Windows Start Menu for RD Web Access to ApplicationXtender Tools

If your computer is managed by IT, you will automatically see the ApplicationXtender Tools links for the RD (RemoteApp and Desktops) Web Access from your Windows Start Menu.

1. On your computer, click **Start** menu and scroll down to **Work Resources (RADC)** folder.



- 2. Under the Work Resources (RADC) folder, select one of the ApplicationXtenser links:
 - ApplicationXtender Document Manager Prod (for viewing, importing and or indexing documents)
 - ApplicationXtender Image Capture Prod (for scanning documents)



3. A RemoteApp dialogue box will appear. Click **Connect** and wait for the connection to establish.





McGill IT ServicesWindows Start Menu for RD Web Access to ApplicationXtender ToolsLast Updated: November 26, 2019Page 1 of 2

- 4. The following steps may be required if you are not using your computer to log in to ApplicationXtender tools:
 - a. If you are using **your** computer, it may or may not prompt you to enter your McGill

password.	
Windows Security	×
Enter your credentials	
These credentials will be used t	to connect to Work Resources.
trainot1.itcom@mcgill.ca	
Password	
Remember me	
More choices	
ОК	Cancel

- b. If you are **not using** your computer, follow these instructions for the Windows security dialogue box:
 - i. Click More Options link and then click Use a different account.

Windows Security	\times
Enter your credentials	
These credentials will be used to connect to Work Resource	es.
trainot1.itcom@mcgill.ca	
Password	
Remember me	
R trainot1.itcom@mcgill.ca	
Use a different account	
OK Cancel	1

- ii. Enter your McGill username and McGill password.
- iii. Then click on the **OK** button.
- 5. ApplicationXtender Document Manager client version will open. From here:
 - a. Log in with your **Banner UserID and the password**.
 - b. Click Login.

ApplicationXtenderDocument Manager	6)
File Edit View Document Page Scan Annotate Utilities Window Help	
▲第 ● ● ■ ■ ▲ ● ● ■ ■ ▲ ● ■ ■ ▲ ● ■ ■ ▲ ● ■ ■ ■ ■	
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20	
R DAMARINGELCA	

