





This is supported on Windows 7 Service Pack 1 and higher and on Mac OS X 10.10 and higher. You will need to use at least Internet Explorer 11, or the latest version of Chrome, Firefox or on a Mac, Safari.

To check what version of Internet Explorer you are using, click the Tools button  and click About Internet Explorer.

To check what version of Safari on a Mac you are using, click Safari at the top and click About Safari.

To check what version of Chrome you are using, click the menu button  and click About Google Chrome.

To check what version of Firefox you are using, click the menu button , click help  and click About Firefox.

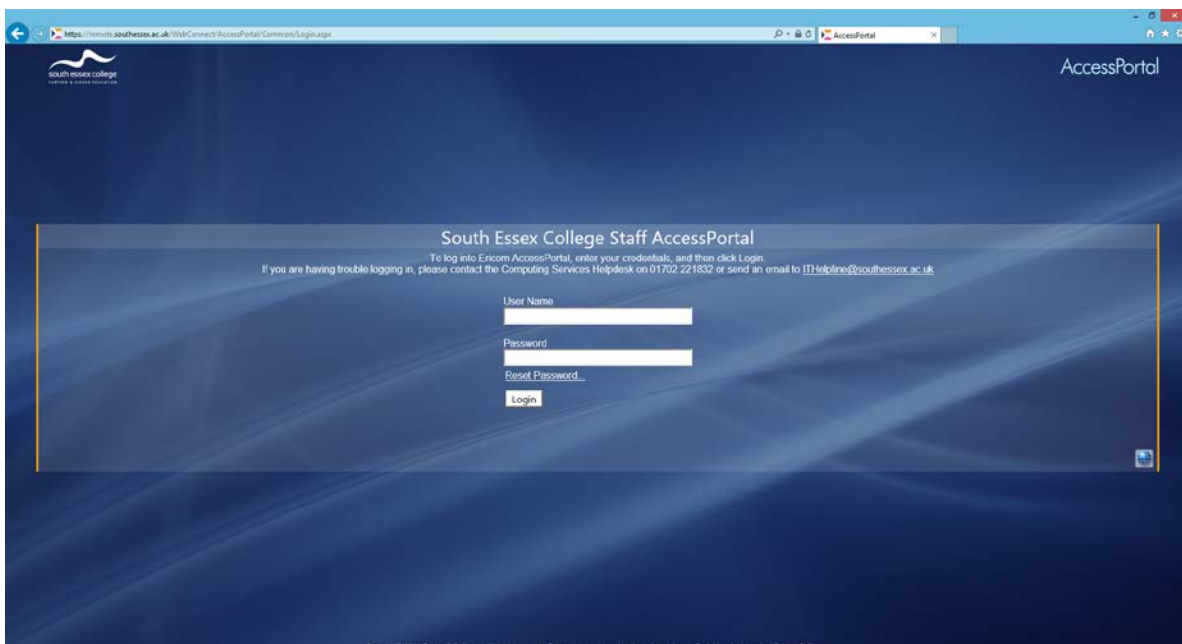
Please ensure you have up-to-date anti-virus software installed on your PC. We recommend Sophos Home which is free for Windows and Mac:-

<https://www.sophos.com/en-us/lp/sophos-home.aspx>

To access College resources from home please visit

<https://remote.southessex.ac.uk>

You will be presented with a screen similar to that below:-



The screenshot shows a web browser window displaying the South Essex College Staff AccessPortal login page. The page has a dark blue background with a white login form in the center. The form includes the following elements:

- South Essex College logo in the top left corner.
- AccessPortal title in the top right corner.
- South Essex College Staff AccessPortal title in the center of the form.
- Instructions: "To log into Encom AccessPortal, enter your credentials, and then click Login. If you are having trouble logging in, please contact the Computing Services Helpdesk on 01702 221852 or send an email to ITHelpdesk@southessex.ac.uk."
- User Name input field.
- Password input field.
- Reset Password link.
- Login button.
- Copyright notice at the bottom: "Copyright © 2014 Encom® Software. All rights reserved. Encom is a registered trademark and AccessPortal is a trademark of Encom Software."

Enter your username and password as you would at the College. You do not need to enter anything in front of your username.

You will then be presented with a screen similar to this:-



You are now able to open the applications from our server. For example, click R Drive (Resources), you should see a new tab or window open with the AccessNow HTML 5 page, which will automatically load the application window into the browser page:-

