Remote Desktop (Windows)

- To set up the Remote Desktop, start with the host computer, which in this example is your work computer.

- First, you will need to know the name of your work computer.
  - On your work PC desktop, right click on “Computer” and select “Properties”.

- Locate and write down your full computer name:
• Close the “Computer” dialog box.
• Leave your work computer running, log off, but DO NOT SHUT DOWN!

➢ Instructions for connecting your home computer to your work computer:

• On your home computer, click “Start or ”, click on “All Programs” and then click on “Accessories”. In the Accessories menu click on “Remote Desktop Connection”.
In the “Remote Desktop Connection” dialog box, type the computer name of your work computer, which you wrote down earlier.

- Click “Connect”.
- When the “Log on to Windows” dialog box appears, type your username, password, and then click “Ok”.

To end your Remote Desktop session:

- Click “Start or ”, and then click “Log Off” at the bottom of the “Start Menu”.
- When prompted, click “Log Off”.