

## How to Install IBM PComm for LACOE Staff and District VPN Users

### A. Requirements

1. The installation requires Local Administrator privileges.
2. PComm runs on Windows 7, 8x, and 10.
3. The computer should have a minimum of 125 MB of free disk space.
4. The computer should have a minimum of 64 MB of memory, recommended 128MB.

### B. How to install IBM PComm

1. Close all open applications since the installation will require a restart.
2. Open a web browser.
3. Type ***https://charter.lacoe.edu***.
4. The user name is ***hrs***. The password is ***Lc789&4All***.
5. Select the download file based for your version of Windows operating system.
6. When prompted ***Do you want to run or save the file?***, select ***Run***.
7. When prompted ***The publisher could not be verified. Are you sure you want to run this software***, select ***Run***.
8. When the ***License Agreement*** is displayed, select ***I accept the terms in the license agreement***. Then, select ***Next***.
9. The PComm software will start to install on your hard drive. The installation will take couple of minutes.
10. When prompted to restart your computer, click on ***Yes***. Your computer will restart shortly. The installation is now complete.

