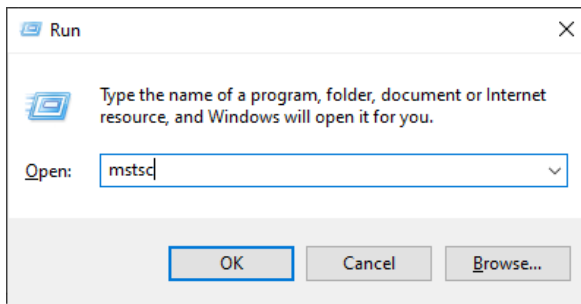


## NVivo 15 help guide: Steps to access

Step 1: Press **windows + R** button on keyboard.

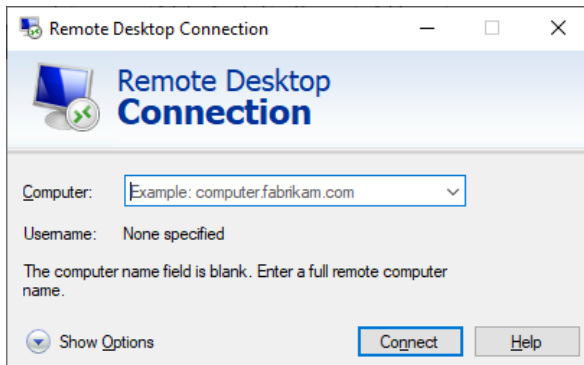


Step 2: Type mstsc and click on ok button

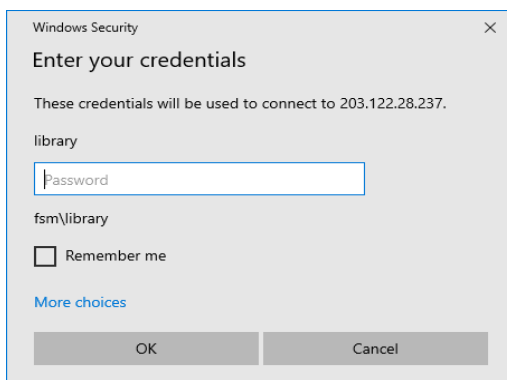


Step 3: Type any one IP from the below list and then click on connect

192.240.4.91:32974  
192.240.4.92:32975  
192.240.4.93:32976  
192.240.4.94:32977



Step 4: Enter Username and password.



Username: library  
Password: L!b\$N@754628

**Note: Please do not disclose the above IP addresses, Username and Password to unauthorized person.**