desktop to connect to your PC in the office.
- Follow the Remote Desktop Instructions below.
- You must know the MU number of your PC in the office and the office PC must be turned on.

Remote Desktop Connection

If you are running Windows XP at home, click Start, Run, type mstsc and press the Enter key. This can also be found at Start, All Programs, Accessories, Communications, Remote Desktop Connection. Type in the machine name of your desktop computer at work and press the Enter key. For any other version of Windows, you can download a copy of the Remote Desktop Client at the following web page: http://www.microsoft.com/windowsxp/downloads/tools/rdclientdl.mspx.
If you want to bring your local drives or printers with you when you connect, click options, click the local resources tab, click the desired devices under the “Connect automatically to these local devices when logged on to the remote computer”. This enables you to access both the local and remote computer drives. When you print something within the remote desktop, it would by default, print on your local printer.

- Once you are connected and you see your Desktop, double click the Datatel icon
- Login with your Domain username and password.
Connect to Datatel via MU wireless

- Datatel must be installed on your University PC and you must be on Campus.
- You must first login to MU wireless and be authenticated.
- You can verify your status clicking the link below.
- [https://bluesocket-01.wireless.monmouth.edu/login.pl](https://bluesocket-01.wireless.monmouth.edu/login.pl)

- Login with your Domain username and password.
- After you login, launch UI by clicking on the Datatel icon on your desktop.
- Login to UI with your Domain username and password.