

# Bloomberg Terminal Access for Academic Institutions during COVID-19

Quickly and practically get access to Bloomberg Terminals, no matter where students and faculty are located.

Bloomberg's Disaster Recovery (DR) service is designed to provide temporary remote access to Bloomberg Terminal subscriptions, as part of an academic institution's overall business continuity plan.

## Two options for staying connected

### **Bloomberg Anywhere® Subscribers**

A dedicated Terminal subscription that can be used anywhere. Requires your Bloomberg Terminal® credentials and authentication with a B-Unit or B-Unit app.

### **Non-Bloomberg Anywhere (Shared Bloomberg Terminal) Subscribers**

Give students and faculty temporary access to remote login. Requires an active Bloomberg Terminal login. Use login credentials and a code sent to a verified school email or verified mobile phone number. Limited to one concurrent login session.

## Students with an Existing Bloomberg Terminal Login

When using Bloomberg's Disaster Recovery service, users with an existing shared Bloomberg Terminal can access a Terminal through Bloomberg's remote access portal.

**Step 1:** Navigate to <https://bba.bloomberg.net>

**Step 2:** Enter Bloomberg Terminal username and password

**Step 3:** Verify your identity with a code sent to your enrolled e-mail or mobile phone

**Step 4:** Click the down arrow to the right of the "Launch" button and select "Launch within

the browser”

**Help:** For additional help with the login process, please refer to <https://bba.bloomberg.com/help>

### Students without a Bloomberg Terminal login

Students without a shared Bloomberg Terminal login will need to create a Bloomberg for Education account. This will allow Bloomberg to assign the student to the appropriate academic institution. Once the student has created a Bloomberg for Education account, any faculty member at the academic institution can use their personal Bloomberg for Education account to authorize the student for Bloomberg Terminal access. After a faculty member authorizes the student, the student can create a Bloomberg Terminal login using their Bloomberg for Education account.

#### 1. Student Creates a Bloomberg for Education Account

**Step 1:** Student navigates to Bloomberg for Education’s web portal (<https://portal.bloomberforeducation.com/register>) and select the “Signup as a Learner” button.

**Step 2:** Student enters contact information with the school approved email domain and select the “Sign Up” button. If a student creates an account with a personal email domain, they will not be linked with their academic institution and be unable to create a Terminal login.

**Step 3:** Student verifies their identity with the verification email. A BMC subscription is not required for Terminal access. Students solely interested in accessing a Bloomberg Terminal can ignore the BMC paywall by clicking the Terminal Access tab. A faculty member will need to authorize their account for access to a Bloomberg Terminal login.

#### 2. Faculty Authorizes Student for a Bloomberg Terminal Login

**Step 4:** Faculty navigate to the Bloomberg for Education web portal (<https://portal.bloomberforeducation.com/login>) and log in. Faculty without an existing account can create a “Professor” account for free. The Bloomberg for Education team will individually verify each request.

**Step 5:** Faculty navigate to the Terminals tab of the website to see the students associated with their academic institution. From this page, faculty use the filtering tool to find specific students. Once a student is found, faculty toggle the “Status” of the student to authorize them for a Bloomberg Terminal login.

- The Bloomberg Terminals at an academic institution are grouped into Bloomberg Customers. Academic institutions that have separated their Bloomberg Terminals into more than one Bloomberg Customer will need to specify which Bloomberg Customer the student should be associated with.

- Faculty cannot change the status of students that have already created a Bloomberg Terminal login.

### **3. Student Creates a Bloomberg Terminal Login**

**Step 6:** Student navigates to the Terminal Access tab on the Bloomberg for Education web portal and follows the account creation wizard to create a shared Bloomberg Terminal login.

**Step 7:** Once the Bloomberg Terminal account is created, students follow the instructions in the section titled Students with an Existing Shared Bloomberg Terminal Login.

## **Common Questions**

### **Can my students access any of the shared Terminals in my finance lab?**

Students and faculty with shared Bloomberg Terminal logins will be randomly assigned a specific Terminal from the Bloomberg Customer that was assigned to them. This is the only terminal that student or faculty member can log into. If another student or faculty member is using the terminal, the student or faculty trying to login will be able to kick off the current user or come back another time.

### **How will I know a student has registered on the Bloomberg for Education website?**

Alerting faculty that a student has registered for an account on the Bloomberg for Education website can create hundreds of unwanted notifications. We recommend creating a workflow for students to register by a specific date or creating a shared inbox where students can individually request access to a Bloomberg Terminal.

### **Can I provide access to Terminals through my school's remote network?**

Yes, accessing Bloomberg Terminals through a school's remote network is currently allowed. This policy is subject to change as we continue to invest in our technology infrastructure to make the remote experience better.

### **How can I block times for classes to use the Terminal?**

Bloomberg does not have a solution that will allow schools to block users from using the Terminal at specific times. We recommend you create a schedule for general use the same way you would for an in-person lab and message the blocked times to students as part of the code of conduct for lab use.

### **How will Bloomberg Anywhere (BBA) Users be impacted?**

Bloomberg Anywhere users have dedicated licenses are not impacted by shared Terminal users.

**Learn More:** for more information on how Bloomberg's Disaster Recovery Services can complement your emergency preparedness efforts, contact your Bloomberg representative.