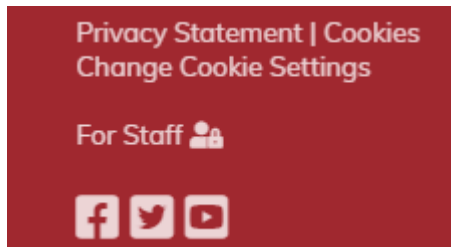


Using Remote Access (logging in and logging out instructions)

- 1) Go to <https://www.brittons.havering.sch.uk/> in our web browser
- 2) At the bottom on the website, click on "For Staff"



- 3) Click on Remote Access Icon



Remote Access

- 4) When the page as loaded, type in your Network user name and password then click "Sign in" (these are the details you use to log on to your office, teaching or admin computer etc.)

A screenshot of a "Sign in" form on a dark background. The form has two input fields: "User name" and "Password". Below the "User name" field is a "Privacy policy" link. At the bottom right of the form is a blue "Sign in" button.

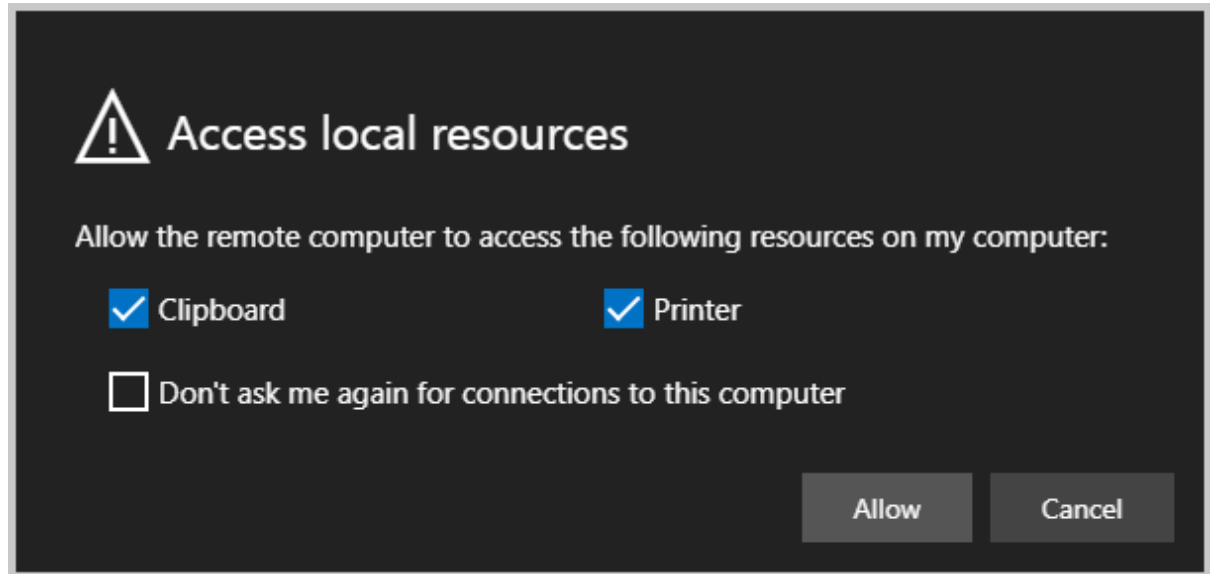
5) Click on "Brittons Remote..."

Work Resources

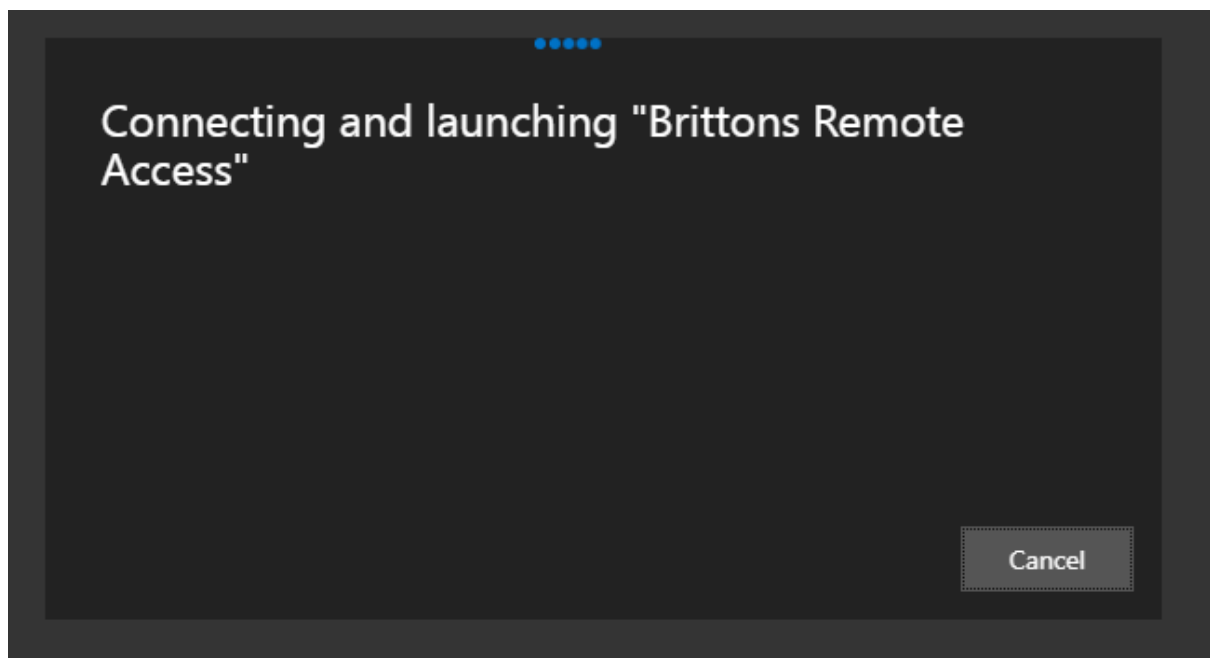


Brittons
Remote...

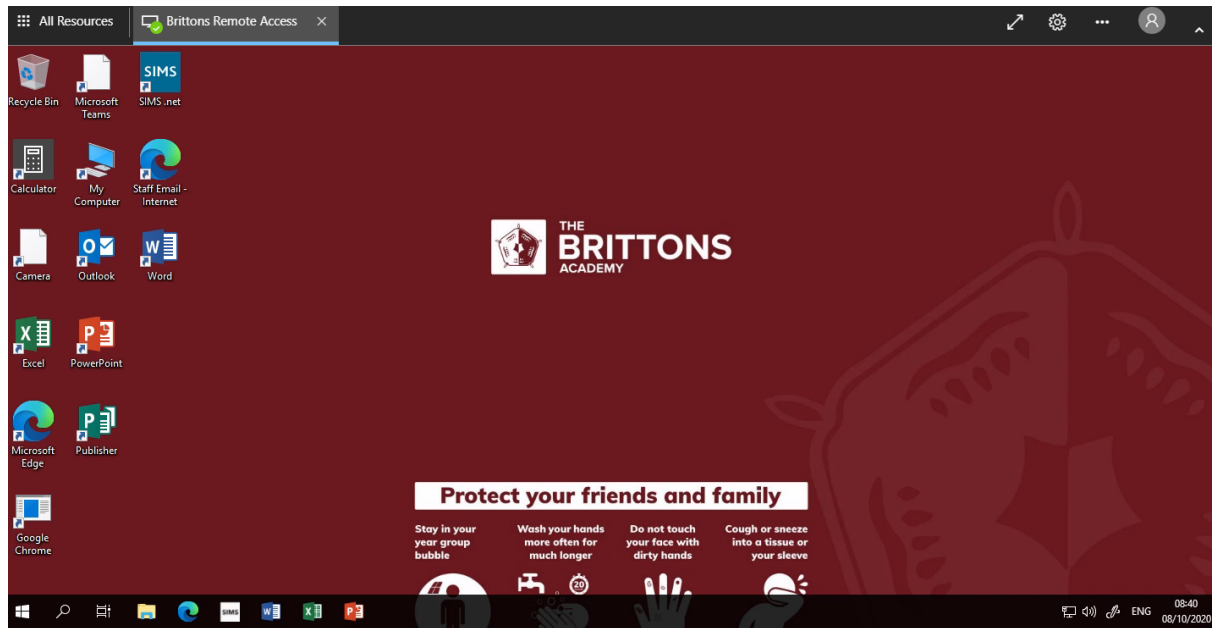
6) Either click on "Allow" OR click the blank box so a tick appears, then click "Allow"



7) Please wait for it to load

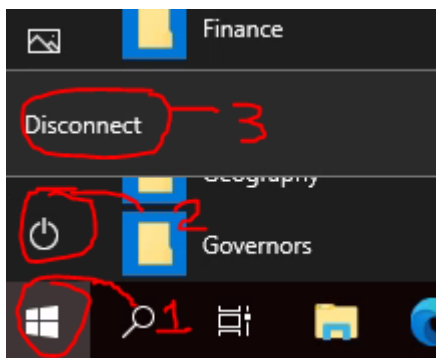


8) Once that is completed, it should look the same as if you were logged in at school



9) Logging out takes two steps:

- a.
 1. Click on the start button located at the bottom left of the window
 2. Click on the power icon
 3. Click on "Disconnect"



- b.
 1. Click on the person icon located at the top right of the window
 2. Click on "Sign Out"

