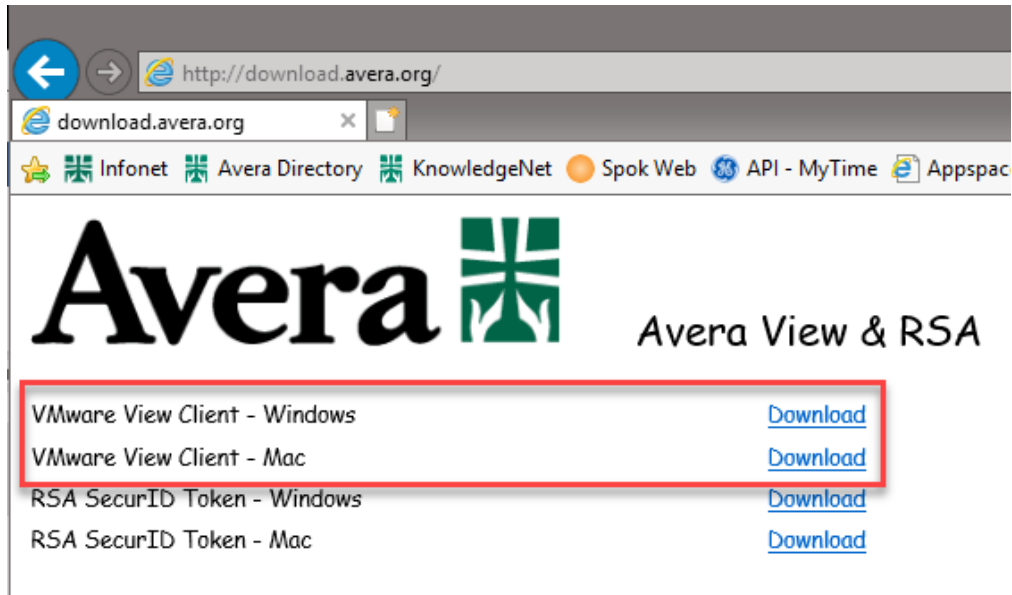


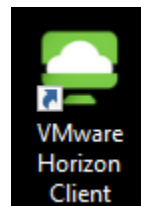
Connecting with VMware

Launching VMware

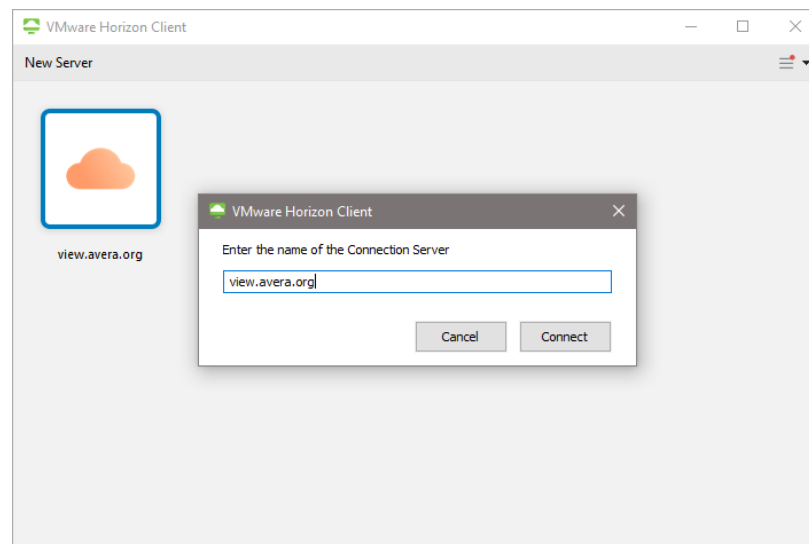
1. If the VMware needs to be installed on your personal computer visit <http://download.avera.org/> to download the software. Following installation base based on your device.



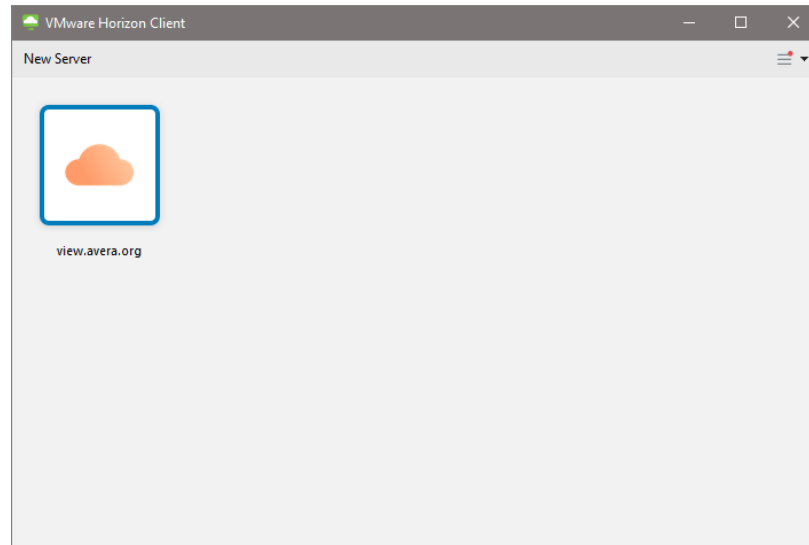
2. Once installed open VMware from the Desktop Icon.



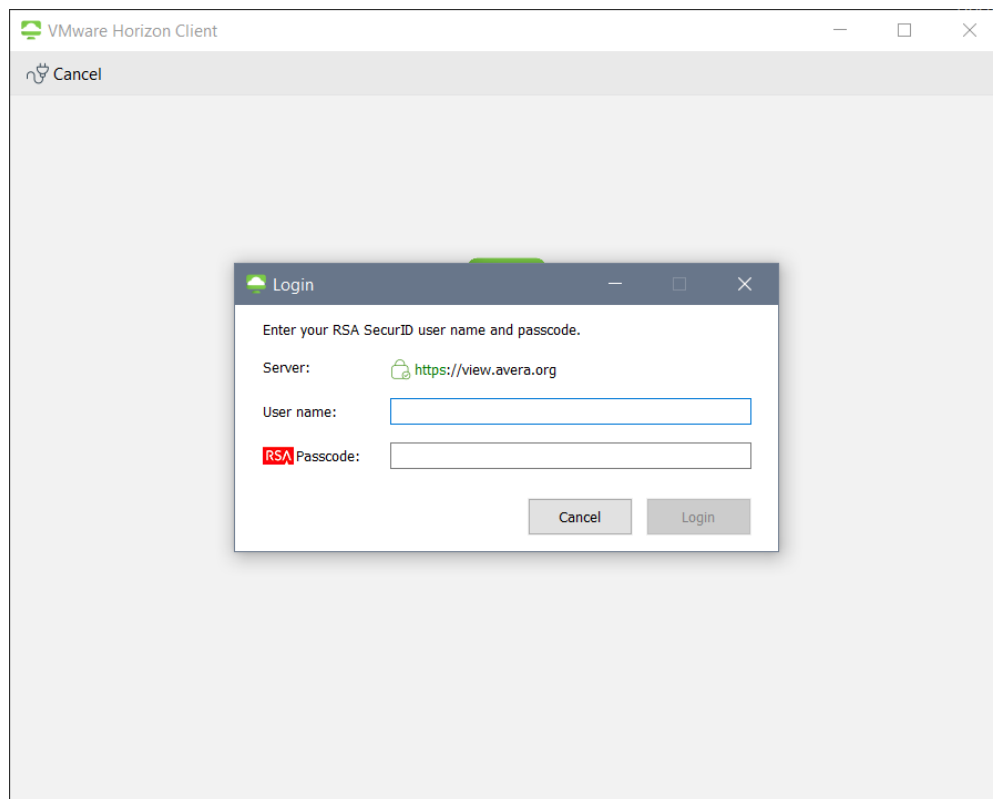
3. After launching VMware for the first time there may not be a sever to select. Click the "New Server" option at the top of the screen. On the next window enter **view.avera.org** and Click Connect. This will add the Avera view server to your server selection.



- Double click on the Avera server



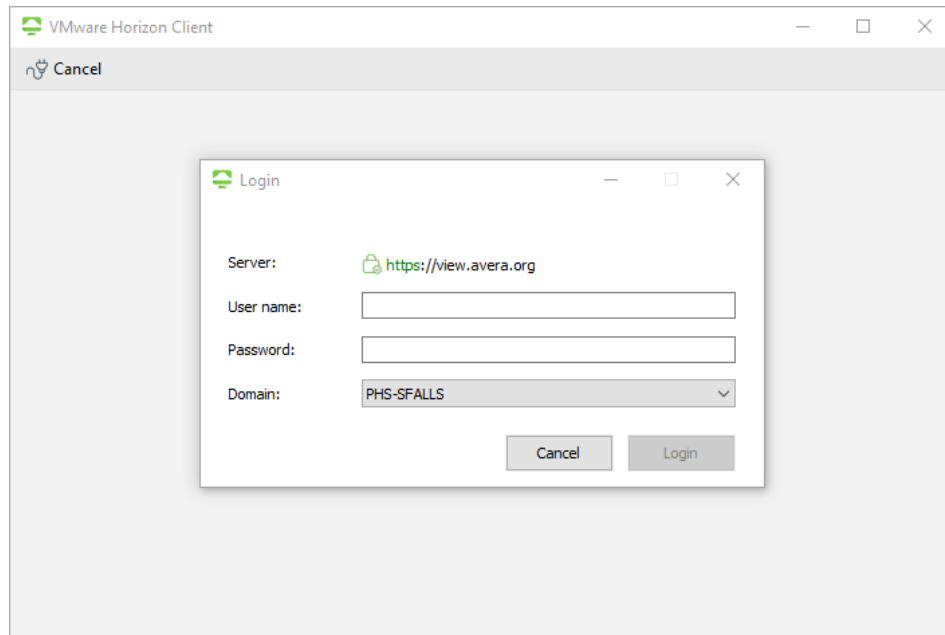
4. On the following screen you will be prompted to enter your Avera User Name and your RSA security code. To enter your security code you will need to launch the RSA app, see step 5.



5. Open the RSA App and Enter your PIN number. This will provide your temporary 8 digit security code.



- Please note that the temporary code changes every 60 secs. This is depicted by the fading squares below the number. Be sure to give yourself enough time to enter the number before it changes.
6. After entering your User Name and security code you will be prompted to enter you User Name again and your Avera network password. Once entered Click Login.



7. Once your credentials have been entered you will be presented with a potential selection of virtual desktops and softwares. Avera Standard will create a virtual desktop. **NOTE:** This selection will vary based on job role and access.

