Using the Terminal Server

What is the Terminal Server:

The Terminal Server allows a student, faculty or staff member to change their Network (NT/PC) password from off-campus. This is especially useful when you e-mail password expires. It also allows you access into Owens Library’s search engines such as InfoTrac and EBSCOhost.

How to access the Terminal Server:

The Terminal Server is accessed from off-campus by going to the Northwest Homepage at:

http://www.nwmissouri.edu

Next, click on Computing, which is located at the top of the Northwest Homepage in the blue navigator toolbar.

From there, click on Off-Campus Access, and then at the bottom left, click on Connect to the Terminal Server. The Windows Remote Desktop Web Connection should display.

An alternate way of connecting to the terminal if you have Windows XP Professional is to do the following:

1. Click Start.
2. Select All Programs.
3. Select Accessories.
4. Select Communications.
5. Click on Remote Desktop Connection.
6. Type 198.209.246.36 in the Computer textbox.
7. Click the Connect button.

If this is the first time the local computer has accessed the Terminal Server a warning will popup, and it is necessary to click Yes. The security warning only loads if this has accessed the Library Terminal Server.

When the previous page is again pre-dominant, type your username in the textbox beside User name:, and then click the Connect button.

Click OK to accept NWMSU policies.

When this page comes up, your username will be displayed. Type in your password in the Password textbox. Click OK. Terminal Service will continue to load with the following screens. If your password has expired, you will be prompted for a new one here.

If you want to change your password before it expires, click on Start, click on Settings, and then click on Windows Security.

If you have a firewall or pop-up blocking software you will need to briefly disable these before connecting to the Terminal Server. See the terminal server troubleshooting documentation on the On-line Support web page for assistance:

http://www.nwmissouri.edu/compserv/clientcomputing/ClientComputingSupport.htm

To view a visual demonstration of how to connect to the Terminal Server, please see the following video demonstration:

http://cite.nwmissouri.edu/ic/nt/remotelogin.htm

Need Help?

If you need help getting into the Terminal Server, please view the How to Troubleshoot the Terminal Server document on the Off-Campus Access web page at:

http://www.nwmissouri.edu/compserv/off_campus_access.htm