

# **Bloomberg**

## **Login Instructions for Free Trials**

May 2022

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**Bloomberg**

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## Login instructions on the Bloomberg Software

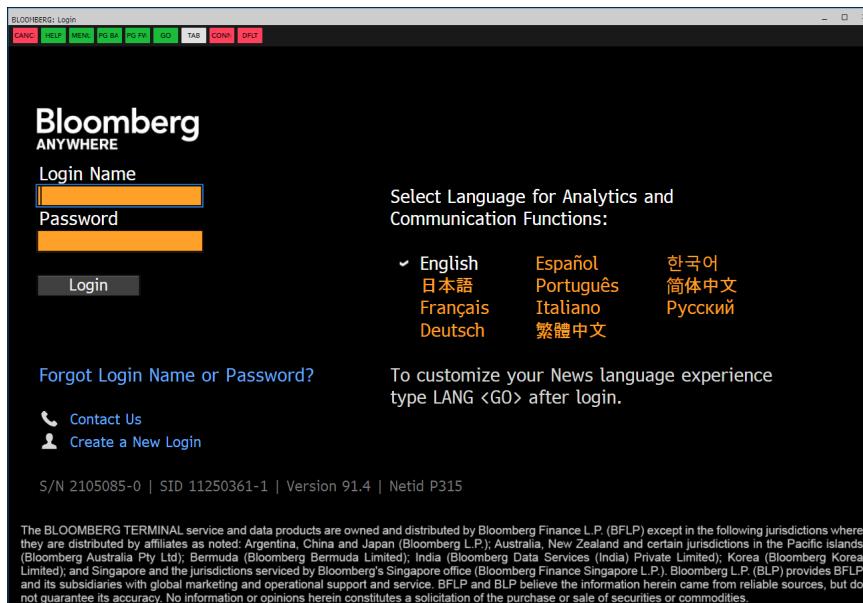
Steps:

1. On your desktop, double-click the green Bloomberg software icon.



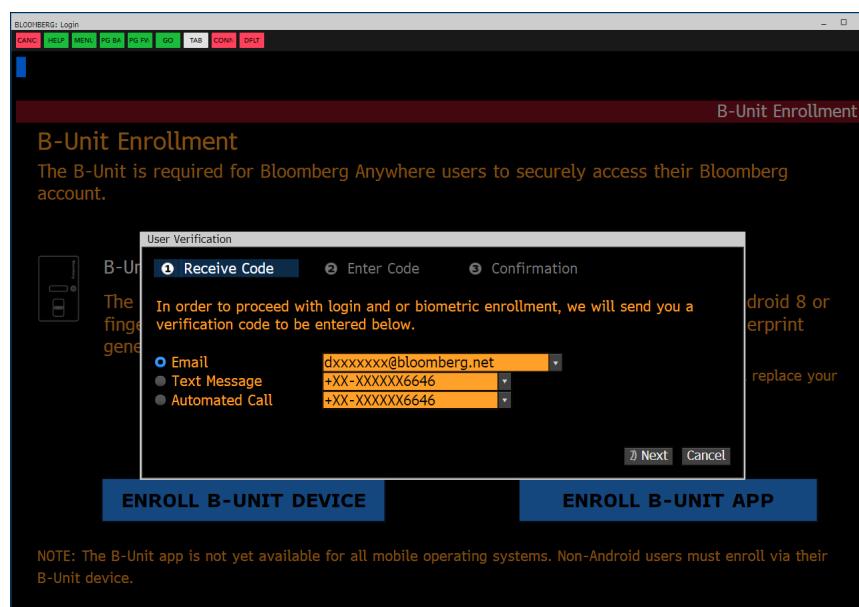
The Bloomberg login screen appears.

2. Enter your Bloomberg login name and password, then click the **Login** button.

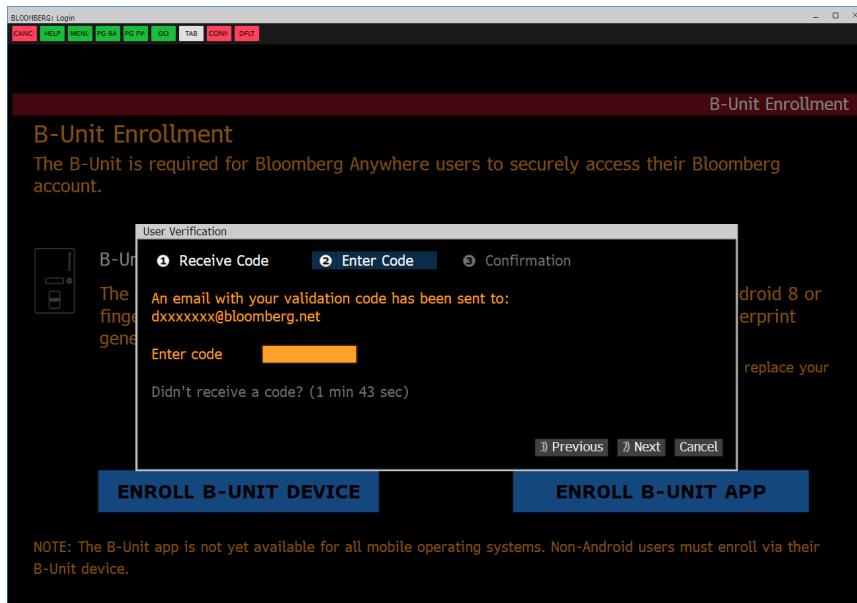


*If the Bloomberg keyboard is plugged in: the keyboard enrollment screen will be prompted upon login. Please follow the instruction and complete the enrollment.*

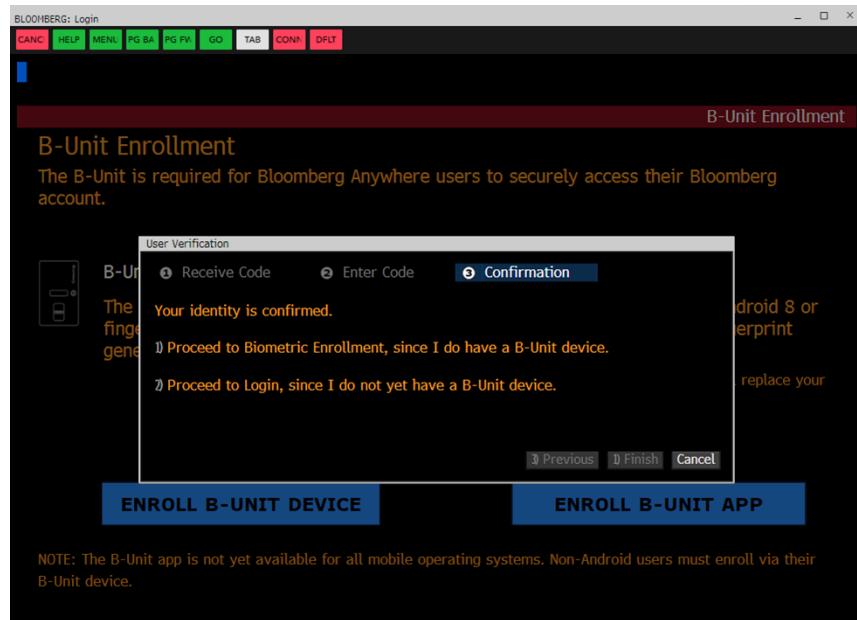
3. Select one of the options to verify your identity



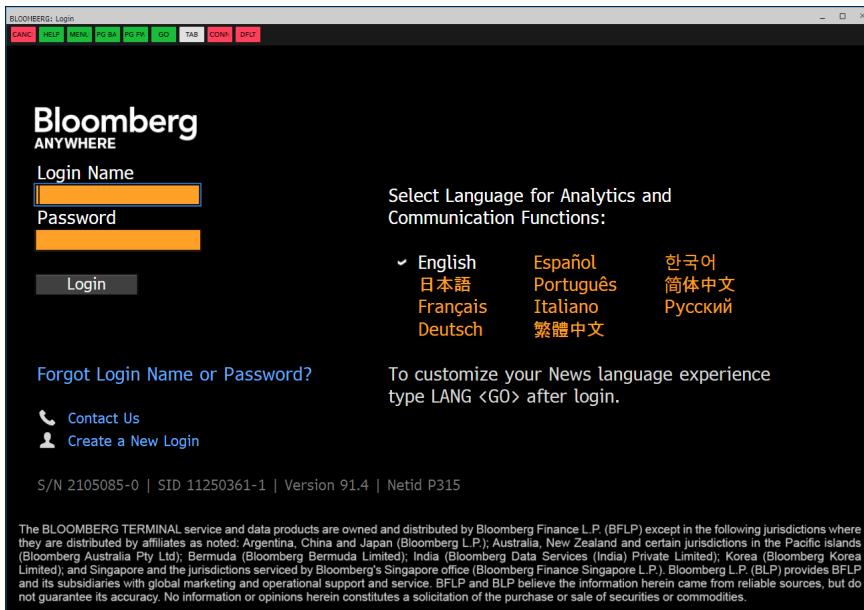
4. Enter the code that is sent to your selected method of verification



5. Select option 2 "Proceed to Login, since i do not yet have a B-Unit device."



6. Return to the Login screen and log in again.

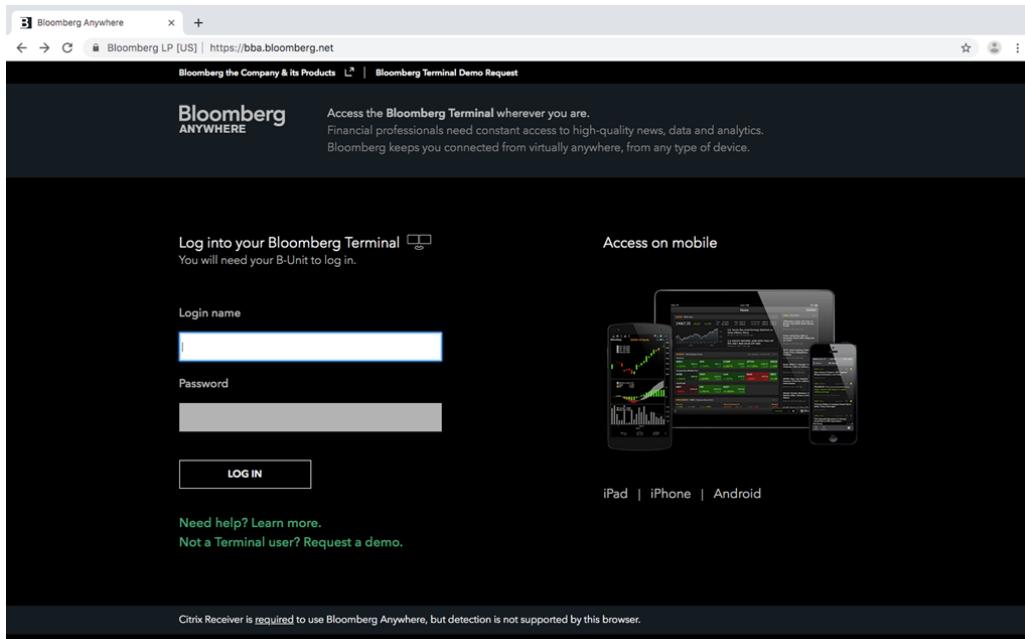


*If the Bloomberg keyboard is plugged in and the enrollment is complete: after step 6, keyboard verification will be required. Follow the prompt to validate and to log in.*

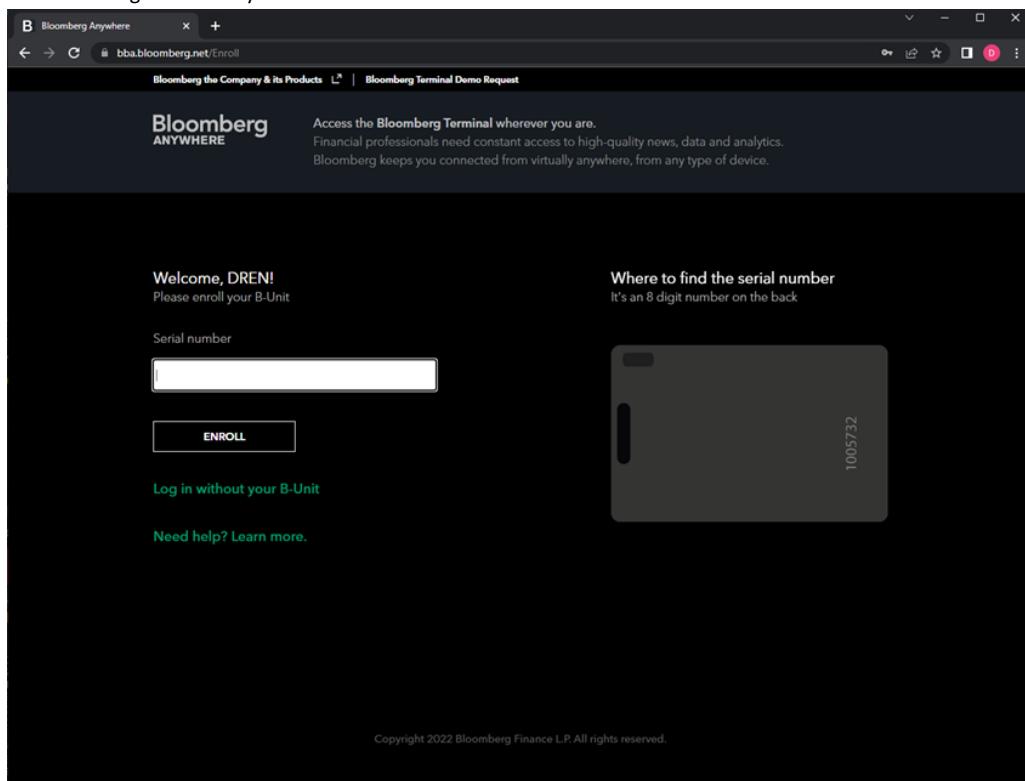
## Login instructions on the Bloomberg Website with Citrix Workspace

Steps:

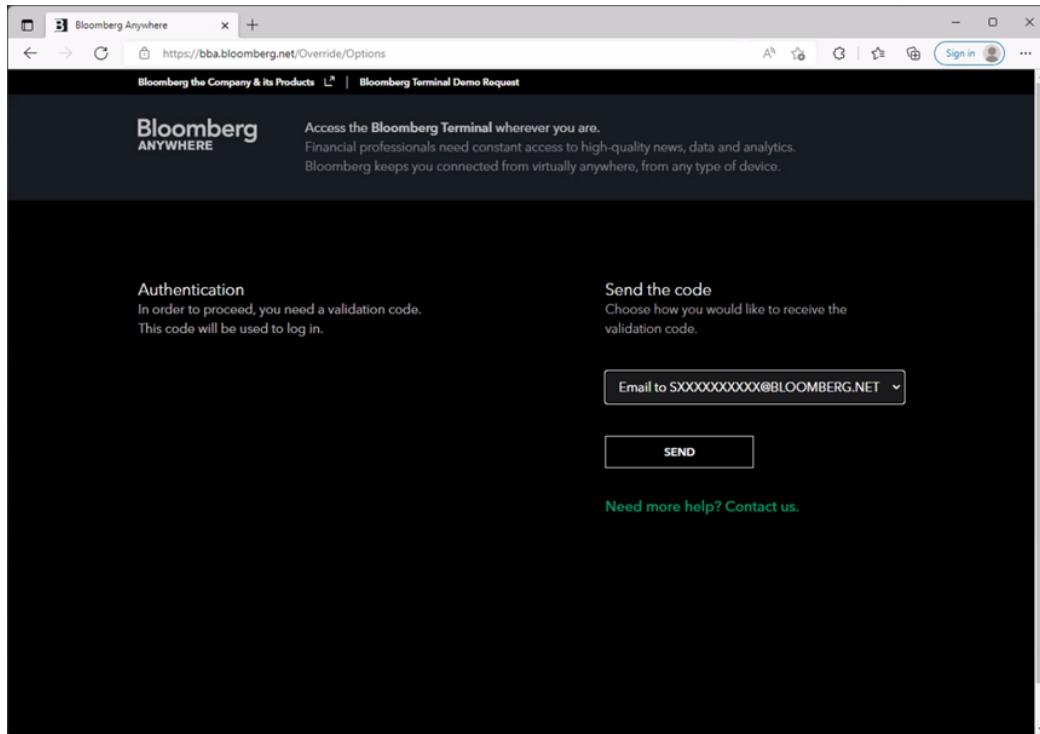
1. Go to [bba.bloomberg.net](https://bba.bloomberg.net)
2. Enter your login name and password and click "LOG IN"



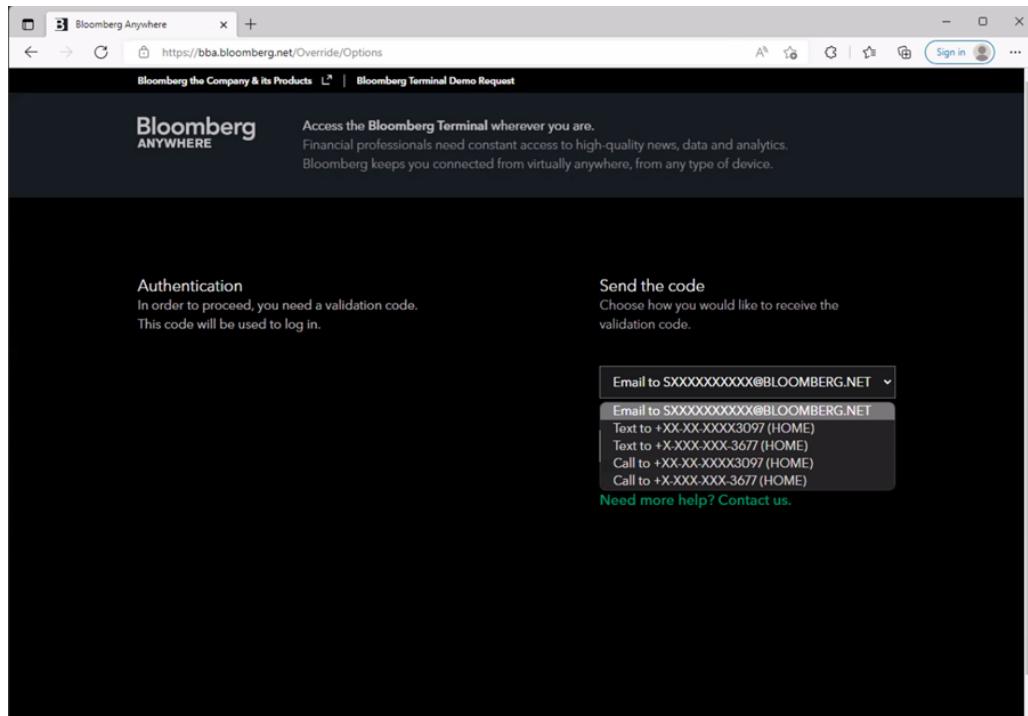
3. Select "Log in without your B-Unit"



4. Click the drop down to select a different verification method

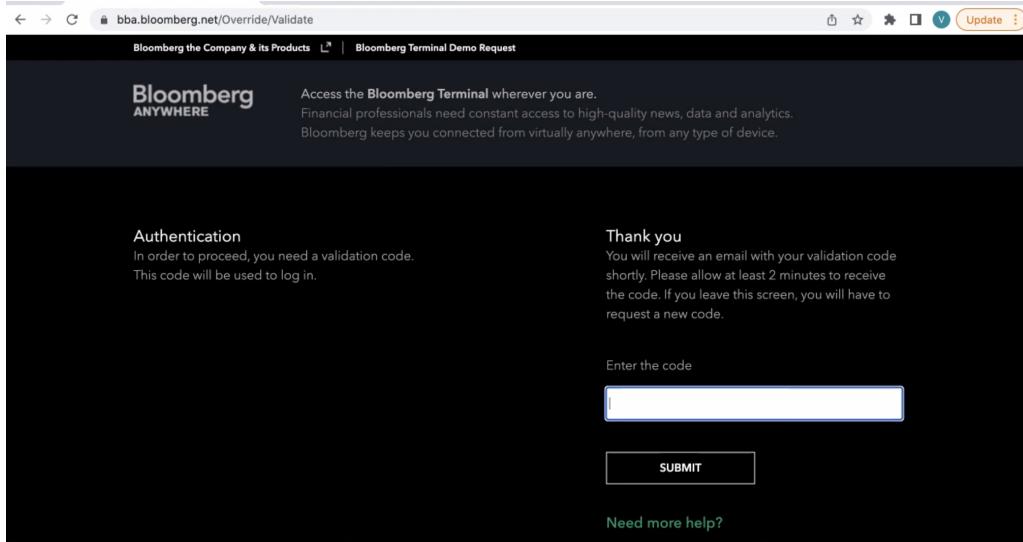


5. Choose how you would like to receive the validation code and click on "Send"



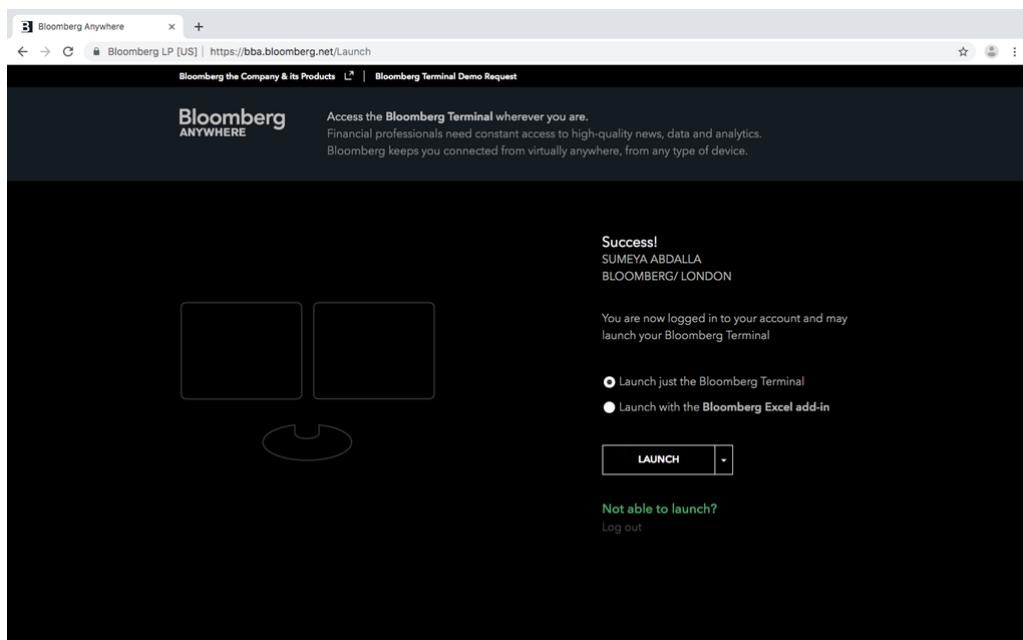
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6. Enter the code that is sent to your selected method of verification



The screenshot shows a web browser window with the URL <https://bba.bloomberg.net/Override/Validate>. The page is titled "Bloomberg the Company & its Products" and "Bloomberg Terminal Demo Request". The main content area has two columns: "Authentication" on the left and "Thank you" on the right. The "Authentication" section contains the text: "In order to proceed, you need a validation code. This code will be used to log in." The "Thank you" section contains: "Access the Bloomberg Terminal wherever you are. Financial professionals need constant access to high-quality news, data and analytics. Bloomberg keeps you connected from virtually anywhere, from any type of device." Below these sections is a form with a text input field labeled "Enter the code" and a "SUBMIT" button. At the bottom of the page is a link "Need more help?".

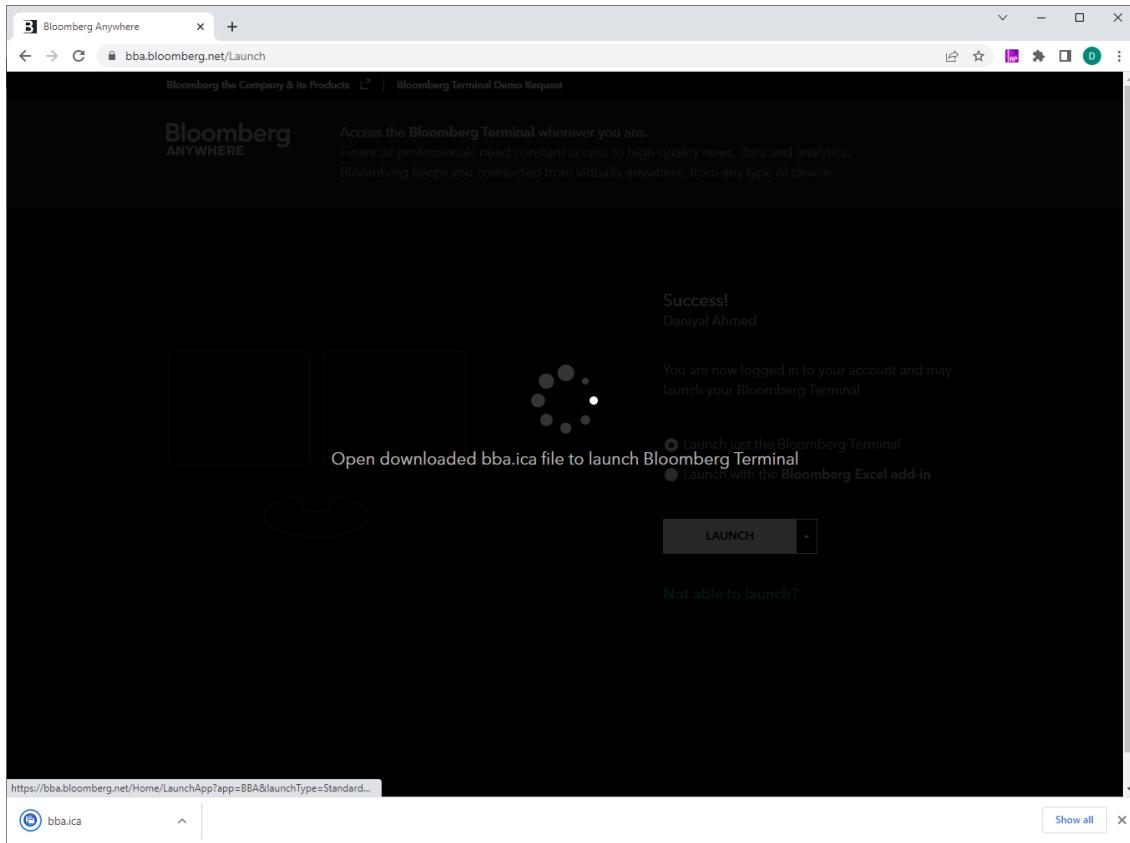
7. Click "Launch" to log in to Bloomberg **with** the Citrix workspace



The screenshot shows a web browser window with the URL <https://bba.bloomberg.net/Launch>. The page is titled "Bloomberg the Company & its Products" and "Bloomberg Terminal Demo Request". The main content area has two columns: "Success!" on the left and "Launch" options on the right. The "Success!" section displays the user's name "SUMEYA ABDALLA" and location "BLOOMBERG/ LONDON". Below this is a message: "You are now logged in to your account and may launch your Bloomberg Terminal". There are two radio buttons for launching: "Launch just the Bloomberg Terminal" (selected) and "Launch with the Bloomberg Excel add-in". Below these buttons is a "LAUNCH" button with a dropdown arrow. At the bottom of the page is a link "Not able to launch? Log out".

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8. Click the downloaded bba.ica file to launch the Terminal with Citrix



Alternatively click the drop down and select "Launch within the browser" to log in to Bloomberg **without** the Citrix workspace

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**Take the next step.**

For additional information,  
press the <HELP> key twice on  
the Bloomberg Terminal®.  
[bloomberg.com/professional](http://bloomberg.com/professional)

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<b>Dubai</b> +971 4 364 1000	<b>London</b> +44 20 7330 7500	<b>San Francisco</b> +1 415 912 2960	<b>Sydney</b> +61 2 9777 8600
<b>Frankfurt</b> +49 69 9204 1210	<b>Mumbai</b> +91 22 6120 3600	<b>Sao Paulo</b> +55 11 2395 9000	<b>Tokyo</b> +81-3-4565-8900

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