



# Event Handbook

## Activating Azure for Students Account

1. Go to <https://azure.microsoft.com/en-us/free/students>
2. Click on Sign In
3. Enter your BUP or University Email Address & Password
4. Go to <https://azure.microsoft.com/en-us/free/students> again
5. Click on Activate now
6. Select Bangladesh as country and Enter your mobile number
7. Click on text me or call me
8. Complete verification with code from your mobile phone
9. Select country & insert other details
10. No need to click on the box regarding VAT
11. Click on "I agree to subscription agreement..."
12. Click on Sign up
13. Click on Submit (if required)
14. Now go to <https://portal.azure.com> and enjoy!
15. Also check your student email inbox for confirmation of USD100 Azure credit activation

## Recommended Microsoft Learn Paths

- [Azure Fundamentals part 1: Describe core Azure concepts](#)
- [Azure Fundamentals part 2: Describe core Azure services](#)

## Creating Virtual Machine

1. Go to <https://portal.azure.com/#home>
2. Sign in with your BUP or University Email (if required)
3. Click on Virtual machines
4. Click on +Add
5. Click on +Virtual machine
6. In resource group, click on Create new
7. Insert any name and click Create
8. Enter your desired virtual machine name
9. Select region (Recommended: Asia Pacific)
10. Select image (Recommended: Windows Server 2016)
11. Select size (Recommended: Standard\_D4s\_v3)
12. Set username & password (Be sure to remember it)
13. Keep clicking next till the last page
14. On the last page click on Create
15. Now wait for 5 minutes
16. Go to <https://portal.azure.com/#home>
17. Click on Virtual machines
18. You will see your newly created virtual machines listed

## Recommended Microsoft Learn Paths

- [Introduction to Azure virtual machines](#)
- [Create a Windows virtual machine in Azure](#)

## Accessing Virtual Machine

1. Go to <https://portal.azure.com/#home>
2. Sign in with your BUP or University Email (if required)
3. Click on Virtual machines
4. Click on the name of your virtual machine
5. Click on Connect > RDP
6. Click on Download RDP File
7. Now double click on your downloaded file
8. Insert username & password
9. Ignore any warnings
10. It will take a few moments to get into your virtual machine
11. Done

### ▪ **Alternatively**

1. Search for Remote Desktop Connection on your PC
2. Insert the Public IP Address of your virtual machine (follow step 1-6 to get the IP address)
3. Click on Connect
4. Insert username & password
5. Ignore any warnings
6. Done

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