Getting Started – Accessing universal anywhere on a phone or tablet

Accessing Universal Anywhere on a phone or tablet

This guide is designed to help you log in to Universal on a phone or tablet. The document goes through the stages (as shown below) step by step to get you logged in and using Universal.

In order to connect to Universal Anywhere you need to download an app from the App Store which enables remote desktop connection to a Windows based environment. There are a number of apps on the market that provide this service. The current app recommended for tablets is:

 Microsoft Remote Desktop

Choose your platform:

Apple App Store   Google Play Store   Windows App Store
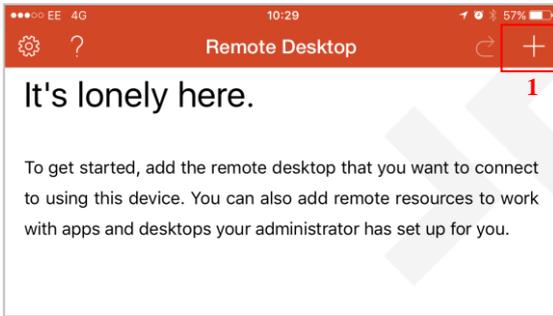
1. Downloading the app

To be able to log on to Universal on a tablet or phone, you need to download the app from the relevant app store above.
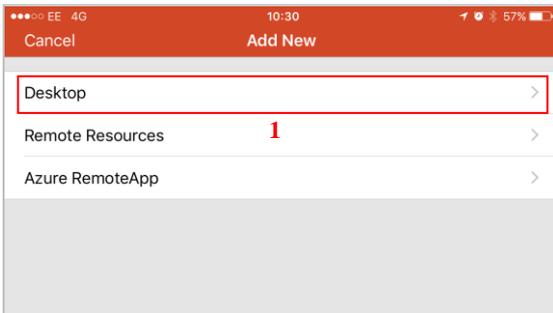
2. Setting up a new remote desktop

Once the app has downloaded, open it.

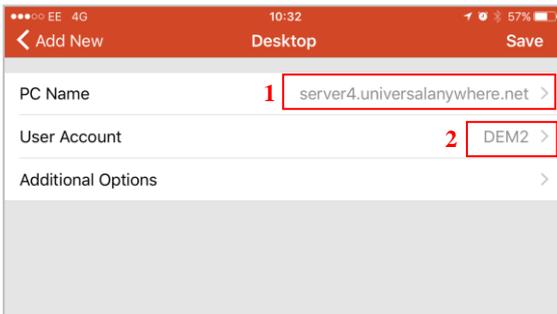# Getting Started – Accessing universal anywhere on a phone or tablet

The home screen will show.

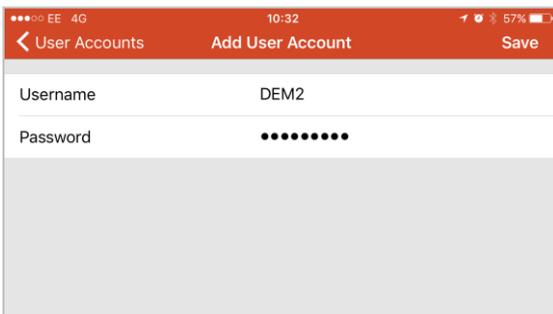To add a new connection, click on the + icon in the top right corner[1].
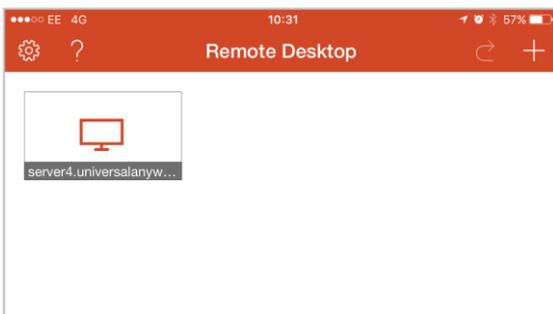
Select add new desktop[1].

Enter the server you need to connect to as the PC name. This is provided to you when you sign up[1]. At the end of the server name, type ":43334".

For example, server15.universalanywhere.net:43334

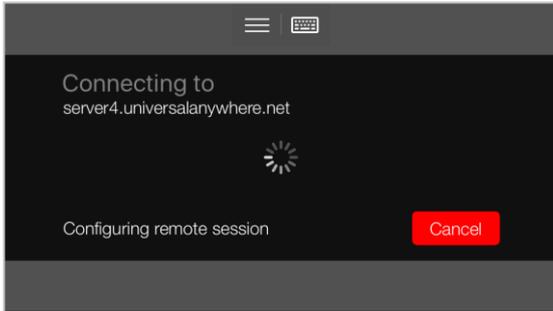Enter your account ID. This is your universal user licence[2].

It will ask for your username and password. This is your user licence and password, provided to you when you signed up.
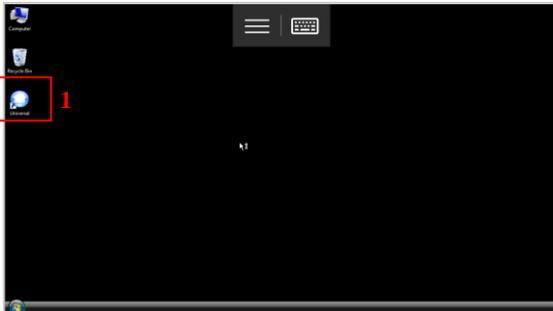
A new desktop will show on the home screen of the app. Tap on this icon to connect to universal.
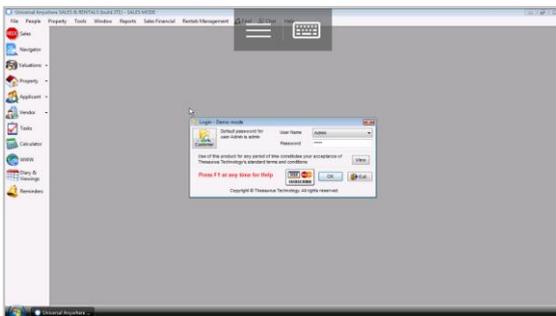
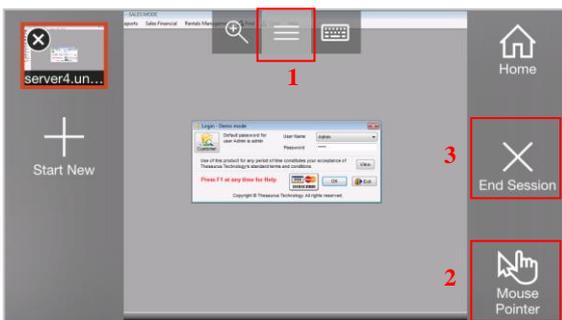# Getting Started – Accessing universal anywhere on a phone or tablet

If you have entered your details correctly, it will show this loading screen.

Double click on the universal icon on the desktop[1].

You can now log in as normal and use universal on your phone or tablet.

You can use your finger as a 'computer mouse' by selecting options[1], and selecting 'mouse pointer' mode[2].

To log off, select end session[3].

For more help and support please visit our website www.thesaurus.org.uk/support or contact us on 0845 83 82 666