



Remote Desktop Connection

7/27/2017

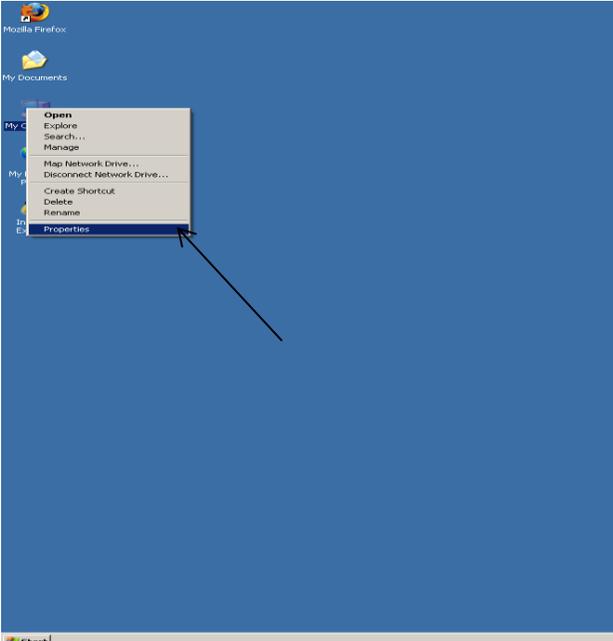
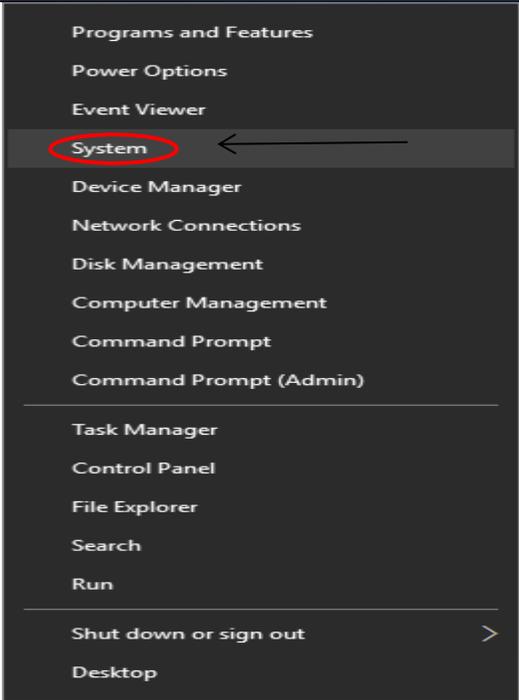
Every Windows version beginning with Windows XP includes an installed Remote Desktop Connection client. With Remote Desktop Connection, you can access a computer running Windows from another computer running Windows that is connected to the Internet. For example, you can use all of your work computer’s programs, files, and network resources from your home computer, and it’s just like you’re sitting in front of your computer at work.

To connect to a remote computer (your CSU PC), that computer must be turned on, it must have a network connection, Remote Desktop must be enabled, and you must have network access to the remote computer (this could be through the Internet).

The steps may vary slightly between the different versions of Windows. Where necessary we illustrate the difference with Windows 7 on the left and Window 10 on the right.

Your Remote Computer (CSU PC)

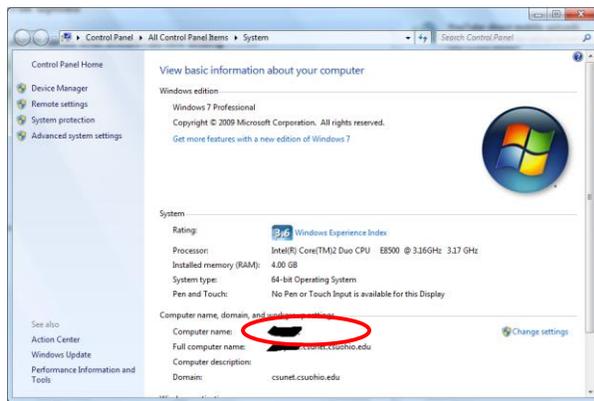
Step 1

Windows XP	Windows 10
The ‘System Properties’ dialogue box will open. Click on the ‘Computer Name’ tab.	Right click the windows icon in the start menu. (Bottom left corner). Then select system
	

Step 2

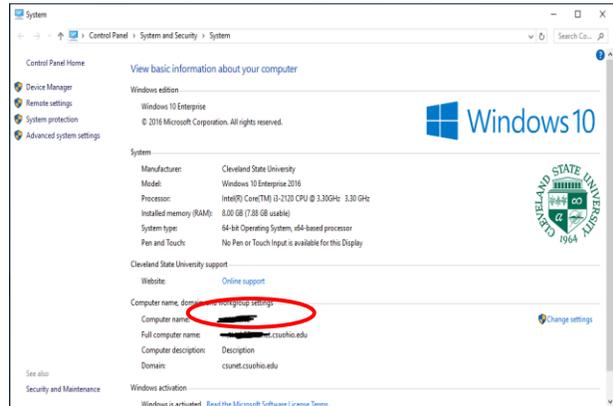
Windows 7

The 'System' dialog box will open. Copy the Full computer name for use later on.



Windows 10

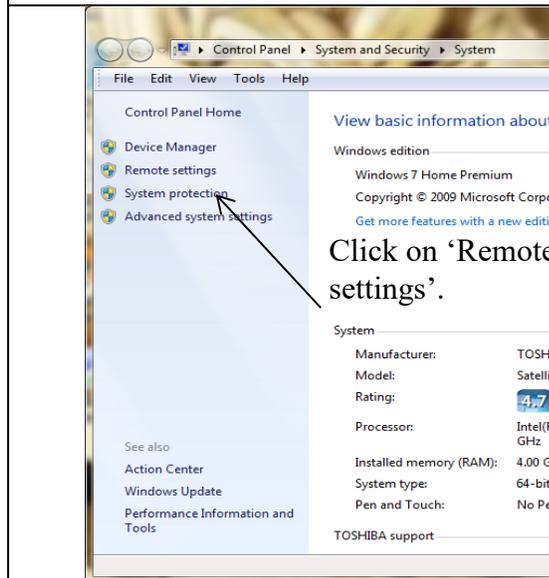
The 'System' dialog box will open. Copy the Full computer name for use later on.



Step 3

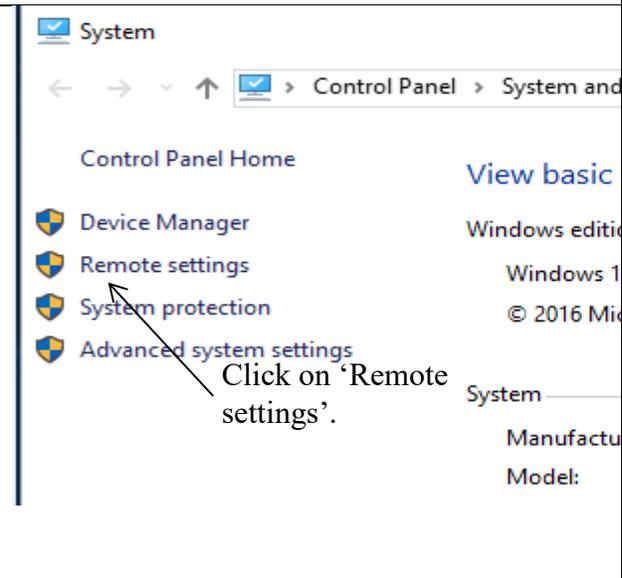
Windows 7

Click on 'Remote settings'.



Windows 10

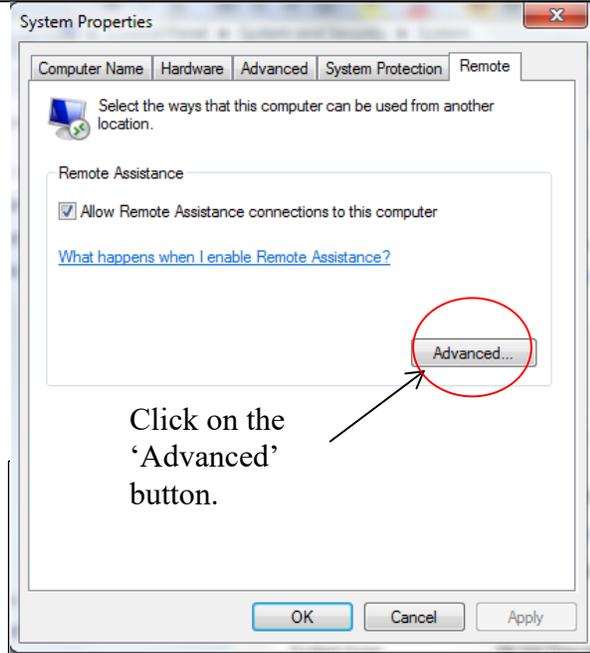
Click on 'Remote settings'.



Step 4

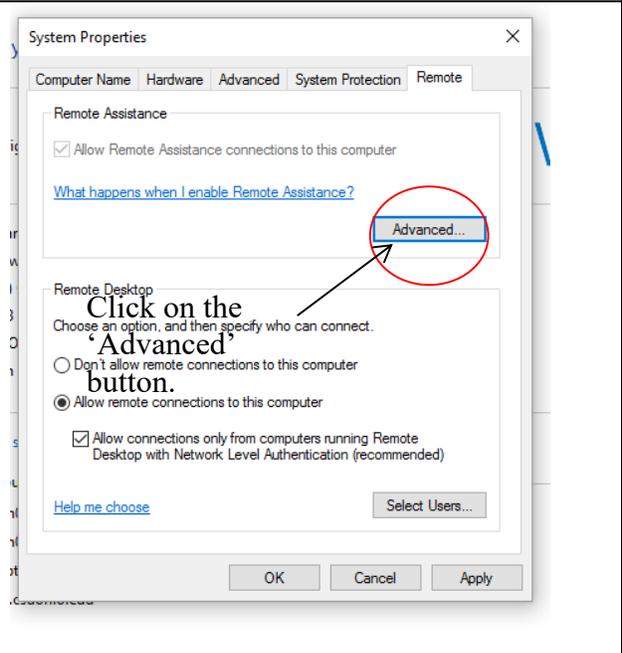
Windows 7

Click on the 'Advanced' button.



Windows 10

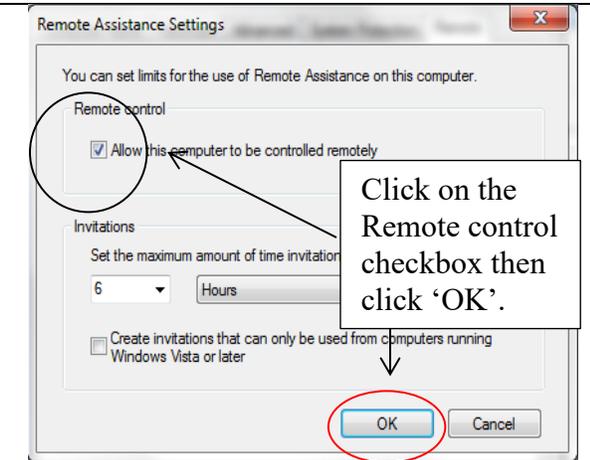
Click on the 'Advanced' button.



Step 5

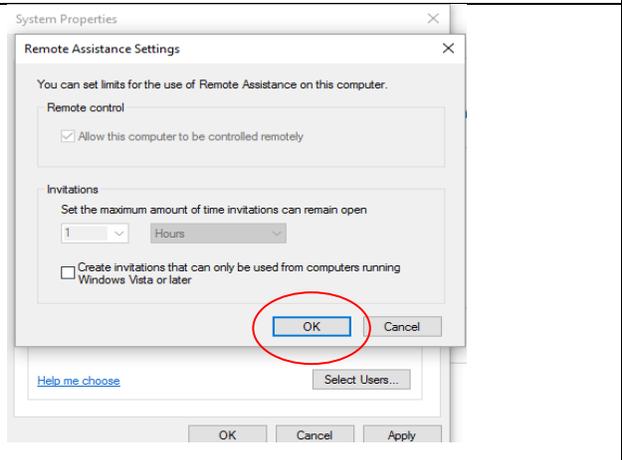
Windows 7

Click on the 'Allow this computer to be controlled remotely' checkbox. Then click on 'OK'.



Windows 10

Make sure the 'Remote Control' box is checked. Then click 'OK'.

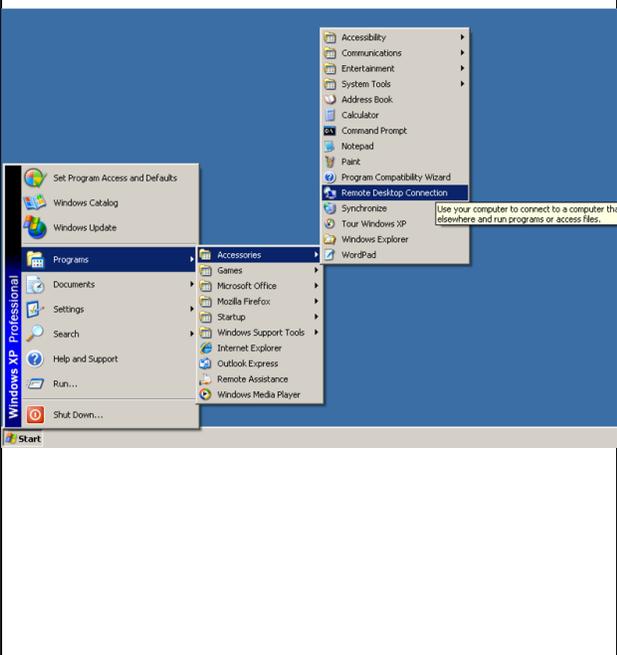
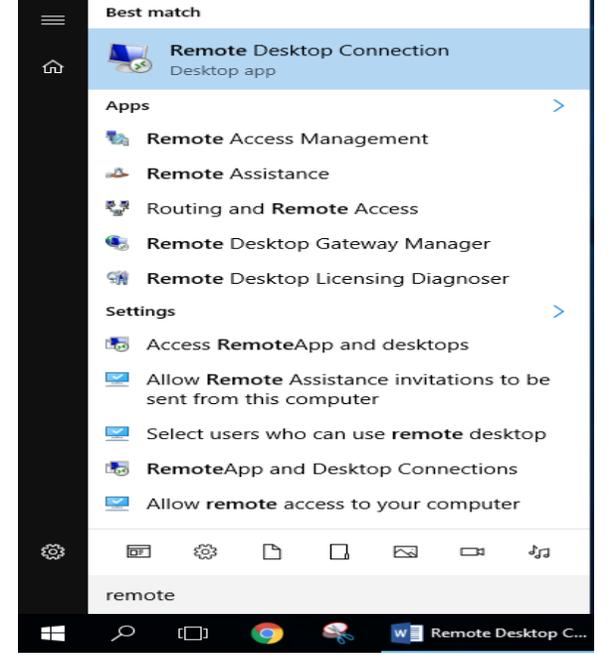


Your Home Computer

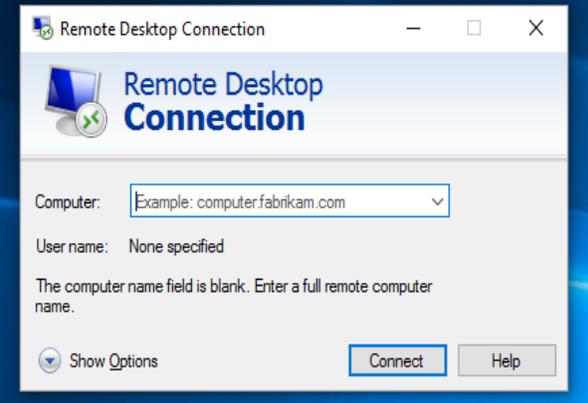
You now need to set up your Remote Desktop Connection at home and tell your home PC to which remote PC to connect.

Below are the instructions for both Windows 7 and Windows 10.

Step 1

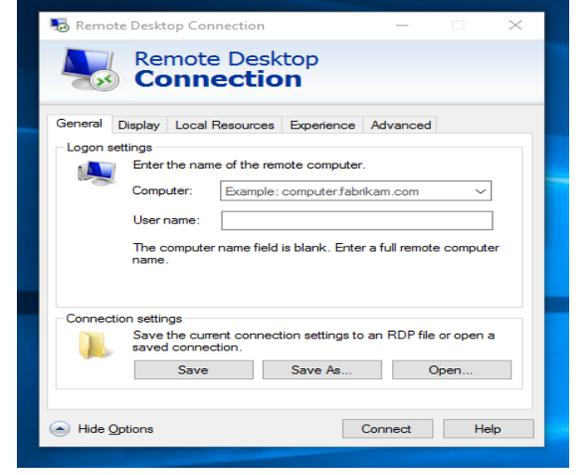
Windows 7 Click on 'Start', 'All Programs', 'Accessories', then 'Remote Desktop Connection'.	Windows 10 In the windows taskbar search remote and 'Remote Desktop Connection' will pop up.
 A screenshot of the Windows 7 Start menu. The 'Start' button is at the bottom left. The 'All Programs' menu is open, showing a list of categories. The 'Accessories' category is selected, and its sub-menu is open, showing various programs. 'Remote Desktop Connection' is highlighted in blue. A tooltip for 'Remote Desktop Connection' is visible, stating 'Use your computer to connect to a computer that is elsewhere and run programs or access files.'	 A screenshot of the Windows 10 search interface. The search bar at the top contains the text 'remote'. Below the search bar, the results are displayed under the heading 'Best match'. The top result is 'Remote Desktop Connection', labeled as a 'Desktop app'. Below this, there is a section for 'Apps' which lists several applications including 'Remote Access Management', 'Remote Assistance', 'Routing and Remote Access', 'Remote Desktop Gateway Manager', and 'Remote Desktop Licensing Diagnoser'. At the bottom, there is a section for 'Settings' which lists several settings related to remote desktop, such as 'Access RemoteApp and desktops', 'Allow Remote Assistance invitations to be sent from this computer', and 'Allow remote access to your computer'. The taskbar at the bottom shows the search icon and the 'Remote Desktop Connection' app icon.

Step 2

<p>Windows 7 Click on 'Options'.</p>	<p>Windows 10 Click on 'Options' dropdown.</p>
	

Step 3

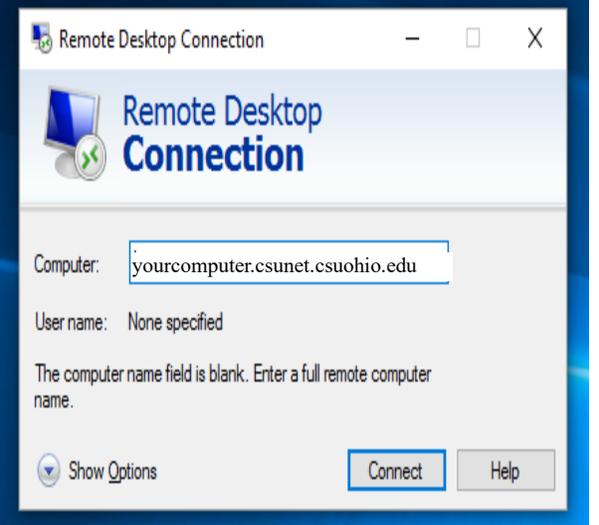
Enter your Full Computer Name (that you copied down earlier) in the 'Computer' field.
 Enter CSUNET\XXXXXXX in the 'User name' field (where XXXXXXX is your CSU ID Number).
 Click on 'Save'.
 Click on 'Options' again to collapse the view.

<p>Windows 7 Follow steps above</p>	<p>Windows 10 Follow steps above.</p>
	



Step 4

Click on the 'Connect' button to connect to your remote PC (CSU PC).

Windows 7 Click on the "Connect" button	Windows 10 Click on the "Connect" button
	

Step 5

Enter your 'User name' (7 digit CSU ID), 'Password' (CampusPass) and CSUNET in the 'Log on to' field to connect to your remote PC (CSU PC).
Click on the 'OK' button. You will now be connected to your remote PC (CSU PC).

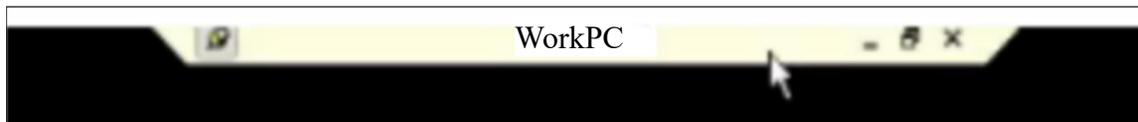




Step 6

Once connected to your remote PC, a 'bar' will appear across the top of your remote connection screen. On the right side of the 'bar' are three buttons. With these buttons you can:

- Minimize your remote connection so you may access your home PC.
- Restore down or maximize the size of your remote connection screen.
- By clicking on the 'X' button you can terminate your remote connection.



Creating a Shortcut on your Home Computer (Windows 7)

1. Left click on 'Start'
2. Left click on 'All Programs'
3. Left click on 'Accessories'
4. Right click on 'Remote Desktop Connection'
5. Left click on 'Send To'
6. Left click on 'Desktop (create shortcut)'

This will place a shortcut on your desktop to Remote Desktop Connection. Next time you may use this shortcut instead of navigating.

Creating a Shortcut on your Home Computer (Windows 10)

7. Left Click on 'Start'
8. Search 'Remote Desktop Connection'
9. Right click on the logo
10. Left click on 'Pin to Start'



Reporting Problems

If you have any problems during the use of the Remote Control Desktop, please email security@csuohio.edu and include a thorough description of the problem (attaching screen prints would be helpful).

