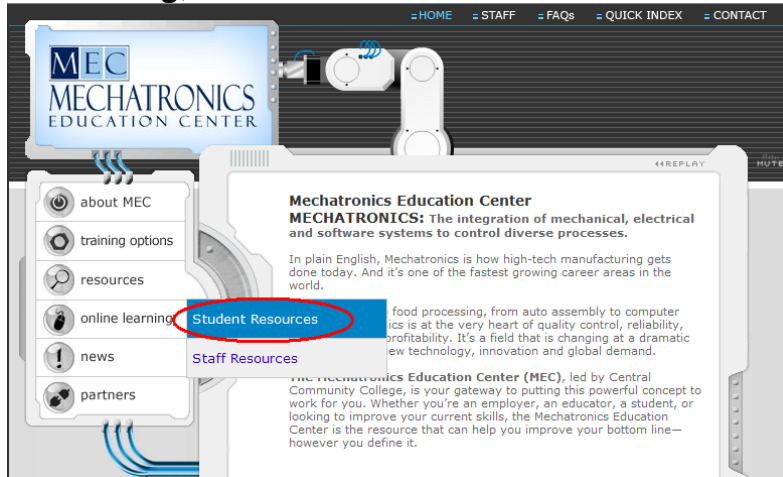
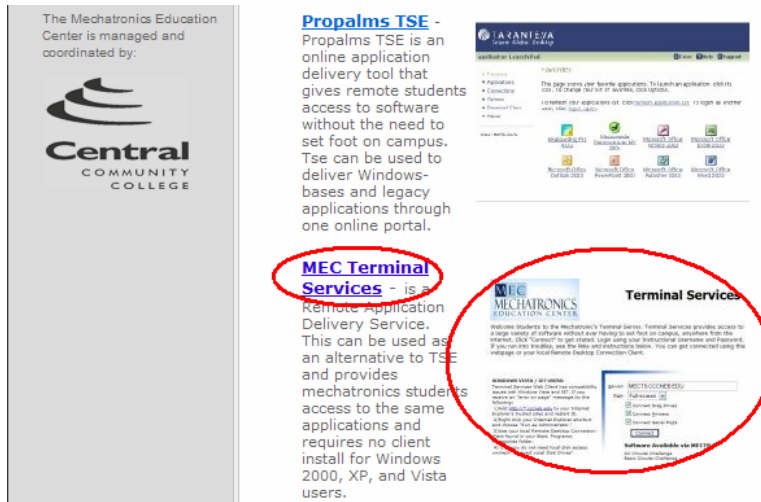


MEC Terminal Services instructions

1. Open internet explorer.
2. in the address bar type: www.mechatronics-mec.org
3. From the menu on the left hand side, hover your mouse over **online learning**, and select **Student Resources** from the fly out menu.



4. Left Click the words **MEC Terminal Services** or the photo to the right.



5. Now you should have the following webpage displayed. If you get any message windows refer to the following trouble shooting procedures.



Terminal Services

Welcome Students to the Mechatronic's Terminal Server. Terminal Services provides access to a large variety of software without ever having to set foot on campus, anywhere from the internet. Click "Connect" to get stated. Login using your Instructional Username and Password. If you run into troubles, see the links and instructions below. You can get connected using this webpage or your local Remote Desktop Connection Client.

WINDOWS VISTA / IE7 USERS:

Terminal Services Web Client has compatibility issues with Windows Vista and IE7. If you receive an "error on page" message try the following:

- 1) Add http://*.cccnab.edu to your Internet Explorer's trusted sites and restart IE.
- 2) Right click your Internet Explorer shortcut and choose "Run as Administrator."
- 3) Use your local Remote Desktop Connection client found in your Start, Programs, Accessories folder.
- 4) Or if you do not need local disk access, uncheck "Connect Local Disk Drives"

For instructions on how to use your local Remote Desktop Connection Client from your PC, click [client](#).

Need help saving files or printing to your local computer? click [help](#).

Server:

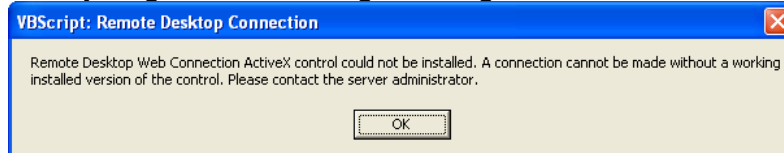
Size:

Connect Disk Drives
 Connect Printers
 Connect Serial Ports

Software Available via MECTS:

- AC Circuits Challenge
- Basic Circuits Challenge
- DC Circuits Challenge
- Festo Fluid Sims Hydraulics
- Festo Fluid Sims Pneumatics
- The Constructor

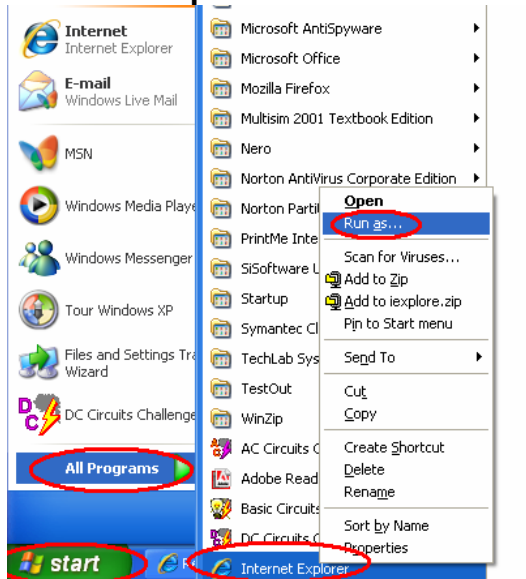
- a. If you get the following message box:



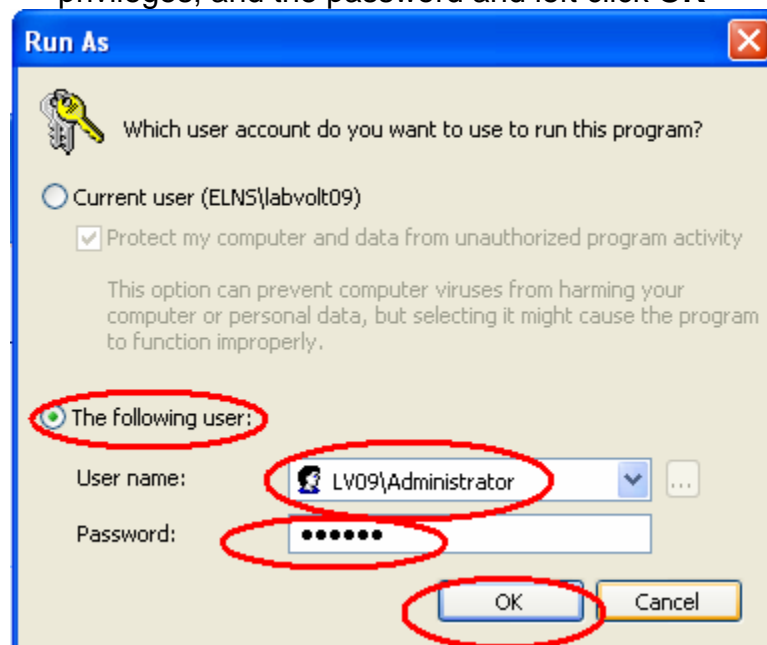
You may need to Contact your system administrator and have them complete the following steps, if you are not given the gold bar across the top of your webpage as seen in the photo in (step h). If you have the gold bar jump to (step g), if not contact your system administrator to begin at (step b)

- b. Left Click **OK**. (You may get this message again. If so click **OK**). Close the web browser window.
- c. If you have access to Internet explorer on the start menu you can jump to 5d. If not you may need to log off current user and login as administrator, or a user with administrative privileges, and go to <http://mects.cccneb.edu> and jump to (step g).

- d. Left click **Start** button, left click **All Programs**, Right click **Internet Explorer** and left click **Run as...**

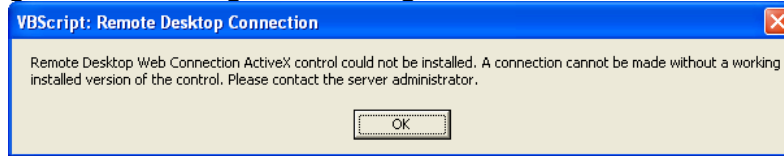


- e. The following Run As window will open. Select the radial circle next to **The following user:** Type in the user with administrative privileges, and the password and left click **OK**



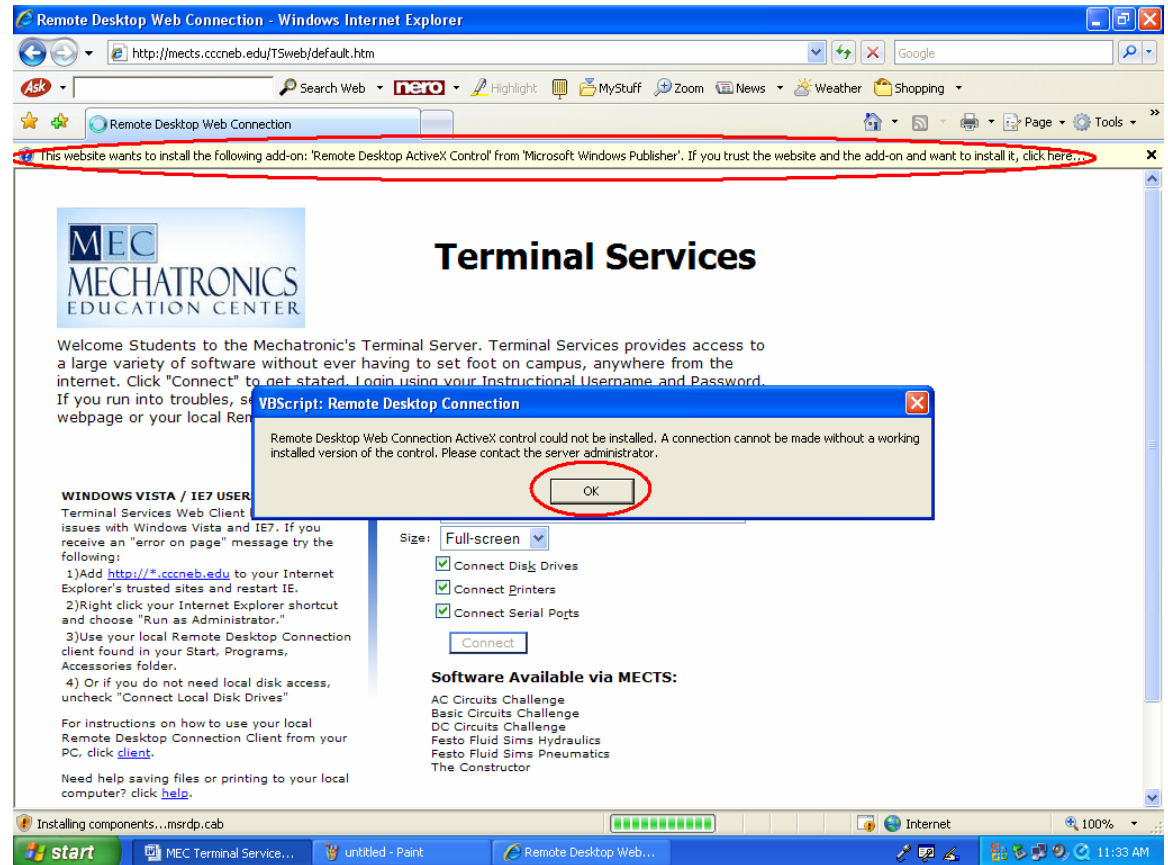
- f. Internet explorer should have opened. In the address bar type <http://mects.cccneb.edu>

g. You should get a message similar to the one received earlier.

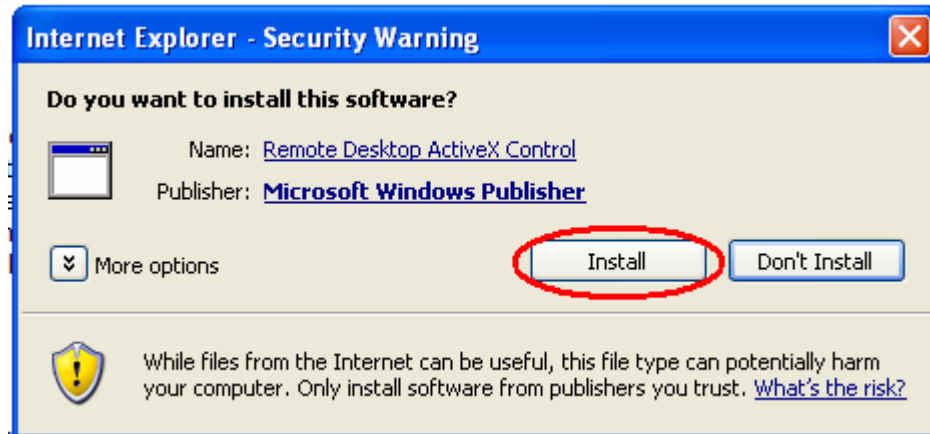


Go ahead and select **OK** to close this window.

h. Left click the bar at the top of the window that says **“This website wants to install the following add-ons...”** and select **Install ActiveX control.**



- i. Click **Install** to install the ActiveX Control.



The ActiveX Control should now install on your computer. (You can now log off and log back in as previous user if needed.)

6. On the MEC Terminal Services page verify that **MECTS.CCCNEB.EDU** is in the Server name Box. Make sure there are Checks in the boxes next to: **Connect Disk Drives** (for saving data to local device or drive), **Connect Printers** (if you wish to print your products), and **Serial connection** (not needed) and finally click **Connect**, which will start the remote desktop client.



Terminal Services

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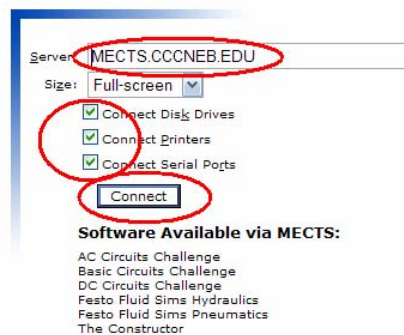
WINDOWS VISTA / IE7 USERS:

Terminal Services Web Client has compatibility issues with Windows Vista and IE7. If you receive an "error on page" message try the following:

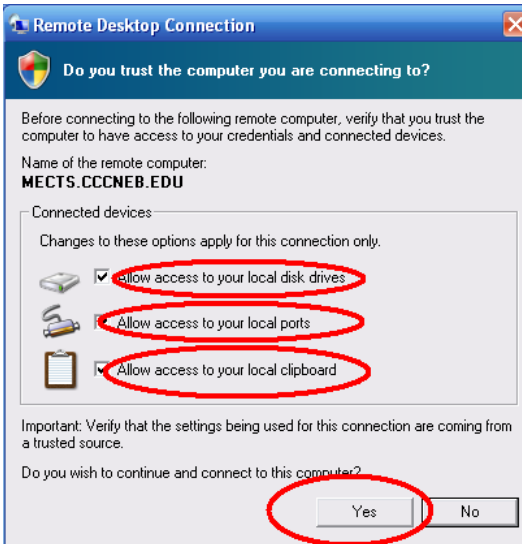
- 1) Add http://*.cccneb.edu to your Internet Explorer's trusted sites and restart IE.
- 2) Right click your Internet Explorer shortcut and choose "Run as Administrator."
- 3) Use your local Remote Desktop Connection client found in your Start, Programs, Accessories folder.
- 4) Or if you do not need local disk access, uncheck "Connect Local Disk Drives"

For instructions on how to use your local Remote Desktop Connection Client from your PC, click [client](#).

Need help saving files or printing to your local computer? click [help](#).



7. Again you will need to determine the devices you want to share during this session. If you plan on saving data or printing you will want to enable all options. Next select **Yes** to continue.



8. You will see a login screen in which you will need to enter your username and password provided to you.
 - a. If you are a student of CCC, you will use your first initial of your first name + last name + the last four digits of your student number. (Ex. Jo Student with student id 012345 = jstudent2345) Your default password will be your last 6 digits of your Social Security Number. Leave **Log onto** box defaulted at **INS**.
 - b. If you are a high school student, you will need to get your login information from your instructor.
9. You will find all necessary programs if you click on the start button and click all programs, and select from the group of available software programs.
10. When you are finished with your terminal session, please click **Start** button in the bottom right corner of your screen and select **Log off**. This will ensure that your session is logged off and resources are freed up for other users.

For help using software applications within Propalms, check out the documentation page on the MEC website at:

<http://mechatronics-mec.org/igsbase/igstemplate.cfm?SRC=DB&SRCN=&GnavID=8&SnavID=35>