

## Venus: Faculty Account Access (Mac OS X)

You will need the following information to access your faculty account hosted on Venus:

**Connection URL:** `https://venus.atlantic.edu:82/(user name)`

**User Name:** Your Venus account name (typically first initial and last name)

**Password:** Your account password

**Site URL:** `http://venus.atlantic.edu/(user name)`

For example, teacher Jane Doe would have:

**Connection URL:** `https://venus.atlantic.edu:82/jdoe`

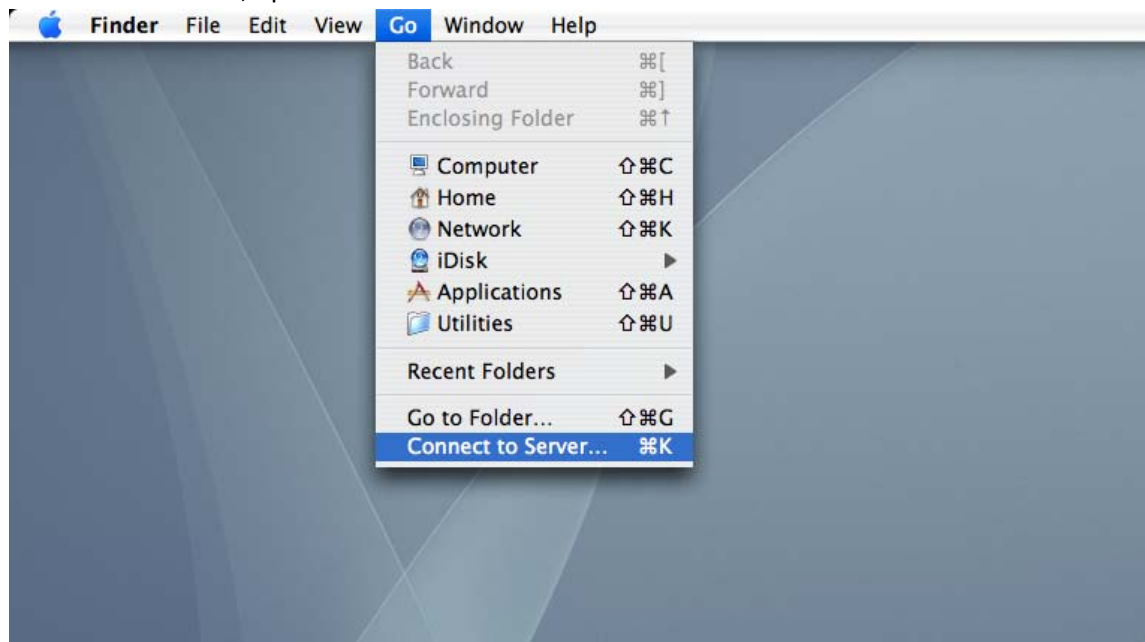
**User Name:** jdoe

**Password:** (her password)

**Site URL:** `http://venus.atlantic.edu/jdoe`

(Note: There are multiple ways to connect to Venus depending on your operating system. The following should be the least complicated for Mac OS X, but if you are more comfortable with an alternate method, feel free to use that.)

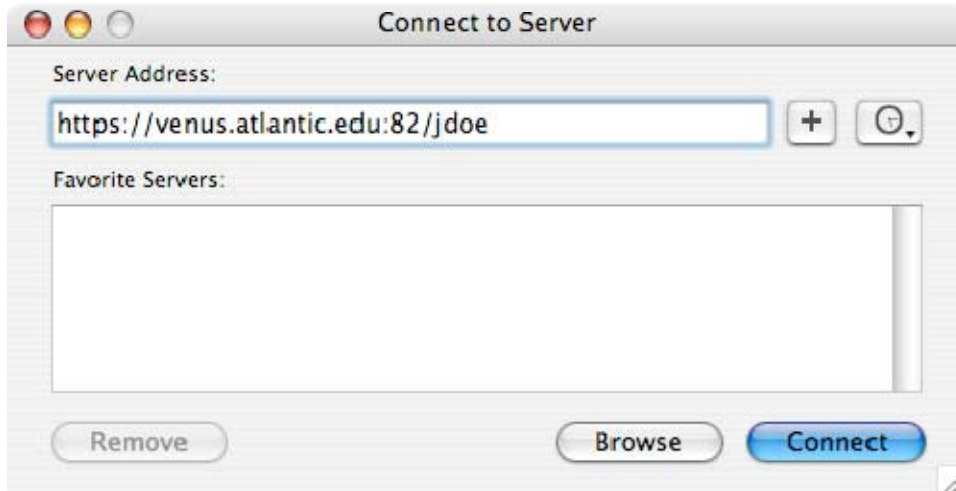
- 1.) With 'Finder' active, open the 'Go' menu and select 'Connect to Server...'



- 2.) From the 'Connect to Server' window, enter the 'Server Address' URL: **https://venus.atlantic.edu:82/(user name)**

Your user name is typically your first initial and last name.

**Example:** Teacher Jane Doe would enter **https://venus.atlantic.edu:82/jdoe**



- 3.) Click 'Connect.' After a moment, the 'File System Authentication' screen should appear. Enter your Venus 'Name' (typically your first initial and last name) and 'Password', then click 'OK.'

**Example:** Teacher Jane Doe would enter:

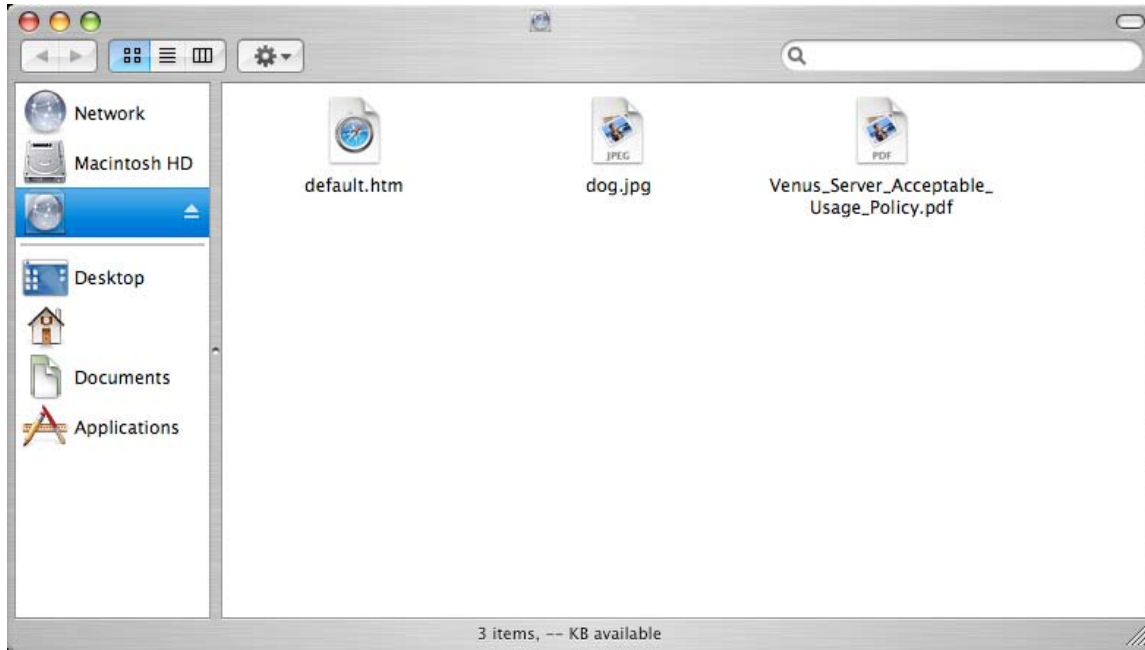
**User name:** jdoe

**Password:** (her password)



4.) Your account folder should appear.

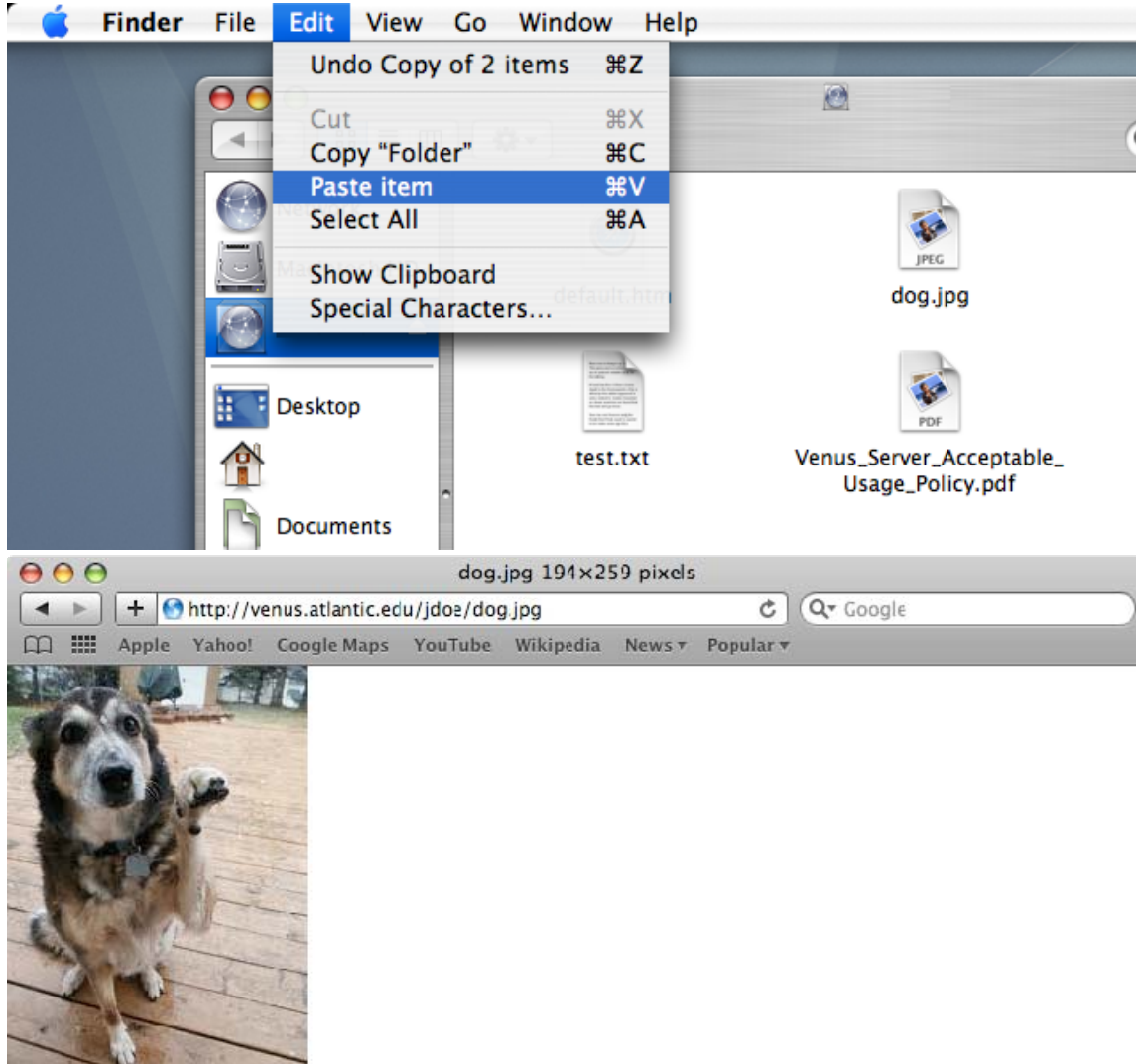
(Note: The contents of your folder will likely differ from the image below.)



- 5.) Add files and folders to your Venus account just like you would on your local computer (drag-and-drop, copy-and-paste, etc.). Content will be accessible through any Web browser by typing in your URL and the file name.

**Example:** Teacher Jane Doe's file dog.jpg can be accessed entering **<http://venus.atlantic.edu/jdoe/dog.jpg>**

(Note: The 'Server Address' entered in Step 2 is the address needed to transfer files to and from the server. The address in this step displays content in a Web browser.)



- 6.) For security reasons, if accessing your account on a public computer, it is good practice to manually disconnect from the Venus server when finished. With your account window active, simply click the Eject button next to your account name along the left side of the screen. Or, open the 'File' menu and select 'Eject "(account name)".'

