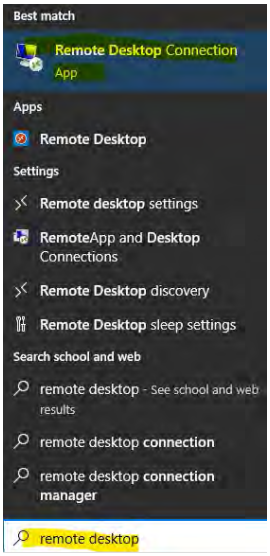
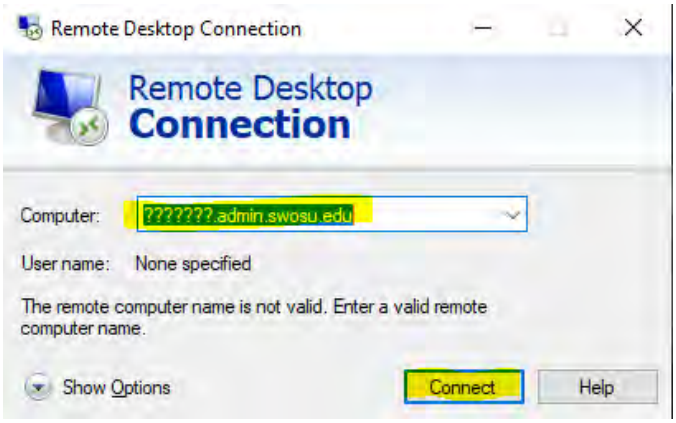
RDP - REMOTE DESKTOP CONNECTION INSTRUCTIONS

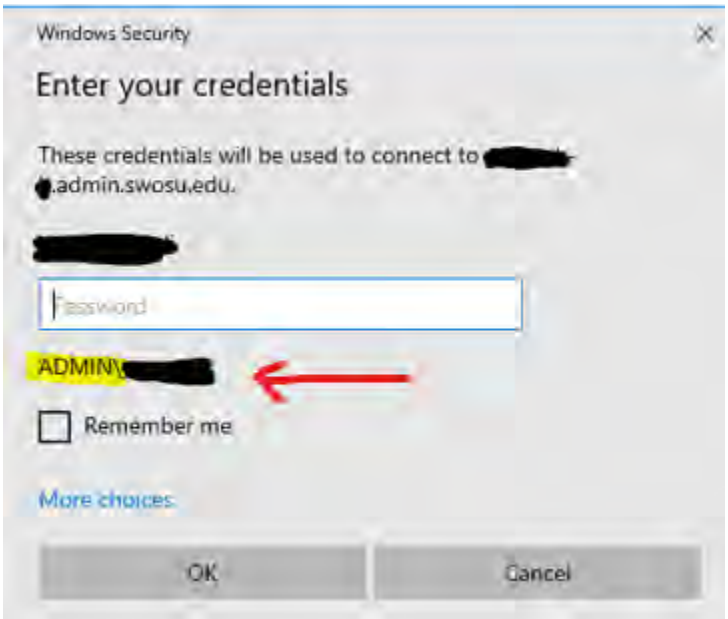
Below are instructions on how to RDP (Remote Desktop Connection) into your work PC when you are off campus.

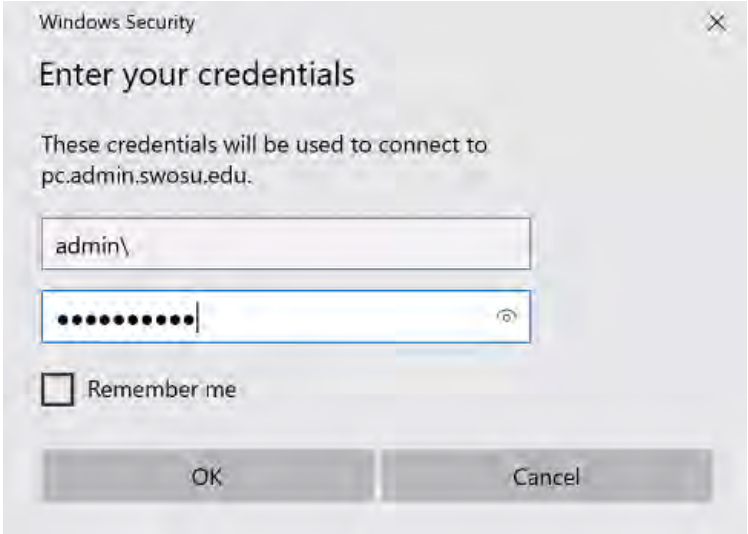
1. Log into the VPN (GlobalProtect). Please click this LINK if you need assistance installing and logging into GlobalProtect.



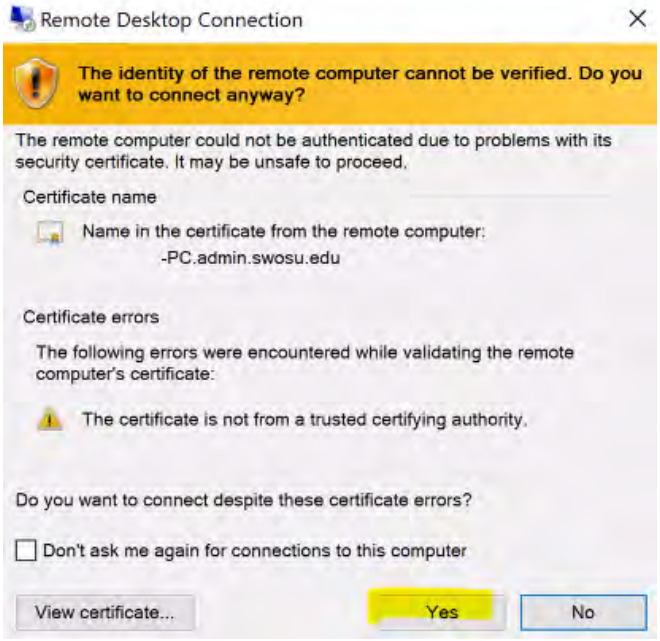
3. Click **Remote Desktop Connection**.
4. In the Remote Desktop Connection window, type the name of the PC that you want to connect, then click **Connect**. ***NOTE****: Please get the full device name of your PC BEFORE leaving work. See instructions at the end of this document (Page 4) on how to find the full device name of your PC*.



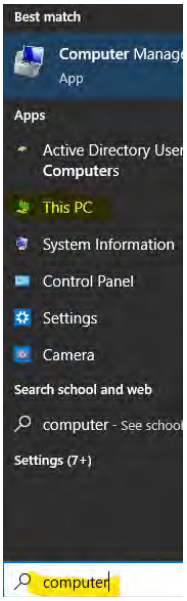
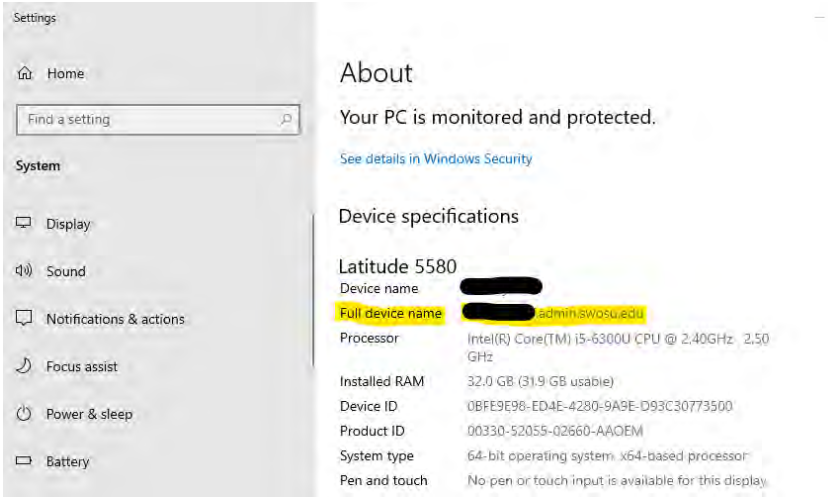

Windows Security
Enter your credentials
These credentials will be used to connect to [redacted]
[redacted].admin.swosu.edu.
[redacted]
Password
ADMIN\[redacted]
Remember me
More choices
OK
Cancel


Windows Security
Enter your credentials
These credentials will be used to connect to
pc.admin.swosu.edu.
admin\
Remember me
OK
Cancel

6. If you're informed that the remote computer couldn't be authenticated due to problems with its security certificate, click **Yes** to connect anyway.



You're now connected to the remote computer and can use it as though it were your local computer.

7. When finished using the Remote Desktop Connection, close the app by clicking the X button on the top of the window, then clicking **OK**. The remote session is now disconnected.

INSTRUCTIONS TO OBTAIN FULL DEVICE NAME OF SWOSU DESK PC OR LAPTOP