

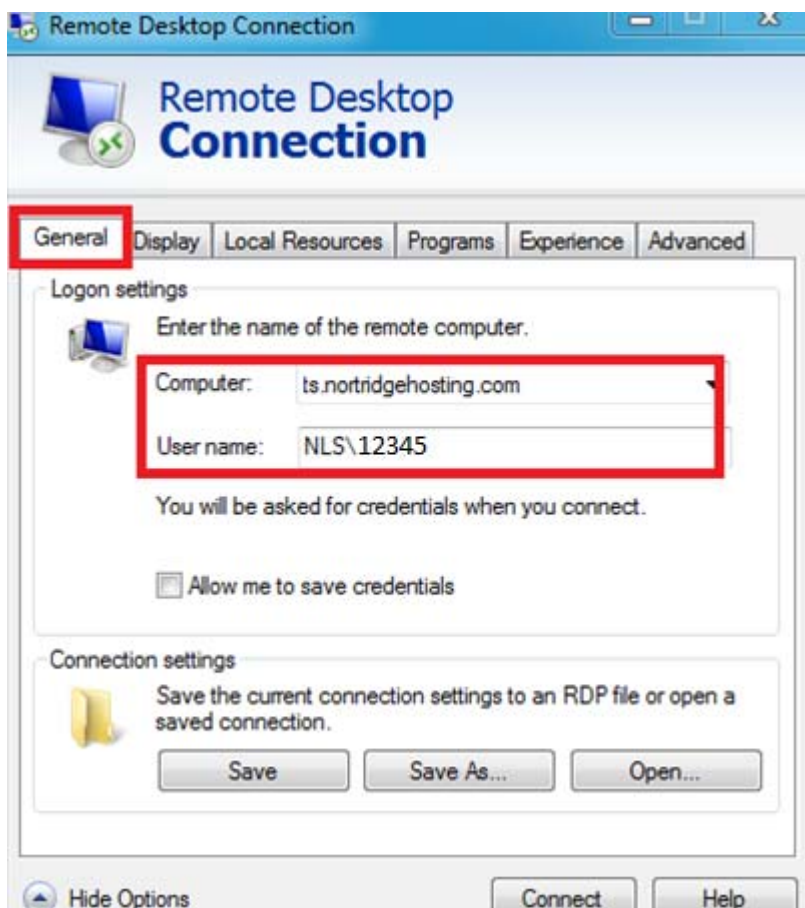
Connecting to the new User NLS hosted Environment

****Windows 10 OS is required to connect to datacenter.**

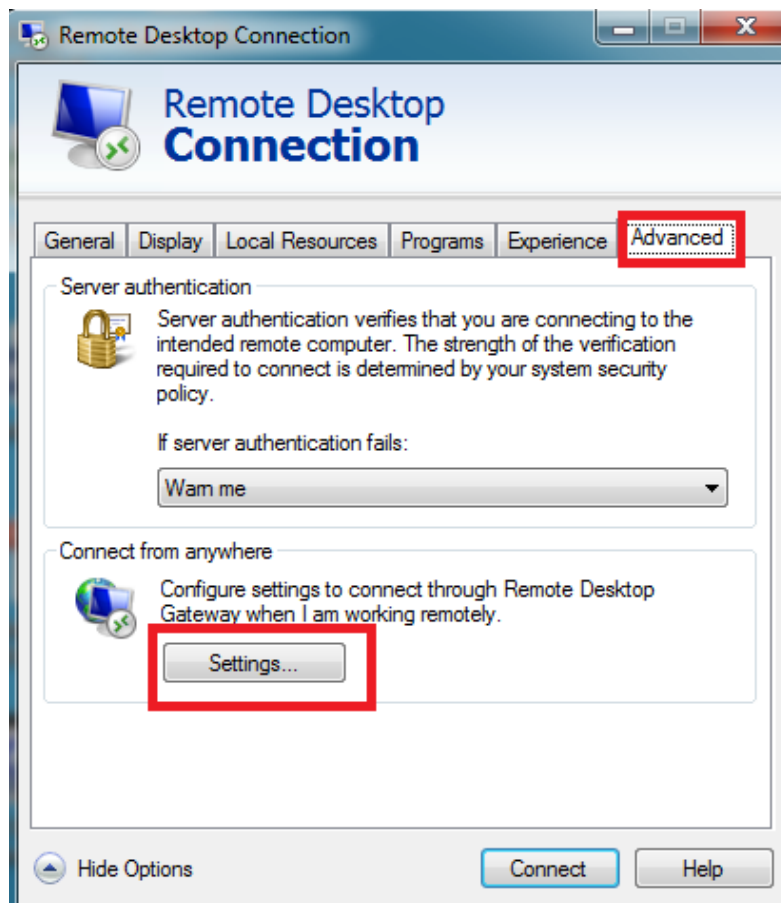
The values that you will need to know to connect via the RDC client is as follows

Computer: **ts.nortridgehosting.com**

Username: _____



Advanced Tab - Connect from anywhere - Settings

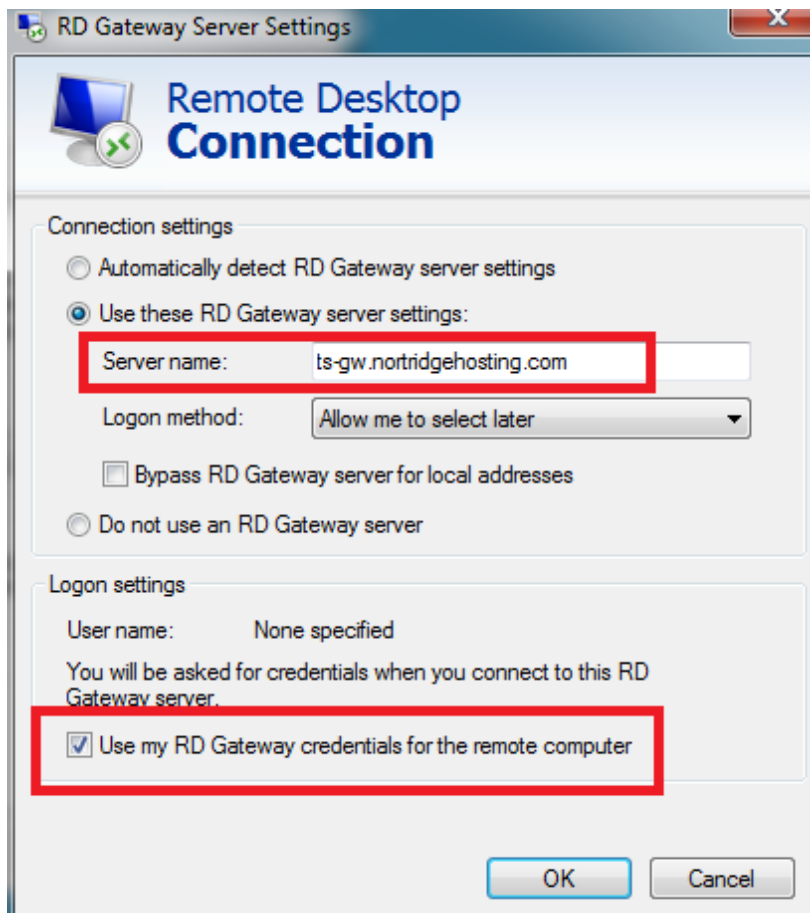


Select "Use these RD Gateway server settings"

Server name: **ts-gw.nortridgehosting.com**

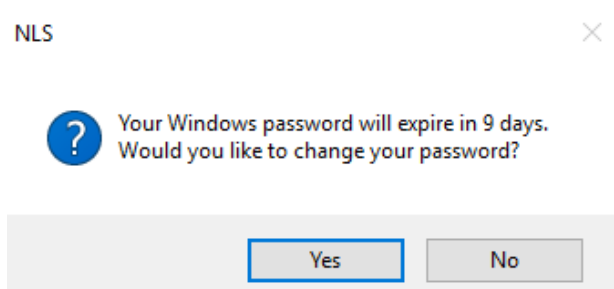
Login Settings: **Select Check box "Use my RD Gateway credentials for the remote computer"**

Click "ok"



Once these are set you can click connect and it should connect you to the environment.

42 day password expiration – after 35 days user will be prompted to change password.



The password can be changed by the user in Security->User->Change Password button in ribbon bar.

The screenshot shows the 'HOME' ribbon bar with the following buttons: Cut, Copy, Paste, Add, Save, Cancel, Delete, Find User, View Total User Privileges, Logon Hours, Change Password (highlighted), Refresh, and Print. Below the ribbon bar, a list of users is shown on the left, and a form for user details is on the right.

User	User Number	User Signon	Full Name
[0] Administrator	3	Tuser	Test User
[1] Amy Sharma			
[8] internal\amy			
[7] Jane Fonda			
[10] jerry			
[4] Lisa Eckman			
[9] Loan Officers			
[6] Read Only User			

The 'Change Password' dialog box contains the following fields and controls:

- New Password: [Masked with dots]
- Confirm Password: [Masked with dots]
- ☐ User must change password at next login
- OK button
- Cancel button