

Home Access Plus User Guide



Home Access Plus allows access to locally stored CBS Network 'My Files' and 'Shared Areas', on any device, with any browser.

To access Home Access Plus follow these instructions:

Go to <https://hap.omaghcbcs.org>

- A screen stating that this website is not trusted may pop-up.
- Our school uses a self-signed server certificate so HAP+ is perfectly safe.
- Press the **Proceed** or **Continue** button as this is a trusted site.



Home Access Plus+

Access your school from Home

Username:
Password:

Login

You will now see the HAP+ login screen.

- Enter your **CBS network username and password** and click **Login**.
- Select '**My Files**' to view your home drive & shared network drives

What Can I do in Home Access Plus?

Manage Your Account details:

- You can change your password
- You see available storage within your CBS Network area.

Access your Emails

Quick access to your School Directories:

- Your CBS Network 'H' Drive
- Your school network shared drives (L Pool, Staff Only, Student ICT Area).

