## Requesting Remote Access to Bloomberg Terminals

Under Disaster Recovery, the open terminals at the university will be made available to students to be accessed from home. This means that Bryant has 10 non-BBA Terminals, then 10 people, at most, will be able to access the terminals at any single time. (BBA terminals are terminals that are tied to a specific faculty member, and thus can only be access by the faculty member).

Under Disaster Recovery, students and professors will be able to use their Bloomberg Terminal logins to access Bloomberg remotely. Students and professors without existing logins will be able to request a login via our BMC web portal:

https://portal.bloombergforeducation.com/

**IMPORTANT NOTE**: Only one student can be logged into a Bloomberg Terminal remotely. If a Student A is logging in and the terminal is being used by Student B, Student A will see a warning that they are logging into a terminal that is currently being used by Student B. Student A will have the option to kick Student B off or try again later. If Student B was randomly kicked off the terminal, this means Student A kicked Student B off the terminal.

## SEE NEXT PAGE FOR LOGIN INSTRUCTIONS

# Requesting a Bloomberg Terminal Login

• Students and faculty that have an existing Bloomberg Terminal login can follow the instructions in the next section Logging In to a Terminal Remotely.

Students and faculty that do not have an existing Bloomberg Terminal login,

• can request a Bloomberg username and password at our BMC web portal: https://portal.bloombergforeducation.com/

Students and faculty must schedule their session on Bloomberg terminals

• with the Library: <u>https://bookme.bryant.edu/spaces?lid=942&gid=1607</u>

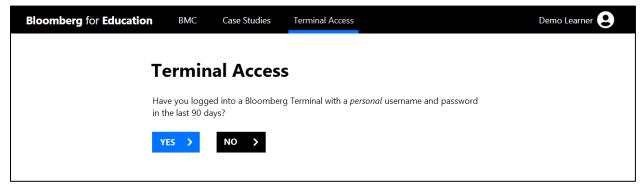
#### Users WITHOUT a BMC account tied to a university e-mail

Users without a BMC account tied to a university e-mail can create an account for free *with their university e-mail* at our BMC web portal <a href="https://portal.bloombergforeducation.com/">https://portal.bloombergforeducation.com/</a>

**IMPORTANT NOTE**: Students that are asked for their credit card information should contact us directly at <u>bbg.edu@bloomberg.net</u> to prevent an unnecessary charge.

### Users WITH a BMC account tied to a university e-mail

Users with a BMC account tied to their university e-mail can login with their BMC username and password. If the university has DR mode activated, users should see a tab at the top of their dashboard called "Terminal Access". Click this tab and follow the instructions.



NOTE: If "DR" mode is activated and are using your university email but still do not see this tab, email us at bbg.edu@bloomberg.net with your BMC account information.

## Logging In to a Terminal Remotely

Once a student or professor has a Bloomberg login (different from a BMC login), users may login to Bloomberg remotely in the following way:

**Step 1:** Navigate to <u>https://bba.bloomberg.net/</u>. You will need to install the Citrix Receiver client. There is a link to install on this page.

#### Step 2: Enter personal Bloomberg username and password

NOTE: Bloomberg Terminal credentials should be used. BMC credentials are NOT valid here.

**Step 3:** Verify identity with a code sent to the enrolled student email or mobile device. If this information is not already on file with Bloomberg, contact customer support: <u>https://www.bloomberg.com/professional/support/support-numbers/</u>

IMPORTANT NOTE: Only one student can be logged into a Bloomberg Terminal remotely. If a Student A is logging in and the terminal is being used by Student B, Student A will see a warning that they are logging into a terminal that is currently being used by Student B. Student A will have the option to kick Student B off or try again later. If Student B was randomly kicked off the terminal, this means Student A kicked Student B off the terminal. You MUST schedule your time on the terminal with the Bryant Library!