



REMOTE DESKTOP CONNECTION



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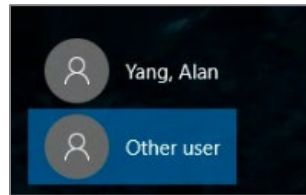
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UF VPN FOR REMOTE ACCESS

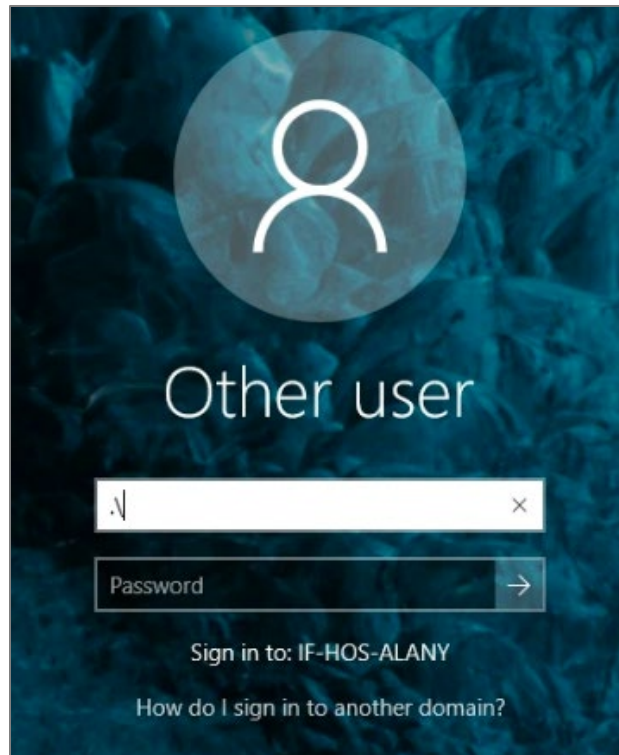
If you are trying to remote into your network computer, you will have to be connected to the UF VPN. If you do not have the UF VPN installed, you can visit <https://hos.ifas.ufl.edu/resources/guides/uf-vpninstallation-and-usage/> for installation and usage instructions.

GET NAME OF WINDOWS COMPUTER

You will need physical access to the computer you want to connect to remotely. This is because you need to have the computer's name. On the login screen, click Other user and type .\ into the username field.



When you type .\ into the username field, you will see **Sign in to: #####**, that is the computer name. For example, my computer name is **IF-HOS-ALANY**.

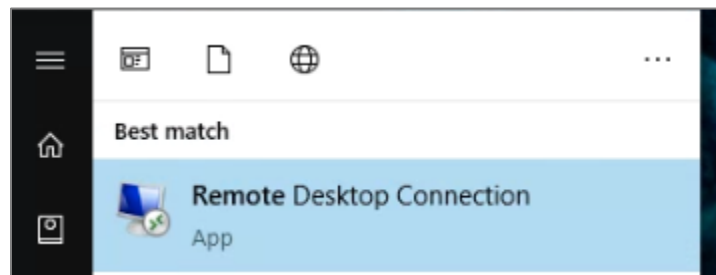


WINDOWS REMOTING INTO WINDOWS

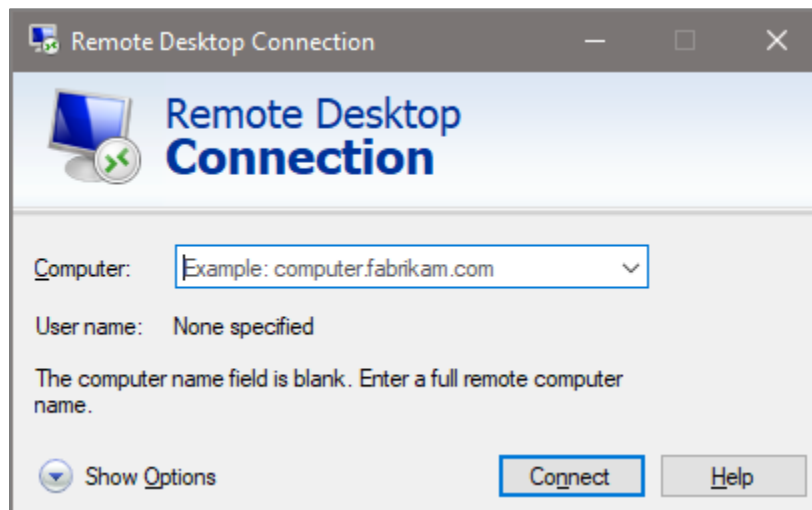
IMPORTANT NOTES:

- You must be connected to the UF VPN
- Your network computer must be left on
- You need to be an authorized user of the network computer
 - If your network computer is your daily work computer, you are most likely an authorized user

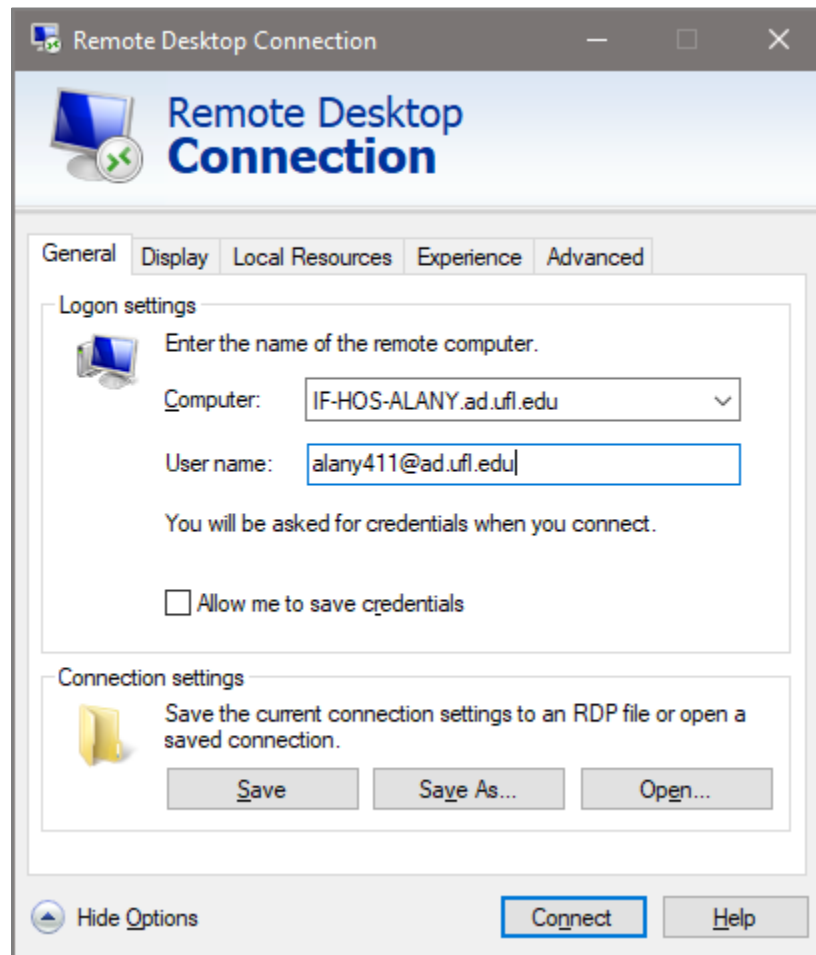
Open the **Start Menu** and search for **Remote Desktop Connection**.



The **Remote Desktop Connection** window will appear. Click **Show Options** on the bottom left to see more fields. This will allow you to specify a username and save the settings.



For the computer name, you enter your computer name with **.ad.ufl.edu** appended to the end. For the username, you will enter your UFL username with **@ad.ufl.edu** appended to the end. Click **Save** to save the connection settings and then click **Connect**.



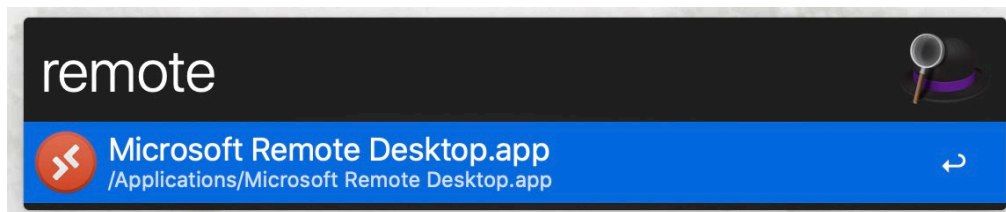
Another window will appear that asks for you to enter your password. This password will be your UFL password. After your credentials are authenticated, you will be remotely connected to your computer.

MACOS REMOTING INTO WINDOWS

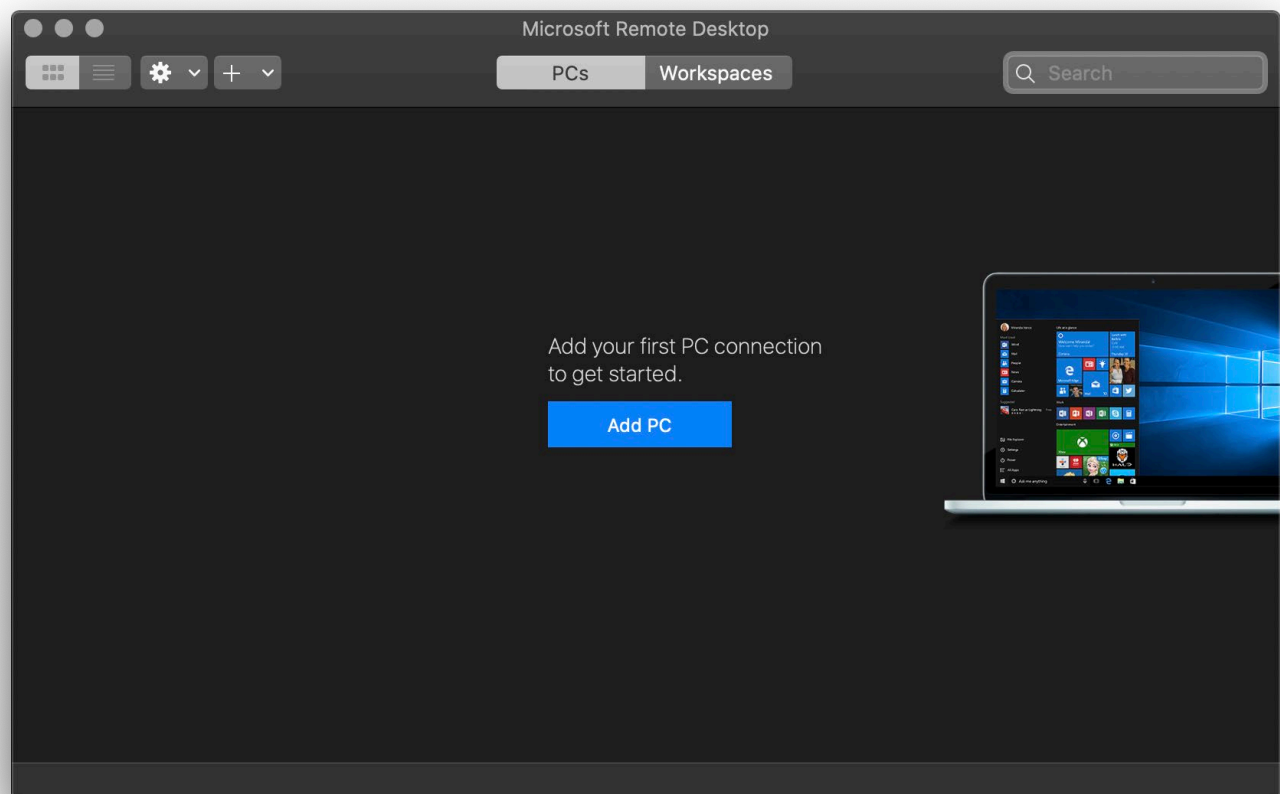
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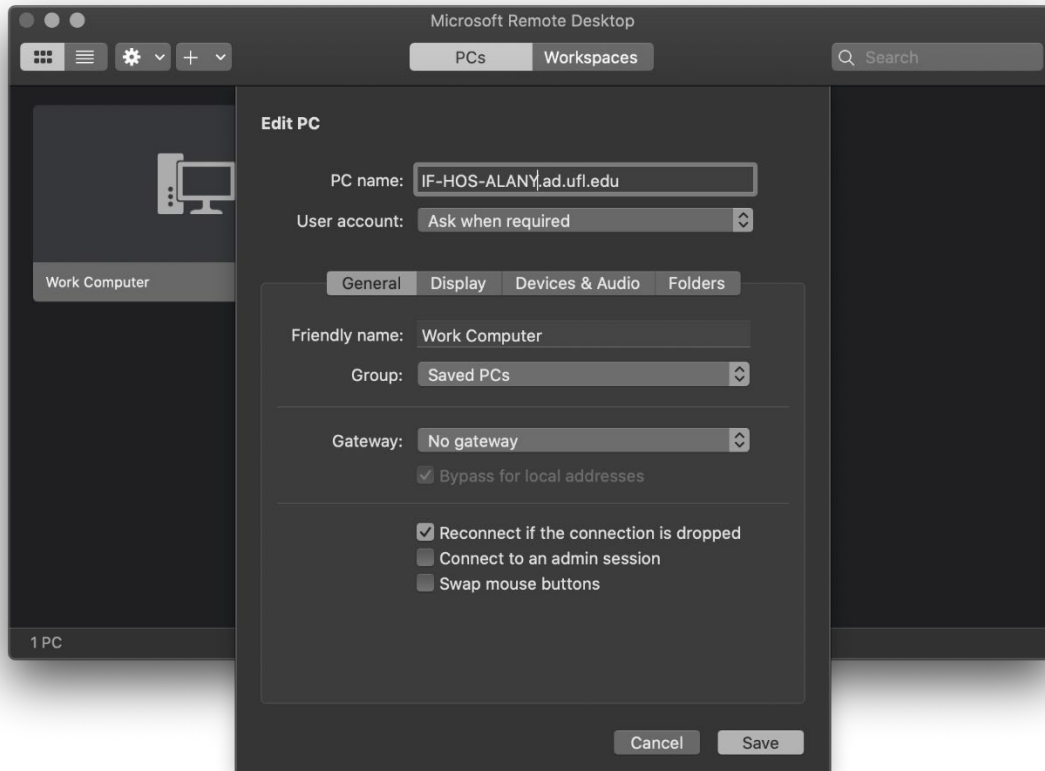
Download and install the **Remote Desktop Connection 10** app from the App Store. You can download the app from this link: <https://apps.apple.com/us/app/microsoft-remote-desktop-10/id1295203466?mt=12>. After downloading and installing the app, open the app by hitting **Command + Space** and searching for **Microsoft Remote Desktop** or by going to **Finder > Applications > Microsoft Remote Desktop**.



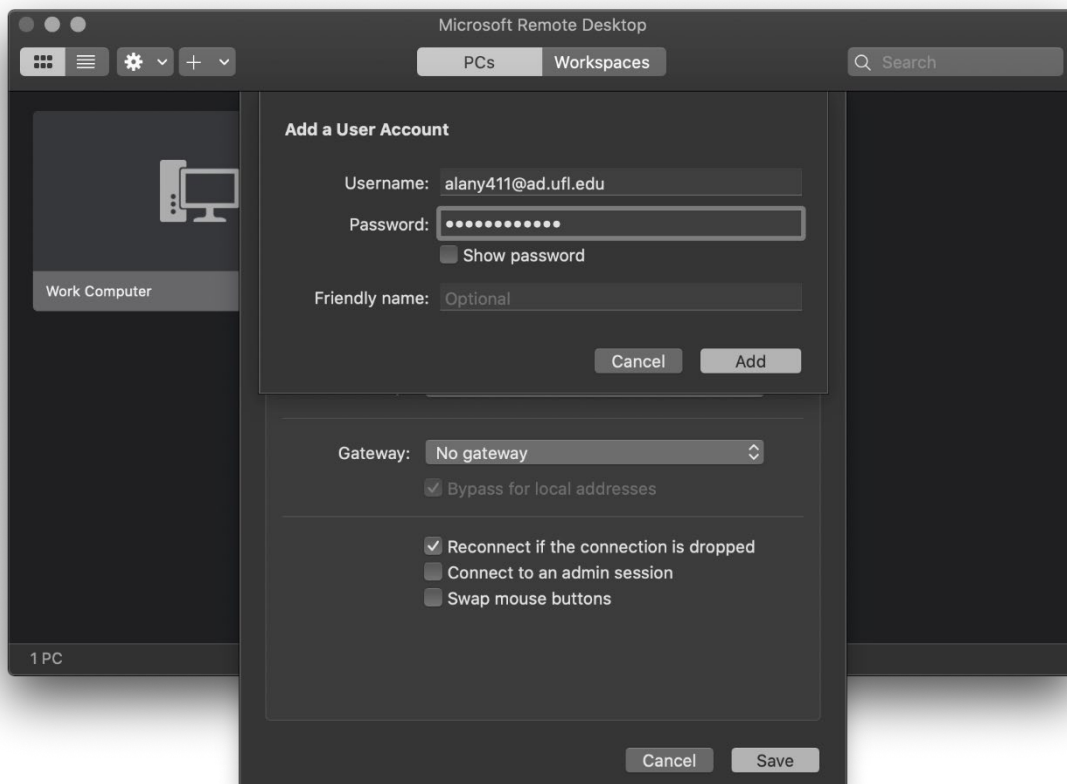
Click **Add PC**.



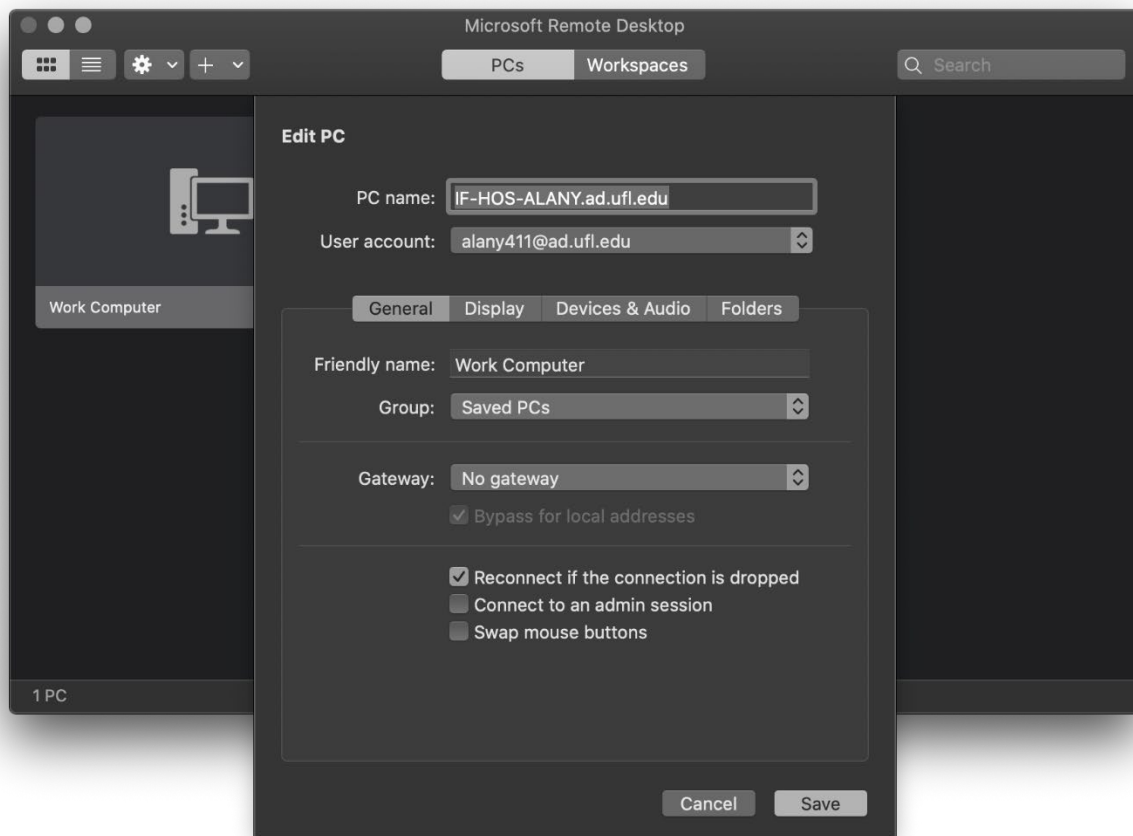
For the computer name, you enter your computer name with **.ad.ufl.edu** appended to the end.



For User account, click the dropdown and select **Add User Account**. For the username, you will enter your UFL username with **@ad.ufl.edu** appended to the end. The password will be your UFL password. Then click **Add**.



Make sure your **PC name** is correct and your **User** account is selected. You can name your computer using the **Friendly name** field. Click **Save** to save the options.



Just double-click your newly listed PC and you will be remotely connected to your computer.

