# Using a VNC viewer to operate the Toshiba touch panel virtually from a PC

Using a VNC viewer to interact with the Toshiba Touch Panel is a convenient way to save back & forth trips to the copier or walking others through what to do over the phone allowing you to do it yourself from your PC.

The first thing you need to do is make sure the VNC function is turned on. To do that you will login to Top Access via a web browser. If you're on the same network as the copier all you need it the IP address. Type the IP address into the URL field on the copier and hit enter. It will resolve to x.x.x.x/?MAIN=TOPACCESS after you hit enter, but typing only the IP address is all that is needed to get there.
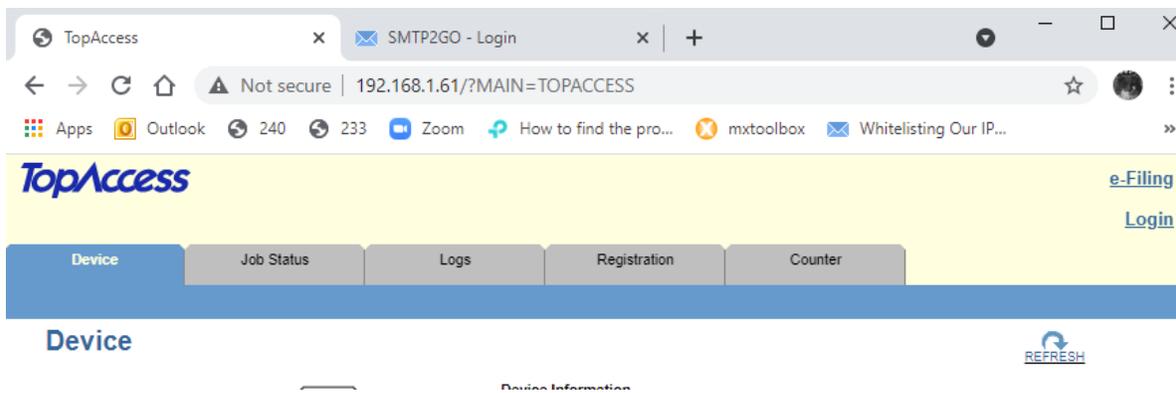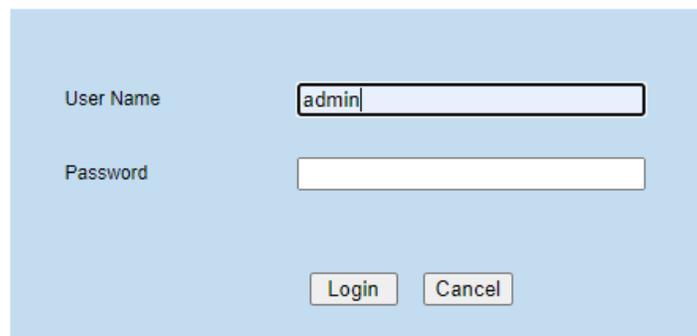

Next you need to login in order to access the additional network functions. The default login info:

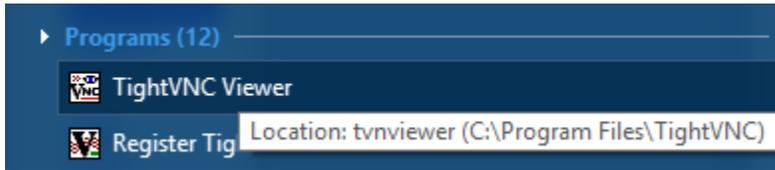 Username: admin

Password: 123456

Once you're logged in you will go to the **Administration** tab, then **Setup**, then **Network**, and down at the bottom you should see **VNC Setting**, click on that to get to where you **enable the VNC Viewer**. Just make sure you hit save.

Now that this is turned on, if you don't have a VNC viewer the one I use is called Tight VNC. You can download it here: https://www.tightvnc.com/download.php

The install is simple and once it is installed you just run the VNC Viewer.

It will pop up with this window. Type the IP address and hit connect. The default password is: d9kvgn

If that password fails then someone has changed the password & if no one knows what that password is then the only way to fix the issue would be to completely reload the machine from scratch. I've only seen maybe 1 or 2 that have the passwords changed & if you're concerned about security, you can always turn the VNC viewer off in Top Access once you're done using it. Obviously logging into Top Access is rather easy as well, but we never change the password for that so only IT professionals who are documenting everything they do should change that as losing the password also can create issue down the road.
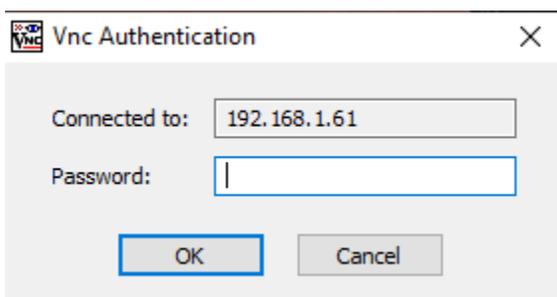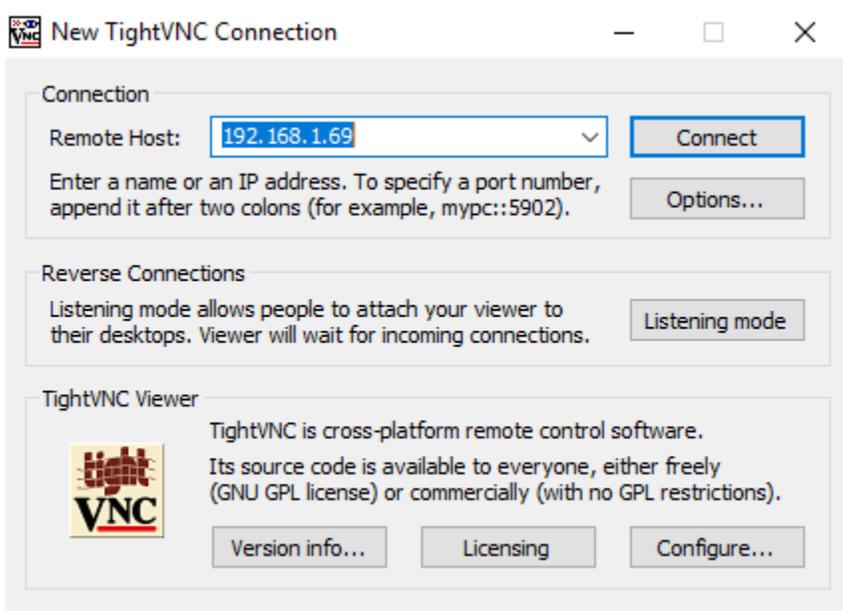
Finally, once you're connected, the interface will look like this. There is a lot you can do from here including create short-cut icons for any scan to folder paths that may have been created & you can run test scans for anything you're setting up as it will just scan the glass for your test when you run it remotely.