

# SkyLab One- Windows 7

## Detailed instructions for connecting to SkyLab One on your Windows 7 Device

To connect to SkyLab One on your Windows 7 device begin by opening up Internet Explorer.

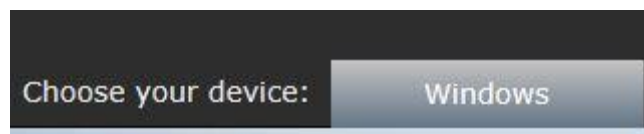


**Please Note:** Internet Explorer is the only supported browser.

After Internet Explorer has opened navigate to [Sky.emporia.edu](http://Sky.emporia.edu) and click on SkyLab



Choose the type of device you would like to use to connect to SkyLab, in this case we are going to choose the Windows tab.



On the next page click the login button. This will take to the login page for SkyLab One

SkyLab One  
RemoteApp and Desktop Connection

EMPORIA STATE  
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Help

Buzz In Userid: esuaad

Password:

This is a public or shared computer  
 This is a private computer

Sign in

Windows Server 2012 R2 Microsoft

To log in, enter your Buzz In username and password.

**Please Note:** If you are off campus, you will need to enter esuaad\ before your username

After you log in, you will see all of the Desktops and Apps that are available to you. There are several possible options.

SkyLab One  
RemoteApp and Desktop Connection

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Help Sign out

Your Apps and Remote Desktops | Connect to a remote PC

Current folder: /

Access 2013 Calculator Excel 2013 Files Google Chrome InfoPath Designer 2013 InfoPath Filler 2013 Internet Explorer Lync 2013 OnBase

OneNote 2013 Outlook 2013 Paint PowerPoint 2013 Publisher 2013 Word 2013 WordPad SkyLab One Desktop SkyLab School of Business

**School of Business-** This connection is provided for students enrolled in the School of Business. Installed are many of the apps that you will need for your courses.

**SkyLab One Desktop-** This connection is available to everyone. It has Office 2013, along with SAS and SPSS.

**Onbase-** This connection is provided for employees who need to utilize Onbase for Form Cs or Purchase Orders.

**Any Other App shown-** The other Apps shown are apps that you can use without opening a full SkyLab One Desktop. They open like they are installed on your machine and you can save items to your personal Y drive.