Requirements for Remote Desktop Access to your office workstation

To access your workstation remotely once connected to VPN, you need two things:

- o Ensure your workstation has remote access enabled
- Know your computer name
- Ensure your workstation is turned on in your office

See below for detailed instructions for these items.

Ensure your workstation has remote access enabled

Windows 10

1. On the bottom-left search bar, type in "this pc" (w/o quotes). Once you see the "This PC" icon on the top, right-click and select "Properties".



2. Choose "Remote settings"

🦻 System		
$\leftarrow \rightarrow ~~ \uparrow$ 😒 > Control Pane	I > System and Security > System	tem
Control Panel Home	View basic information	about your computer
Device Manager	Windows edition	
Remote settings	Windows 10 Enterprise © 2018 Microsoft Corporation, All rights reserved	
System protection		
Advanced system settings		
	System	
	Processor:	Intel(R) Core(TM) i7-4980HQ CPU @ 2.80GHz
	Installed memory (RAM):	4.00 GB
	System type:	64-bit Operating System, x64-based processo
	Pen and Touch:	No Pen or Touch Input is available for this Dis_I
	Computer name, domain, and	workgroup settings

3. Ensure that the "Allow remote connections to this computer" is selected as indicated below

System Properties	X
Computer Name Hardware Advanced System Protection Remote	
Remote Assistance	
Allow Remote Assistance connections to this computer	
What happens when I enable Remote Assistance?	
Advanced	
Remote Desktop	
Choose an option, and then specify who can connect.	
O Don't allow remote connections to this computer	
Allow remote connections to this computer	
Allow connections only from computers running Remote Desktop with Network Level Authentication (recommended)	
Help me choose Select Users	
OK Cancel Apply	

Windows 7

1. Right-click "Computer" icon on desktop; click Properties

2. Click on Remote Settings



3. Ensure that the "Allow connections from computers running any version of Remote Desktop (less secure)" is selected as indicated below

System Properties					
Computer Name Hardware Advanced System Protection Remote					
Remote Assistance					
Allow Remote Assistance connections to this computer					
What happens when I enable Remote Assistance?					
Advanced					
Remote Desktop					
Click an option, and then specify who can connect, if needed.					
On t allow connections to this computer					
 Allow connections from computers running any version of Remote Desktop (less secure) 					
Allow connections only from computers running Remote Desktop with Network Level Authentication (more secure)					
Help me choose Select Users					
OK Cancel Apply					

Find your computer name to use with Remote Desktop Protocol (RDP)

You need to use your computer name to connect to your workstation remotely

Windows 10

1. On the bottom-left search bar, type in "this pc" (w/o quotes). Once you see the "This PC" icon on the top, right-click and select "Properties".



2. Once you found the properties page, this is where to find the computer name:

-	🕆 🍠 > Control Pane	I > System and Security > System	1.	
	Control Panel Home	View basic informatio	n about your computer	
0	Device Manager	Windows edition		
P	Remote settings	Windows 10 Enterprise		
0	System protection	© 2018 Microsoft Corporati	on. All rights reserved.	
•	Advanced system settings			
		System		
		Processor:	Intel(R) Core(TM) i7-4980HQ CPU @ 2.80G	
		Installed memory (RAM):	16.0 GB (15.9 GB usable)	
		System type:	64-bit Operating System, x64-based proce	
		Pen and Touch:	No Pen or Touch Input is available for this (
		Computer name, domain, and workgroup settings		
		Computer name:	DESKTOP-0IG46V0	
		Full computer name:	DESKTOP-0IG46V0	
		Computer description:		
		Workgroup:	WORKGROUP	

Windows 7

- 1. Right-click "Computer" icon on desktop; click Properties
- 2. Once you found the properties page, this is where to find the computer name:

Control Panel Home

View basic information about your computer

- 🛞 Device Manager
- 🌍 Remote settings
- 🌍 System protection
- 🚱 Advanced system settings

System	
Manufacturer:	Montgomery College
Rating:	5,2 Windows Experience Index
Processor:	Intel(R) Core(TM) i5-4310U CPU @ 2.00GHz 2.6
Installed memory (RAM):	8.00 GB
System type:	64-bit Operating System
Pen and Touch:	No Pen or Touch Input is available for this Displa
Montgomery College support —	
Phone number:	240-567-7222
Support hours:	Monday - Friday (7:30 am until 10 pm)
Website:	Online support
Computer name, domain, and w	orkgroup settings
Computer name:	RLCT0E217624363
Full computer name:	RLCT0E217624363.mc.montgomerycollege.edu
Computer description:	Montgomery College

mc.montgomerycollege.edu

See also

Action Center Windows Update Performance Information and

Domain: