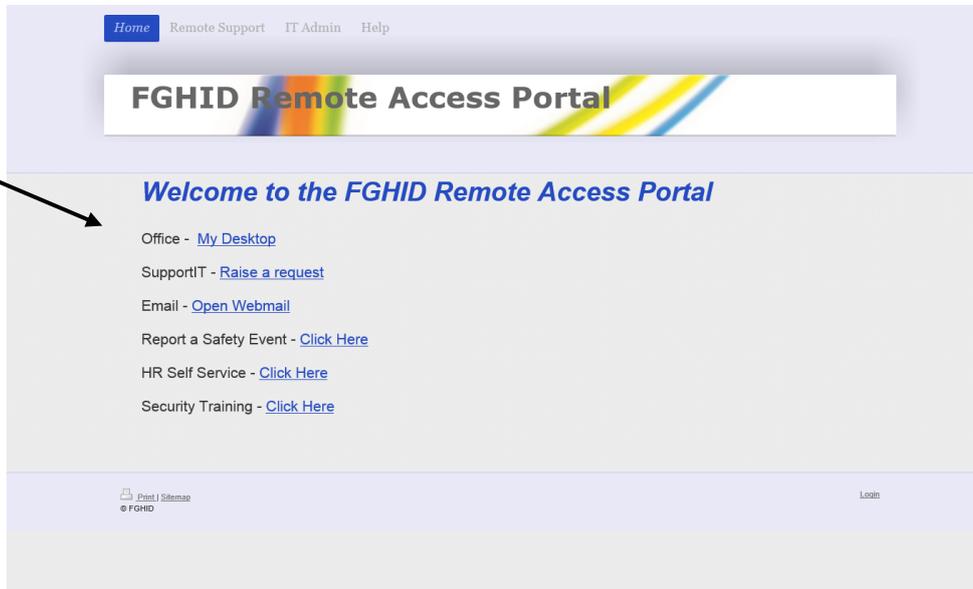
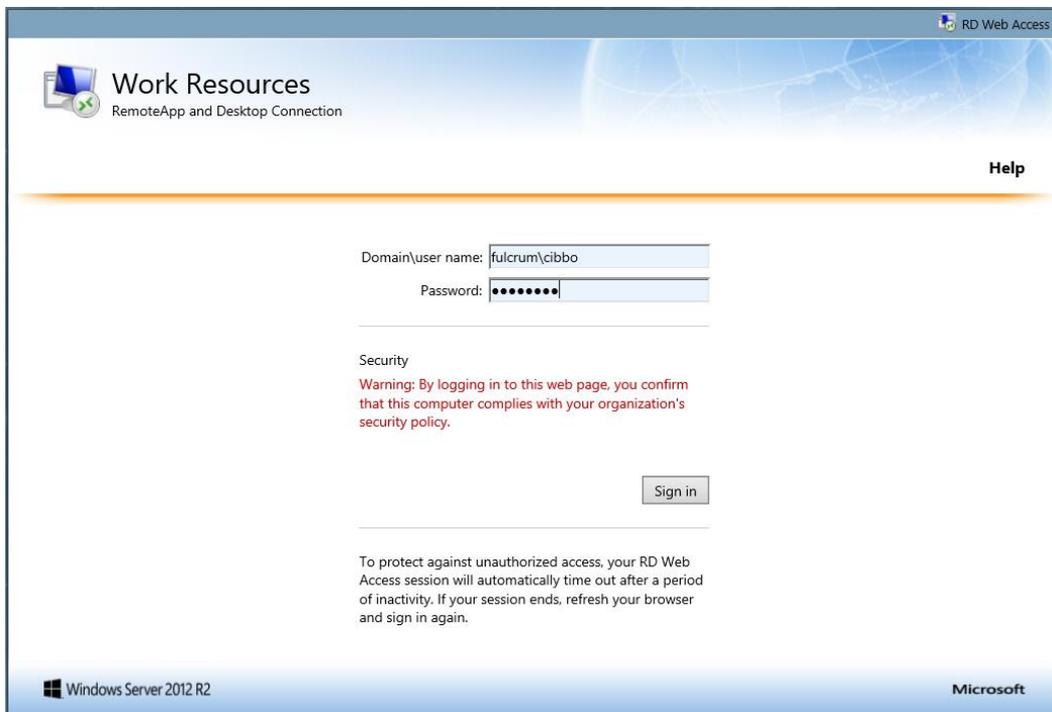


Accessing Fulcrum Systems Remotely

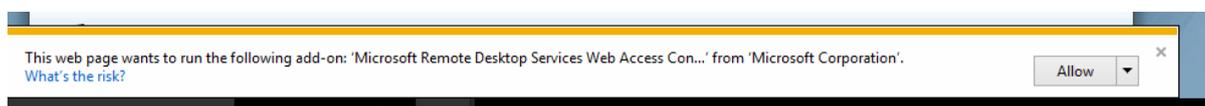
Step 1. On any device that has an operating system of Windows 8 and newer, open internet explorer (do not use edge or chrome) and visit www.fghid.net Select **“My Desktop”** on the page displayed.



Step 2. On the following screen, enter fulcrum\ then your **“User name”** and **“Password”**. This is the password you would use to sign in at work.

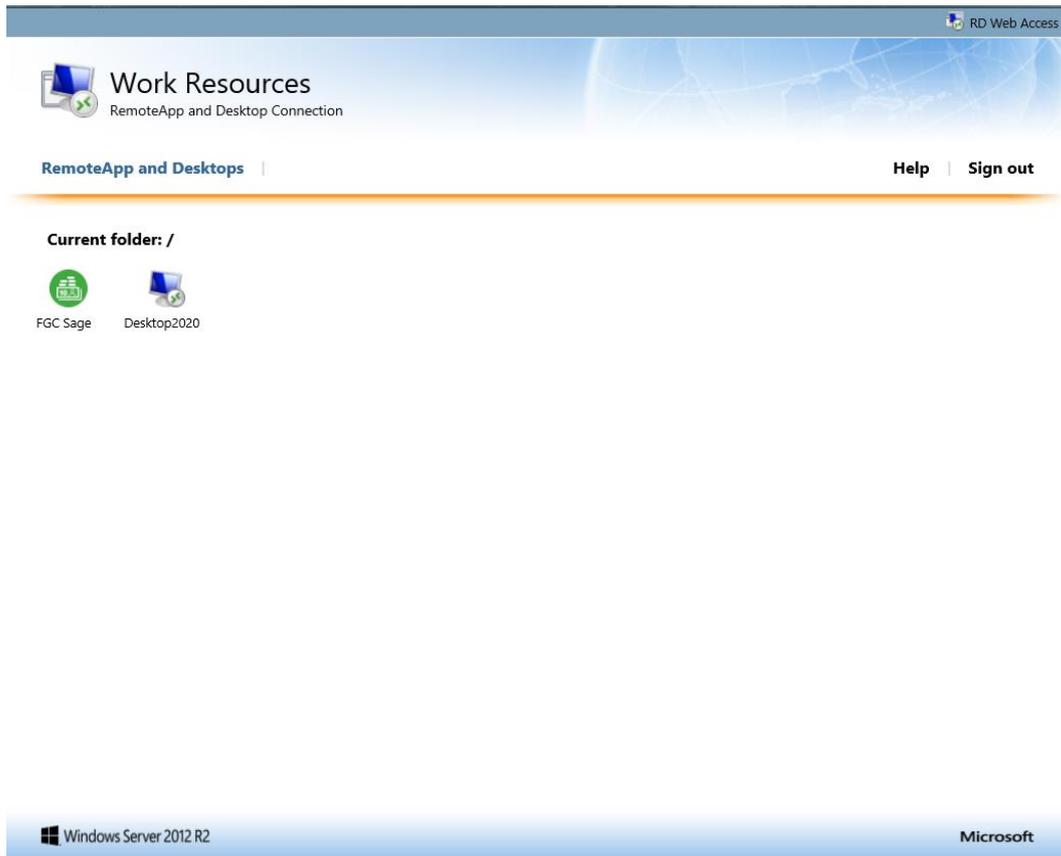


The first time you access this on your computer a popup will appear. Click 'Allow' for the Add-on.



Step 3. After entering your account details click **Sign in** to open your email account.

Step 4. When you have clicked sign in you will be taken to the below screen



Step 5.

From here you need to click on the desktop 2020 button, the first screenshot below is what will appear when you log in via internet explorer.

In internet explorer click on the open button



Step 6:

Once you have clicked open this pop-up box will appear please select the Don't ask me again check box and then click connect.



Step 7:

If you encounter this box please follow the below if not you will be signed into the network and can operate as if you were in the office.

select use another account and enter "fulcrum\your username" and in the box below it your password.

Then click ok which will sign you into the network and you will be able to work as if you were in the office.

