Remote Desktop

Remote Connection on Windows 7

Please see the screenshot below.

1. To use Remote Desktop to connect to your office computer while away from campus/InTrans, first start the VPN. Instructions for the VPN are found at: [http://www.it.iastate.edu/howtos/vpn](http://www.it.iastate.edu/howtos/vpn)

2. Start Remote Desktop Connection, according to whatever OS you are using
   a. On Windows – Click Start
   b. Search “remote”
   c. Choose Remote Desktop Connection

3. Enter the name of your computer in the address box (e.g. intrans-isuxxx.intrans.iastate.edu or isuxxx.intrans.iastate.edu)
   a. Replace isuxxx with the red or white label printed on the computer

4. Click allow for any boxes that come up asking about security of connection

5. Click “Use another account” and enter your full email address (i.e. net-id@iastate.edu)
   a. Replace net-id with your own

6. Enter your normal logon password