## Setting up Remote Access from ACUA.com Website



Unauthorized Access is Prohibited

Violators will be prosecuted. By logging into the ACUA computer network, the user acknowledges that all electronic communications are subject to review by the Authority at any time, that the user has no right of privacy in these communications, and that improper use of electronic communication facilities may be cause for disciplinary action.

## **Prerequisites for Remote Access**

- 1) Remote access requires a good Internet connection.
- 2) Your Device should be up to date with the latest operating system update and any available security patches.
- 3) Avoid using free or open wi-fi when connected to ACUA Resources. Your Information could be captured for malicious purposes.

## Setting up Remote Access from Windows devices

- 1) Open an internet web browser and go to www.acua.com
- 2) Scroll to the very bottom of the page and click on the Employee Access link



3) Enter your ACUA **Email address** as your username, type your **password** and click **save**.

ACUA Resources		RD Web Access
RemoteApp and Desktop Connection		Help
	Domain\user name: YourLogin@acua.com Password: Security Warning: Unauthorized Access is Prohibited. Violators will be prosecuted. By logging into the ACUA computer returned the user advenuel offer the tail discharging	
	Increase, the user actionneages that an effection communications are subject to review by the Authority at any time, that the user has no right of privacy in these communications, and that improper use of electronic communication facilities may be cause for disciplinary action.	
	Atlantic County Utilities Authority	
Windows Server 2016		Microsoft

4) Simply select an app to begin a new session. The app may show up as a download in the bottom left corner of your browser. Click the .RDP file. You may be prompted to trust the publisher and enter your credentials once more, before the app loads.

	💀 RD Web Access
ACUA Resources RemoteApp and Desktop Connection	
RemoteApp and Desktops   Connect to a remote PC	Help Sign out
Current folder: / Infor CRM Infor EAM InsideACUA MCSJ TimeTrak 2018	
Windows Server 2016	Microsoft

5) If it doesn't open automatically, click the on download at the bottom of the page. Click **Connect** 

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<b>(</b>	)o you trust the publ	isher of this RemoteApp program?		
This Rem before yo	noteApp program could h u connect to run this pro	arm your local or remote computer. Make sure that you trust the publisher ogram.	r	
	Publisher:	rds.acua.com		
<u> </u>	Туре:	RemoteApp program		
	Path:	iexplore (2) http://acua-inforv/web/base/logindisp		
	Name:	Infor EAM		
Remote computer: ACUA-RDSFEV.CITRIX.ACUA.COM				
	Gateway server:	rds.acua.com		
Shov	w Details	Connect Cancel		
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6) After configuring your app should open.

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Starting your app			
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Configuring remote session			
Show Details		<u>C</u> anc	el