Logging in to Azure Labs for Mac:

From this quarter, DUO Multifactor Authentication is required to login and use your lab. Enroll here : https://www.it.ucsb.edu/mfa/getting-started-mfa-duo

1. Downloading Microsoft Remote Desktop

Mac users will need to install Microsoft Remote Desktop in order to open the RDP File used to connect to your VM. Download and install the application before you begin activating your Azure Lab.

2. Activate your Azure Lab Account

After contacting the Dream Lab for access to Azure you will receive an email invite from Azure.
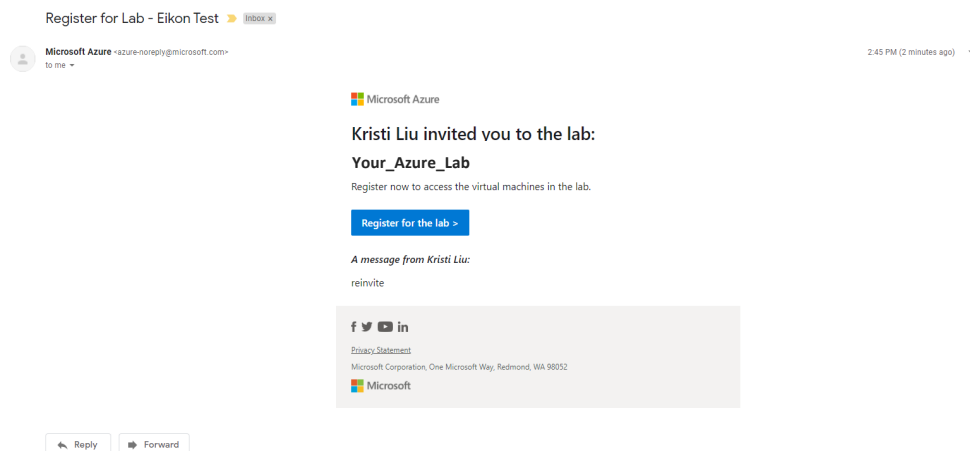

Follow the link in the email and log in with your **UCSB email and password** (same as your email log in) in the Microsoft login screen:
Make sure to use the @ucsb.edu form of your email. Departmental emails will not work. If you do not use the email address you registered with, you will not be able to login to Azure
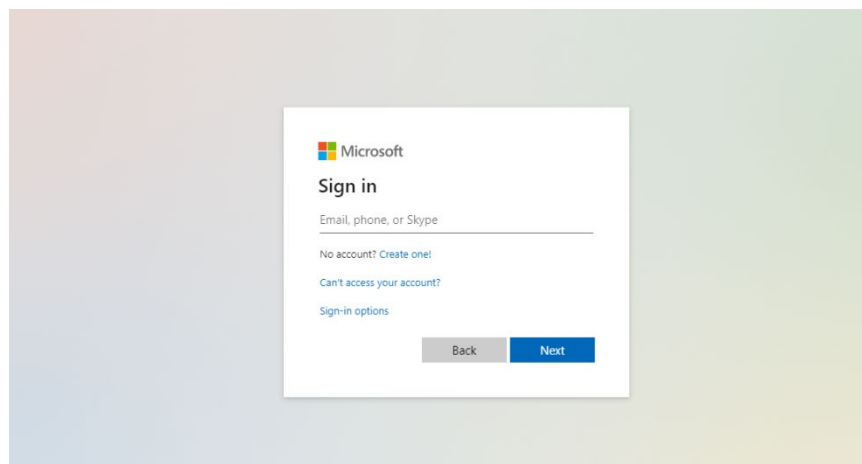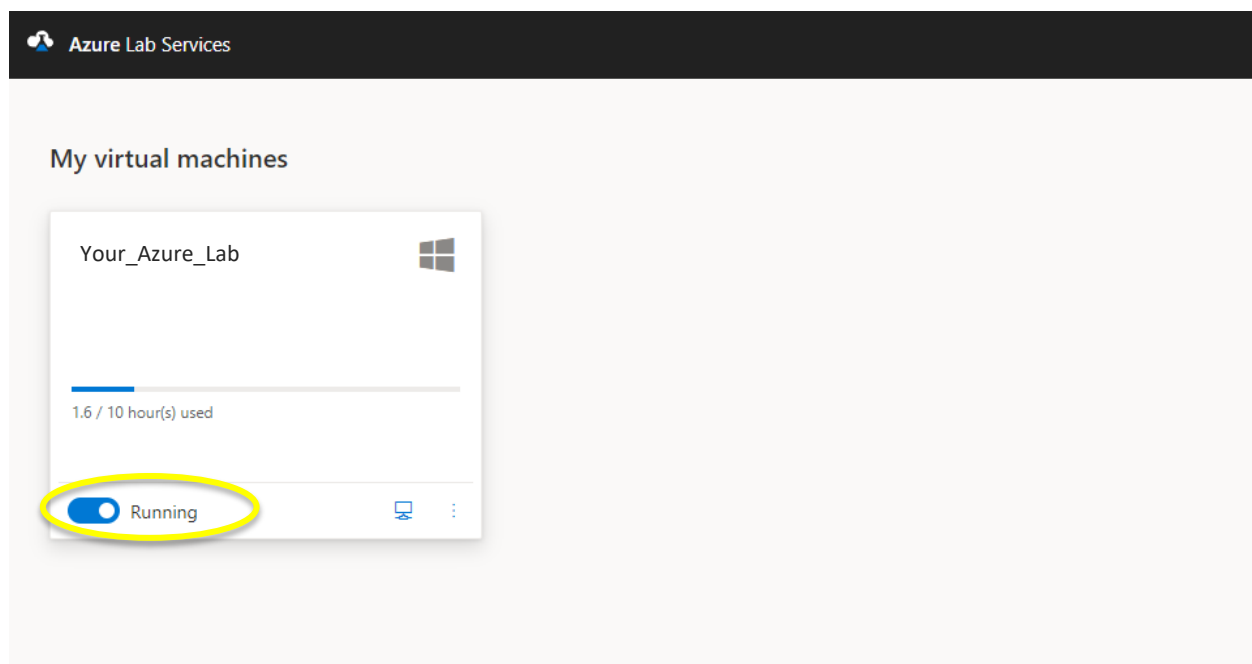
3. Log in to the Azure VM

After logging in you should see the following screen with whatever labs you have been assigned. This is your dashboard:
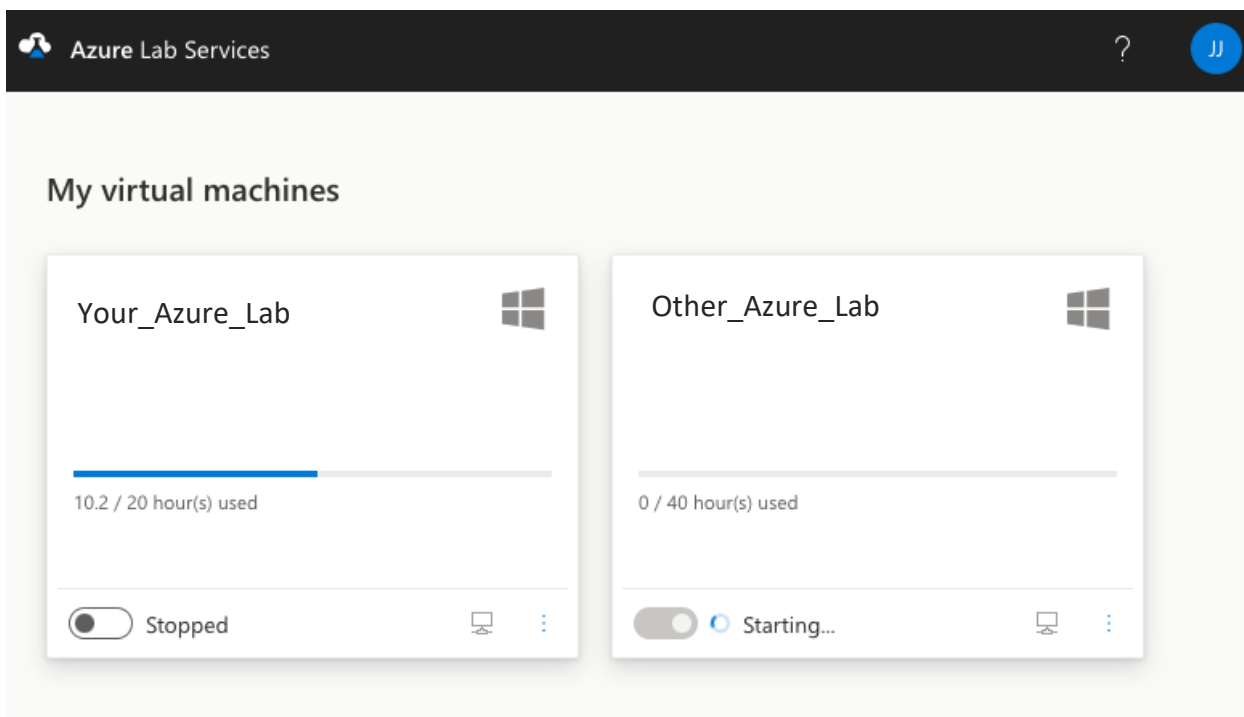
Toggle the "Stopped button", it will take 3-5 minutes to switch to "Running"

Once running, click the small computer icon on the bottom right. This will download a RDP File. Find the file in your downloads and open it by double clicking.
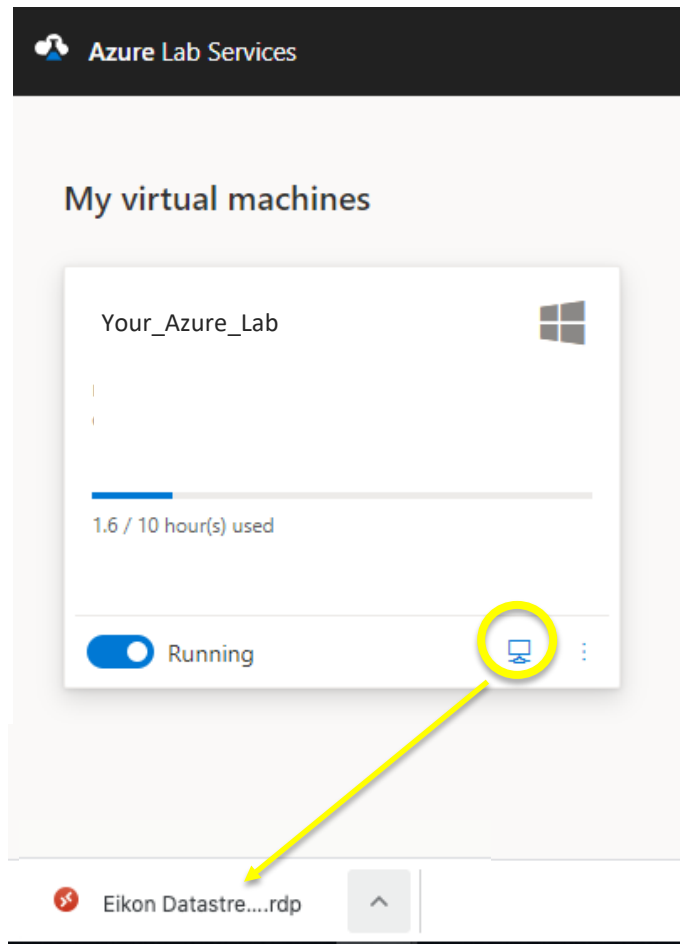

Microsoft Remote Desktop should automatically recognize the file, but your Mac may ask you which program to use to open it.

When you connect, a security warning will pop up stating "The identity of the remote computer cannot be verified…" Click "continue"
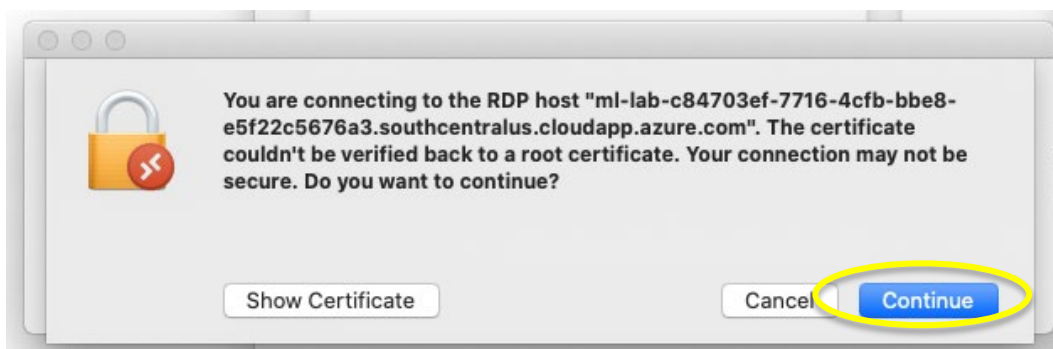
Enter the password "UCSBLibrary!" in the password box for collabuser. The username should already be filled in preceded by ~\). Click Continue to complete the connection to your Azure Labs machine.
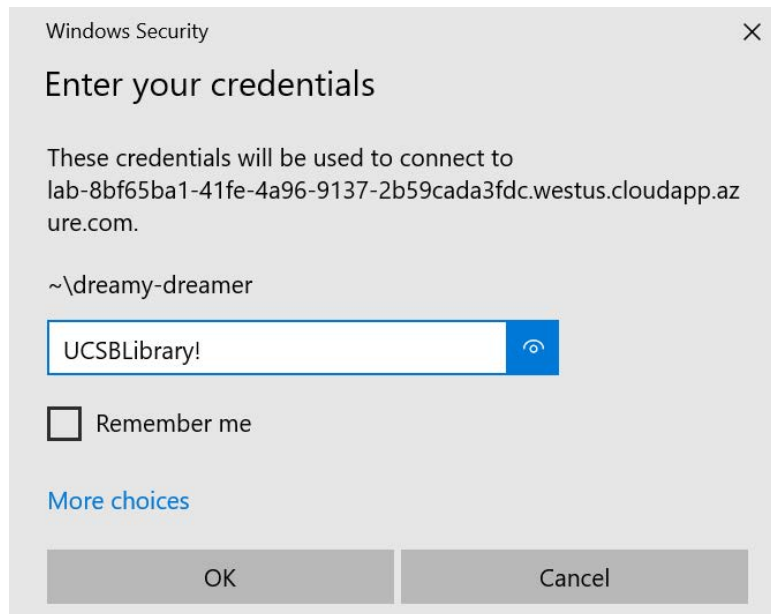

At this point, you will see the usual Windows sign-on screen. There may be additional popups for settings. You should select "skip for now" if they come up during this time, it will not affect your VM.
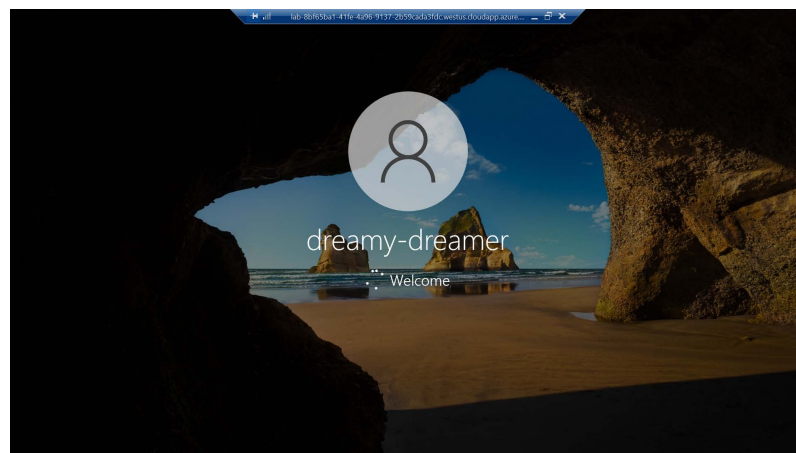
Sometimes, a set up popup will load when you logon. Please disregard these popups and select "skip now" or "cancel" if they show up.
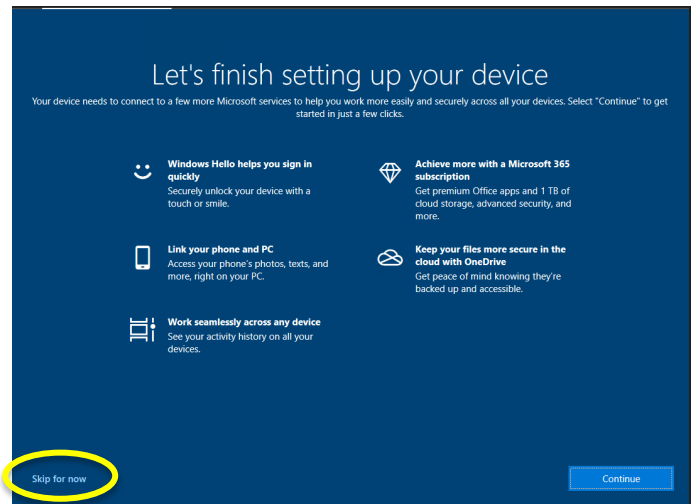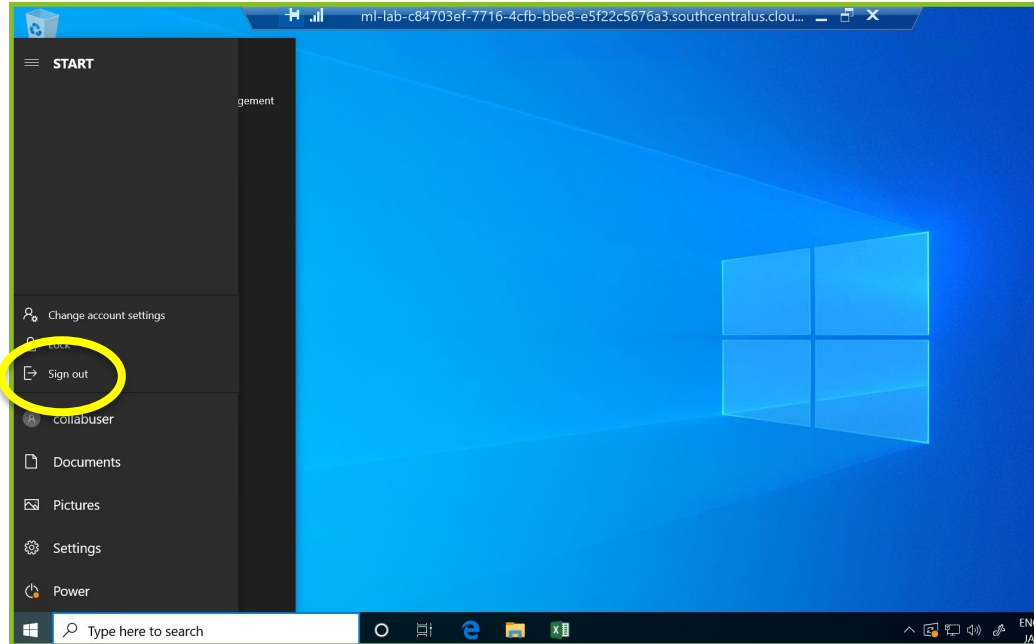
Once you complete the sign-on process, you will see this screen. Now you can go to the program tab and look for the software you'd like to use
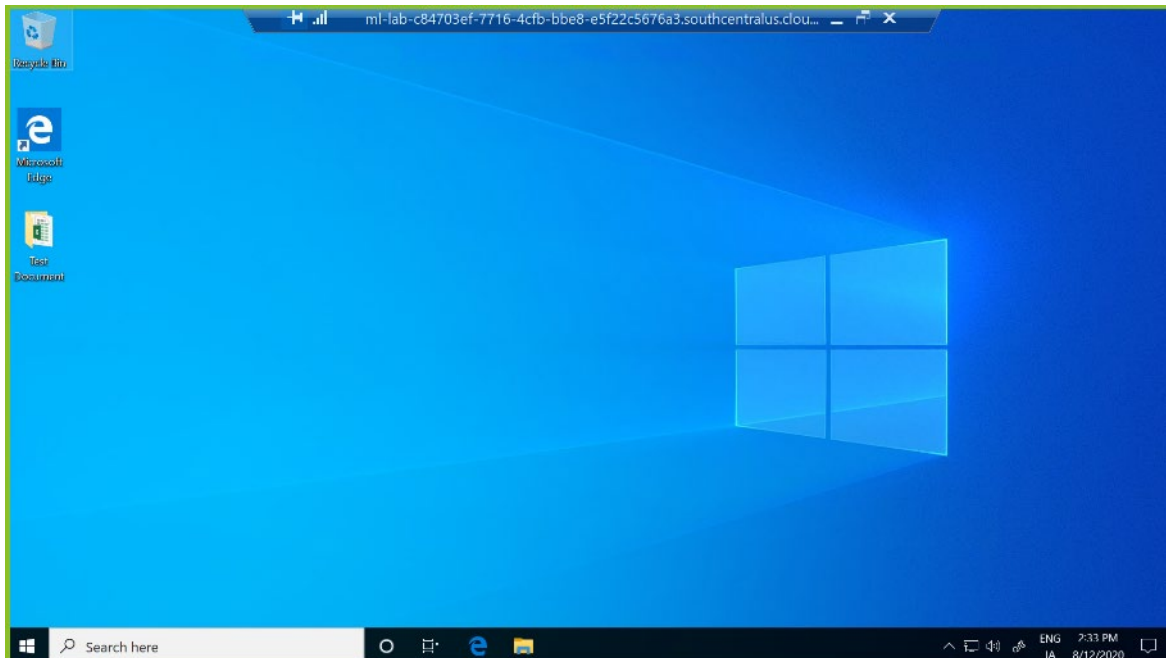
4. Sign out of VM

After you are done using the VM rather than powering it off, go to the program bar and select "Sign Out".

5. Stop machine and Sign out of Microsoft

IMPORTANT: If you don't stop your machine, your time will keep being used, EVEN if you signed out of the virtual machine in the first step.