Using Remote Desktop Connection

You must be logged into Pulse Secure and VPN in order to proceed with using Remote Desktop Connection. To obtain Pulse Secure for your computer, <u>Submit a Ticket</u> to the OIT Help Desk. An SMCM IT Technician will also need to configure your desktop workstation to allow for Remote Desktop Connections. For how to install Pulse Secure VPN to your computer, <u>click here</u>.

YOU MUST LEAVE YOUR DESKTOP COMPUTER TURNED ON AT YOUR OFFICE WORK STATION IN ORDER FOR YOU TO BE ABLE TO USE REMOTE DESKTOP ON YOUR LAPTOP COMPUTER FROM OFF SITE.

How to Obtain Your Office Computer Name

1. In the lower left hand corner of your computer screen you will see the search taskbar.



 Type in the search bar "This PC" which will bring up and highlight "This PC." Right click on This PC using your mouse which will bring up a list of options. Click on "Properties. This will allow you to obtain the name of your computer which is required in the next step.

System				- 0	×
\leftrightarrow \rightarrow \checkmark \Uparrow 🔛 \diamond Control Pa	nel > All Control Panel Items >	System	~ Ū	Search Control Panel	<i>م</i>
Control Panel Home	View basic information	about your computer			
😌 Device Manager	Windows edition				
💎 Remote settings	Windows 10 Enterprise				
System protection	© 2018 Microsoft Corporation. All rights reserved.			indows	10
🎈 Advanced system settings		-	V V		10
	System				
	Processor:	Intel(R) Core(TM) i5-8500 CPU @ 3.00GHz 3.00 GHz			
	Installed memory (RAM):	16.0 GB (15.8 GB usable)			
	System type:	64-bit Operating System, x64-based processor			
	Pen and Touch:	No Pen or Touch Input is available for this Display			
	Computer name, domain, and	workgroup settings			
	Computer name:	IT-W10-0238		Change s	ettings
	Full computer name:	IT-W10-0238.smcm.edu			
	Computer description:				
	Domain:	smcm.edu			
	Windows activation				
	Windows is activated Rea	d the Microsoft Software License Terms			
	Product ID: 00329-10181-61211-AA984			Change prod	uct key
See also					
Security and Maintenance					

How to Connect To Your Office Desktop Computer Using Remote Desktop

3. In the lower left hand corner of your computer screen in the search taskbar,



type in Remote Desktop and left click on it. This will bring up the following screen requiring you to enter your computer name you obtained from Step 2.



4. Once you have typed in the Computer Name, you will see the following screen showing the computer name and the user name.

Nemote	Desktop Connection	_	-		×
	Remote Desktop Connection				
Computer: User name: You will be as	VDI-RDCB.SMCM.EDU SMCM\msmith3 sked for credentials when you cor	inect.	~		
Show O	ptions	Connec	xt	H	lelp

- 5. Next, click the **Connect** button at the bottom of the Remote Desktop Connection screen.
- 6. On the next screen, you will be asked to enter your login password that you use to log on with every day. Enter your password and click **OK**.

Windows Security					
Enter your credentials					
These credentials will be used to connect to VDI- RDCB.SMCM.EDU.					
Smith, Lisa M					
Password					
SMCM\Imsmith3					
Remember me					
Caps Lock is on					
More choices					
ОК	Cancel				

7. After you click OK, you should have successfully established a Remote Desktop Connection.