## @Risk Pilot First Time Sign On

(Note: All logins must use your Cornell Net-ID and password. Personal Microsoft accounts will not work.)

- Log on to Remote Desktop Web Client • Remote Desktop Web Client
- Launch @Risk and sign in to MS Office (first run only)
- Launch @Risk again to complete the plug-in

## Log on to Remote Desktop Web Client

## **Remote Desktop Web Client**

4.

- From your Canvas Course, click the '@Risk Pilot' button from the Navigation Pane.
   Click the 'open to a new tab' button.
   Sign in to <u>Microsoft with your netid@cornell.edu</u>

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5. Sign into Cornell University's page:



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a.8. You are now at the Windows Virtual Desktop log on page:



Launch @Risk and sign in to MS Office (first run only)

1. Double click the '@RISK 7.6' Application:



3. You will be prompted to Activate Office, please use your netid@cornell.edu to complete this one time activation step.

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a. <a href="https://www.low.example.com">www.low.example.com</a>
4. Select 'Work or School account' when prompted:



5. Sign in to Cornell University with your netid:

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6. Complete the DUO 2-Factor authentication step:



## Launch @Risk again to complete the plug-in

1. Click the All Resources button at the top left of the window and click the '@RISK 7.6' Application:



3. "@Risk" has now launched, chose and option from the splash screen or hit 'Close'



4. You will notice "@RISK" is and its functions are now added to the Excel Ribbon:



5. Once this initial sign on process is complete, you can click your name in the top right corner and select sign out.

