

# Virtual Alabama Download Instructions

## June 2009

1. Go to Virtual Alabama website at [www.virtu-al.org](http://www.virtu-al.org)
2. Click on Virtual Alabama tab
3. Select Request an Account



4. Click here to request account (make sure your email account user under internet options is set to your Groupwise account). Alternately you can send an email from your ACES account to [admin@virtu-al.org](mailto:admin@virtu-al.org). In the subject line, type Virtual Alabama account request and in the body of the email include your Title, Name, Organization, Work phone and Work street address with city, state and zip.



5. You will receive an email with your account information. Follow the instructions in the email for downloading and installing Virtual Alabama. Make sure your email is set to view in HTML when you read the email with installation instructions.  
\*Please note that under the user agreement you can only use the software on one computer per license and that use is for government purposes only.\*

