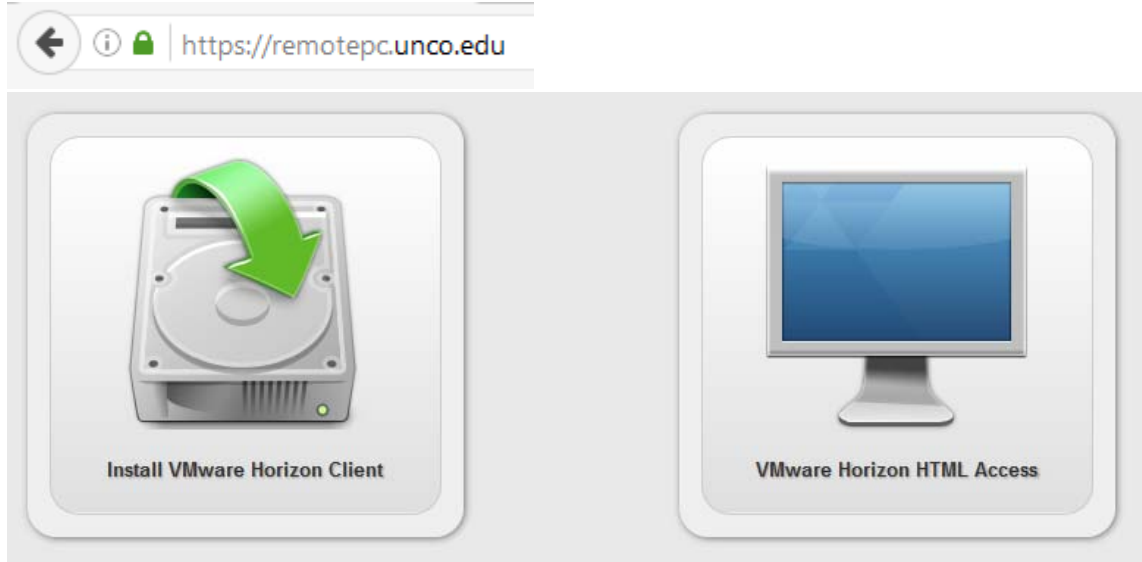


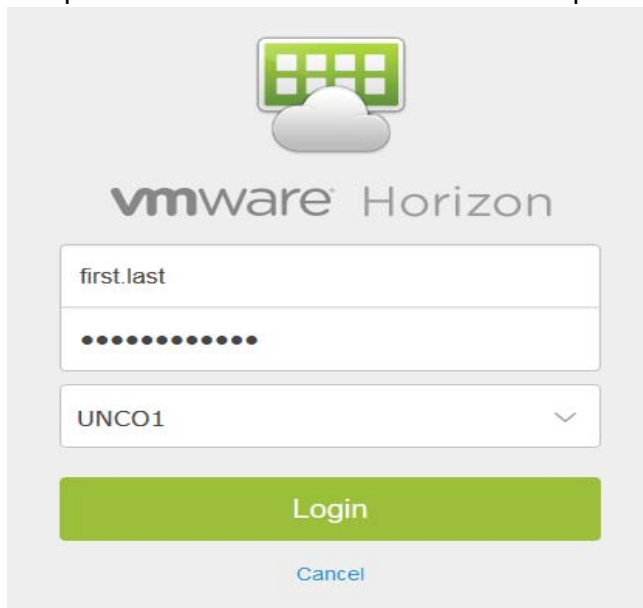
# OnBase for Mac Users

There is no native OnBase client for Mac so users will need to log into a virtual Windows machine using the following instructions:

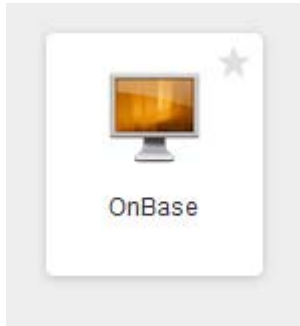
1. In a web browser, go to [remotepc.unco.edu](https://remotepc.unco.edu). You will have the option to download the Horizon client or use HTML access in browser. The HTML access should work well for most users.



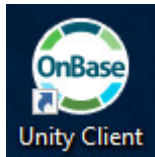
2. After accepting the UNC user policy, you will see a login screen. Enter your UNCO first.last username and password. Select UNCO1 from the drop down menu and click the Login button.



- Depending on your user permissions, you will see a screen of all virtual machines to which you have access. Click on the one marked OnBase. If you do not see one for OnBase please contact the Technical Support Center.



- You should now see a fully functional Windows desktop in your browser. Double click on the OnBase Unity Client icon on the desktop.



- After a brief wait, the Unity Client should launch. Select OnBase PROD from the drop down and enter your UNCO first.last username and password. Click Login.



- The Unity Client should log in and launch for normal use. Browser window may be closed when finished or you may log out using the start menu.

**NOTE: This virtual machine will erase when the user logs out or closes the browser window. For exporting/saving any documents, you will need to save to a network location such as your H: drive, department S: drive, Microsoft OneDrive, etc. Any documents saved to the machine itself will be lost.**