

Bishop Barrington School

RM Easylink

Accessing your work area from home

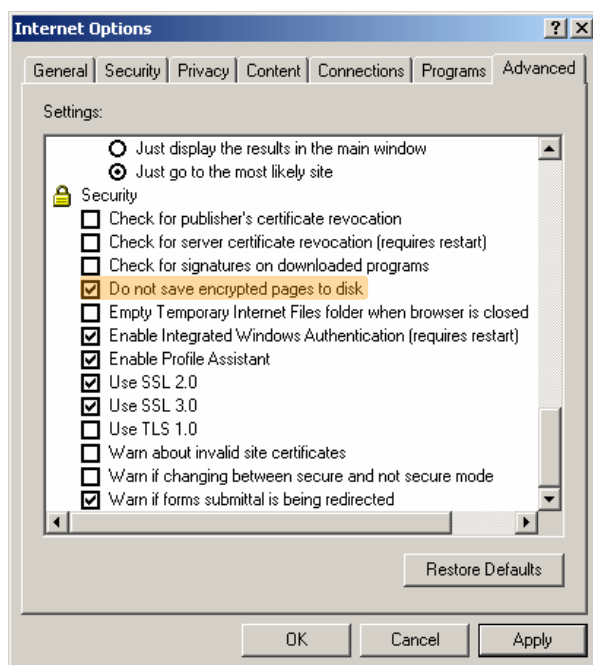
To access your work for the first time, open up Internet Explorer, and type in the following address:

<https://217.23.229.7>

When asked if you want to accept the certificate, click **Yes**.

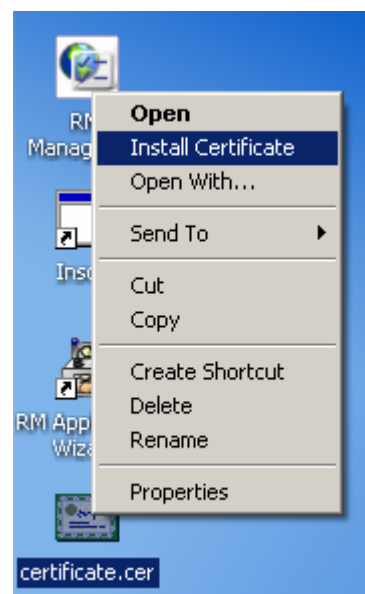
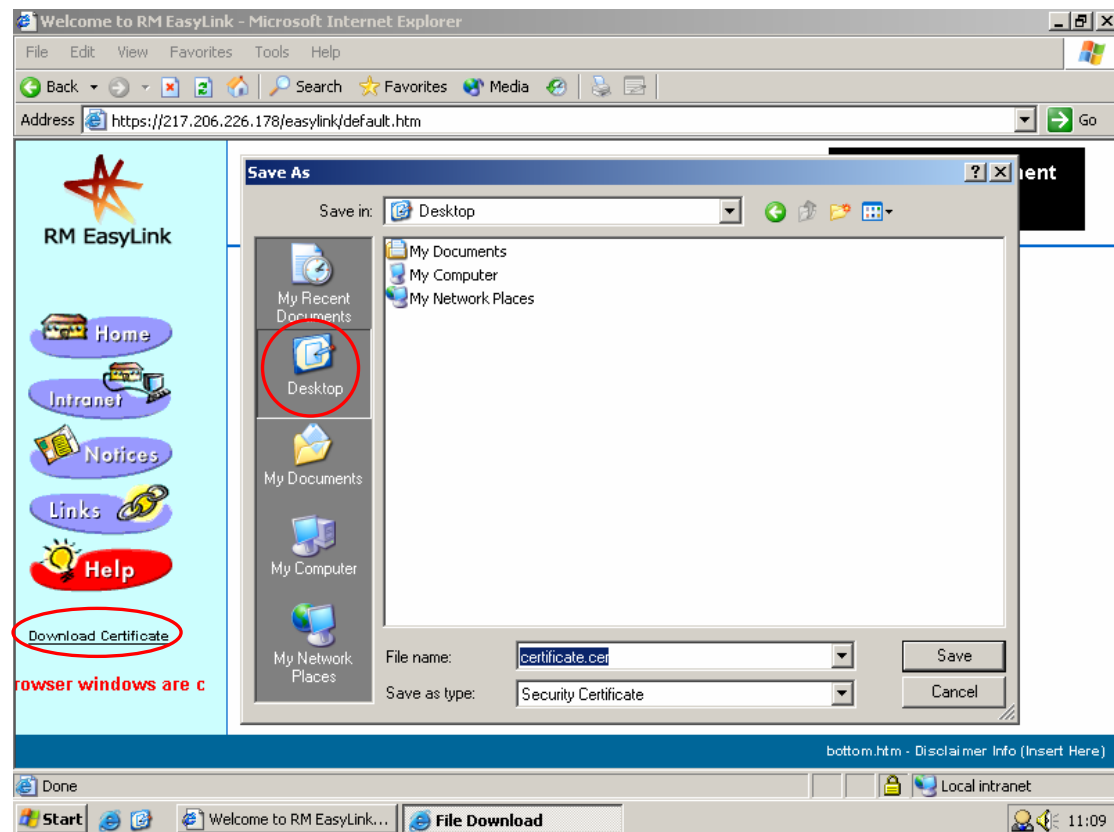
When asked for your username and password, type them in as you do at school, for example **john.smith** and **password**.

Once you have logged in, click on **Tools**, and then **Internet Options** on the Internet Explorer menu. Click the **Advanced** tab on the right and scroll down to **Security**.



Tick the box that says **Do not save encrypted pages to disk** then click **OK**.

Click the **Download Certificate** link at the bottom-left of the Easylink page, and save it to your Desktop when prompted.



If you receive a window entitled **Download Complete** you must click the **Close** button.

Right-click the file **certificate.cer** on your desktop and click **Install Certificate**.

Click the **Next** button on the following screens, and then **Finish** on the last one.

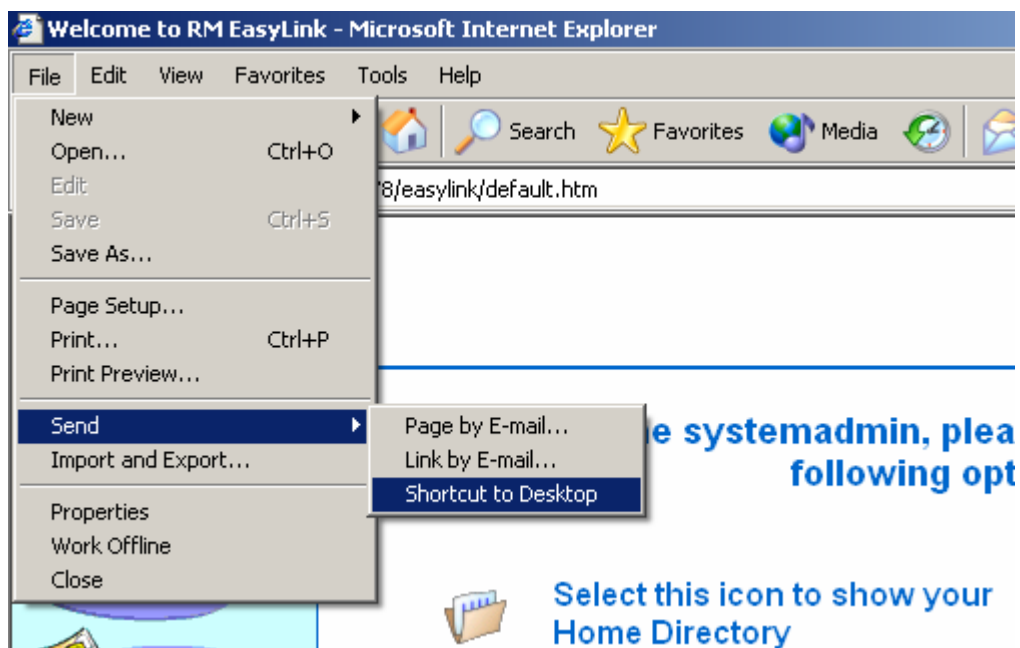
If you receive a message titled **Root Certificate Store** with Yes and No buttons, click **Yes**.

You will then be told that the import was successful, to which you can click **OK**.



You can now delete the **certificate.cer** file from your desktop.

If you want to create a shortcut to your work area, once you are logged in click on **File**, **Send**, and then click **Shortcut to Desktop**.



You will then have an icon named **Welcome to RM EasyLink** on your desktop.

