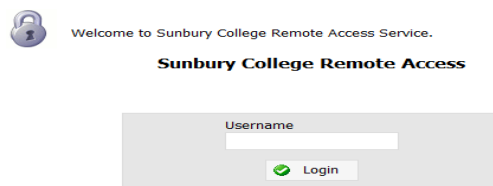


# Sunbury College Remote Access

## STEPS

- Point your browser to the College website at <http://www.sunburysc.vic.edu.au>
- Once the site is loaded, choose the **'Students'** link on the left side of the page.
- Click on the **'Remote Access'** link to access your homefolder or the student timetable.
- You may be greeted by a security certificate alert. Click **'Yes'** to continue.
- The login window will appear. Enter your network login details and click **'Login'**.



- You will now be greeted with the page shown below. From here you can choose which option you wish to use.

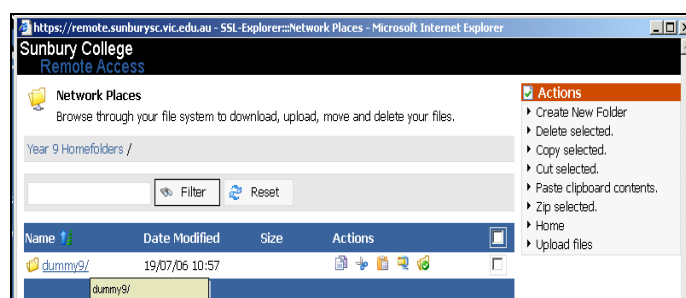


## First Class (Timetable)

- To view your timetable click on the First Class (Timetable) link and the timetable application will launch.
- You may be greeted by a security warning. If the “Warning – Security” window pops up, tick the box ‘Always trust content from this publisher’ and click **'Yes'**
- Once the program is loaded, it will operate as if you were logged on at school.

## Homefolder

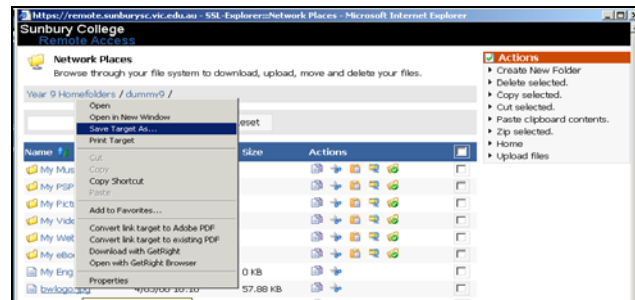
- A folder showing your year level should be displayed. To remotely access your homefolder, click on this folder.
- A new window will pop up similar to below.



- Open your homefolder by clicking on the folder displaying your username. Your homefolder contents will be displayed. You can now use your homefolder in a number of ways.

## Download a file

- To download a file from your homefolder, right click on the file and click ‘**Save Target As**’. (*Firefox users click ‘Save link as’*)



## Upload a file

- To upload a file to your home folder, click on the ‘**Upload files**’ on the right hand side.
- Select the file you want to upload by clicking on the ‘**Browse**’ button. Navigate around your computer and select the file you wish to upload.

Upload type:	DAV
Destination path:	cifs/Year 9 Homefolders/dummy9
Local file name:	<input type="text"/> <input type="button" value="Browse..."/>
<input type="button" value="Upload"/> <input type="button" value="Done"/>	

- Click the ‘**Upload**’ button to start uploading the file to your homefolder.

## ACCESSING THE INTRANET

- Point your browser to the College website at <http://www.sunburysc.vic.edu.au>
- Once the site is loaded, choose the ‘**Students**’ link on the left side of the page.
- Click on the ‘**Intranet**’ link to access the Intranet.
- You will greeted by a login window. In the user name box, type your College network user name (eg. ABC0001). Enter your College network password. See the example below to assist you.

- Providing your information is correct, the Intranet will then open and be ready to use. This may take some time depending on the speed of your Internet connection. You can now use the Intranet in the same way you would if you were logged on at school.

**Similar to when you use the intranet or homefolders at school, you will only have access to student areas of the intranet. Unauthorized access to other areas is a breach of your user agreement.**