

FOR DATA PROTECTION AND SECURITY PURPOSES, PLEASE ENSURE THAT YOU DO NOT LEAVE SIMS.NET UNATTENDED WHEN OPEN, AND ' LOG OFF' THE REMOTE CONNECTION WHEN YOU HAVE FINISHED.

The Remote Access facility is primarily for use via a web link, but it is also possible to access the remote services from tablet/mobile devices using the "Microsoft Remote Desktop" app. The mobile service is available for iOS, Android and Windows tablets, and is downloadable from the Play/App Store.

By Using the Remote Access functionality, you can access:

- SIMS.net
- Full Microsoft Office Suite
- All Network Drives live as if you were working on a school PC.

Logging onto Remote Access using a PC

To use the service, you will first need to browse to the website below:

<https://remote.gilesacademy.co.uk>

Alternatively, you can visit <https://www.gilesacademy.co.uk/> and select the "Remote Access" icon located at the top of the page.



ACADEMY LIFE ▾

ACADEMIC ▾

KEY INFORMATION ▾

SIXTH FORM ▾

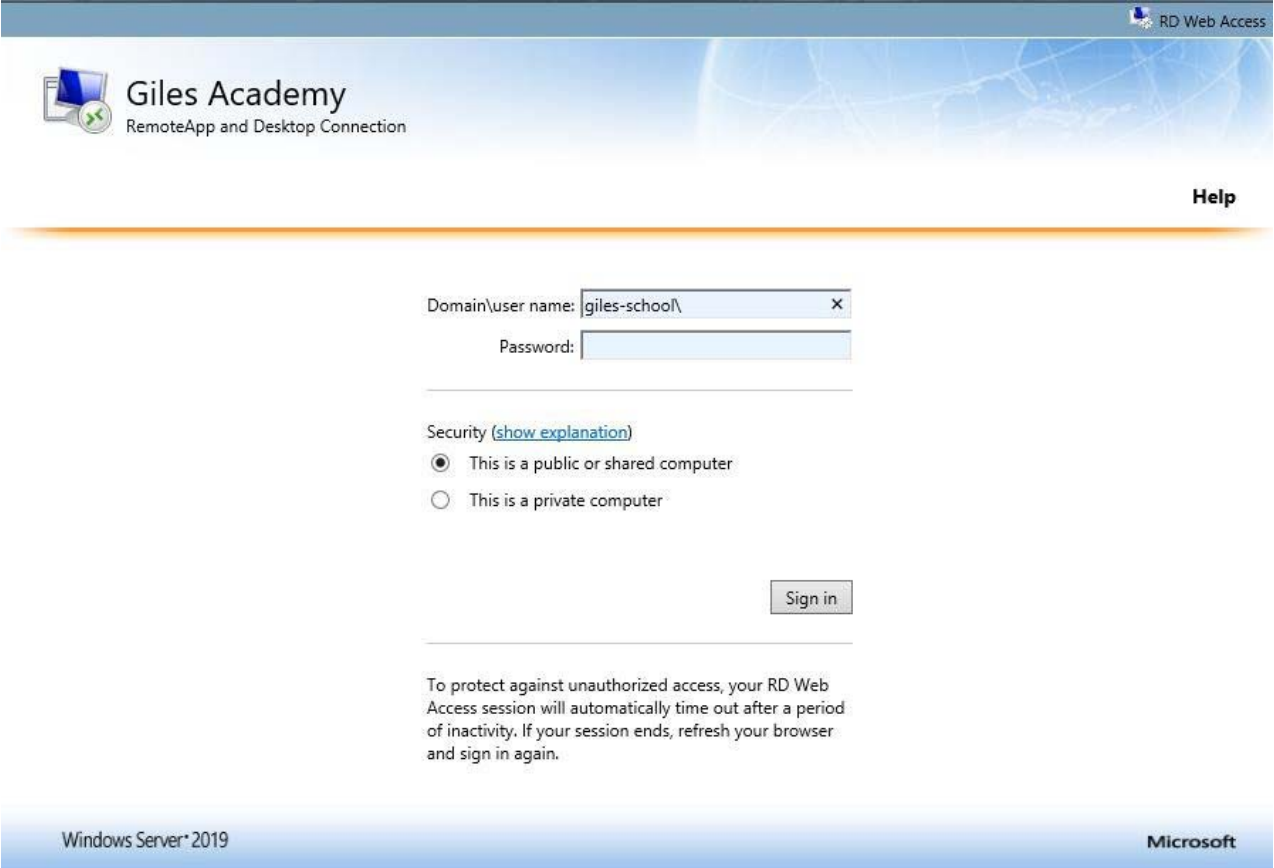


When you have browsed to the remote access website you will be prompted with the below page. You will have to login using your network credentials, entered in the following format:

It is important that you enter GILES-SCHOOL\ before your username, or you will not be logged in properly and be able to access the apps.

Username: giles-school\bloggs j

Password: *networkpassword*



RD Web Access

Giles Academy
RemoteApp and Desktop Connection

Help

Domain\user name: giles-school\

Password:

Security ([show explanation](#))

This is a public or shared computer

This is a private computer

Sign in

To protect against unauthorized access, your RD Web Access session will automatically time out after a period of inactivity. If your session ends, refresh your browser and sign in again.

Windows Server 2019

Microsoft

Once you have successfully logged in, you will be presented with the screen below:



RD Web Access

Giles Academy
RemoteApp and Desktop Connection

RemoteApp and Desktops

Help | Sign out

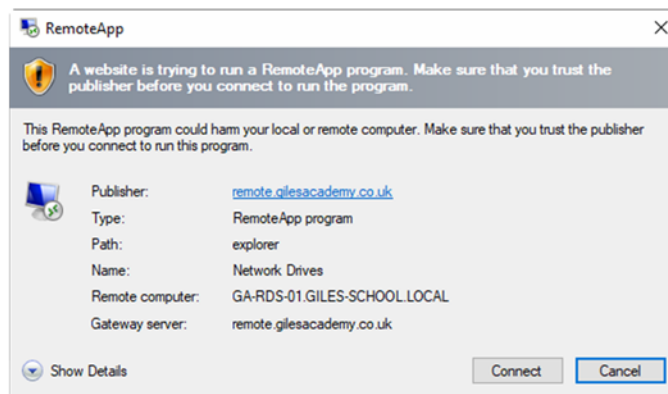
Current folder: /

Access 2016 Discover Discover Administration Utility Excel 2016 Network Drives PowerPoint 2016 Publisher 2016 SIMS.net Word 2016

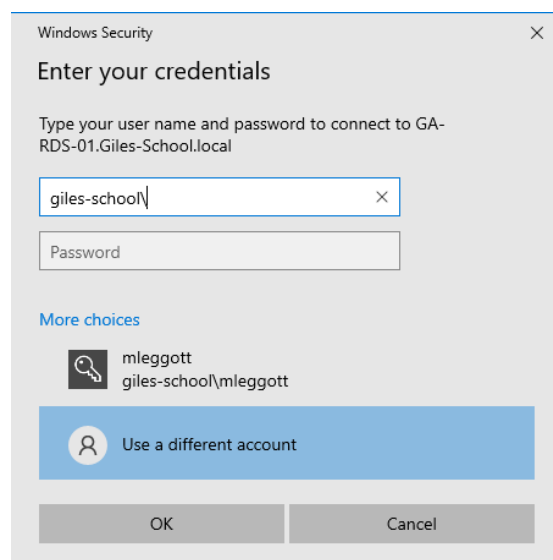
From this screen you are able to access SIMS, Microsoft Office Applications, as well as all network drives as if you were logged on in school.

The First time you access an 'App' may receive additional login prompts;

Click Connect on the window as show below:



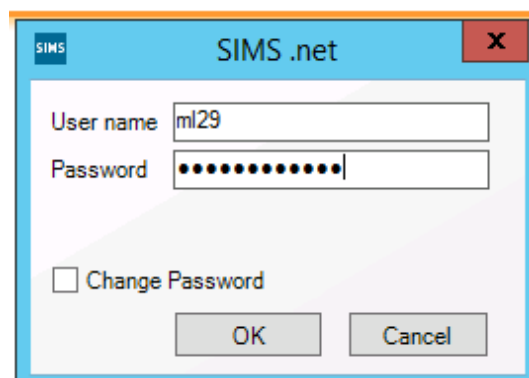
If you receive any Login boxes, enter your credentials again as shown below, remembering to enter **Giles-school** before your username



On the next window, click YES, to accept the certificate

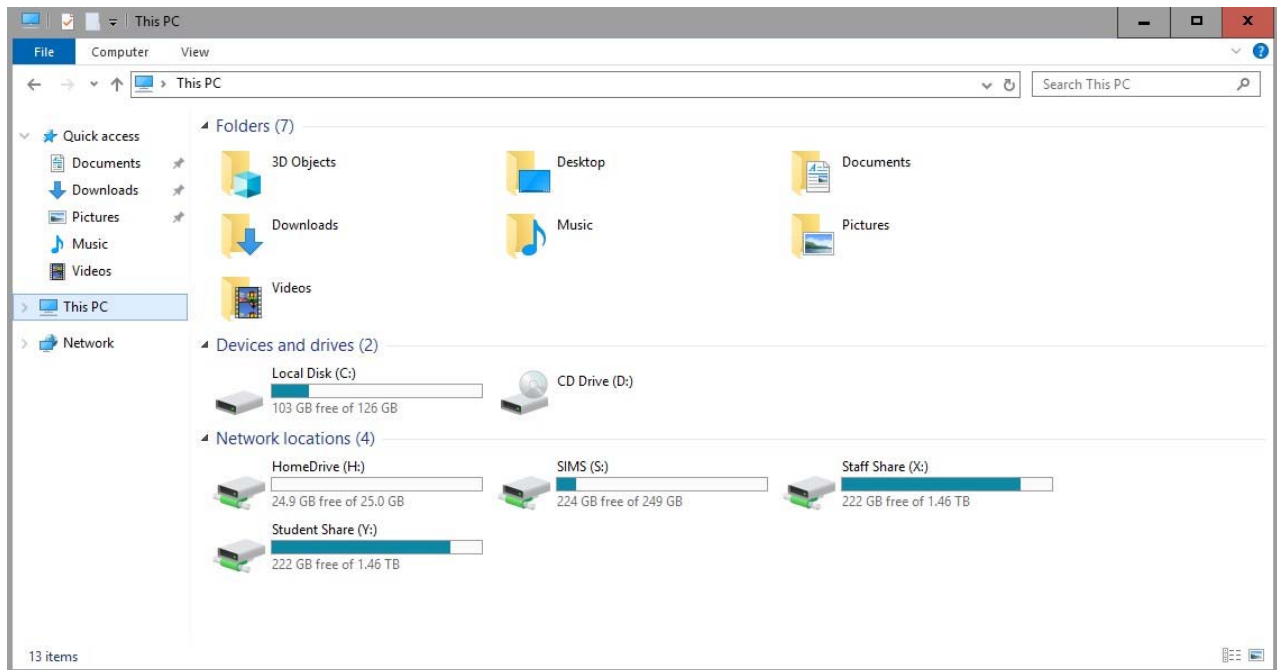
After a short moment the application you have chosen will then load.

For SIMS.net you will receive the window below to login with your SIMS username and password.



If you choose 'Network Drives' after a short delay an explorer window will open the same as you would see in school:

By opening any office documents on the network drives, this will use the remotely installed version of office, so does not require you to have office installed on your computer.



If you have any questions regarding the service, please contact the IT Department via email, ITSupport@gilesacademy.co.uk