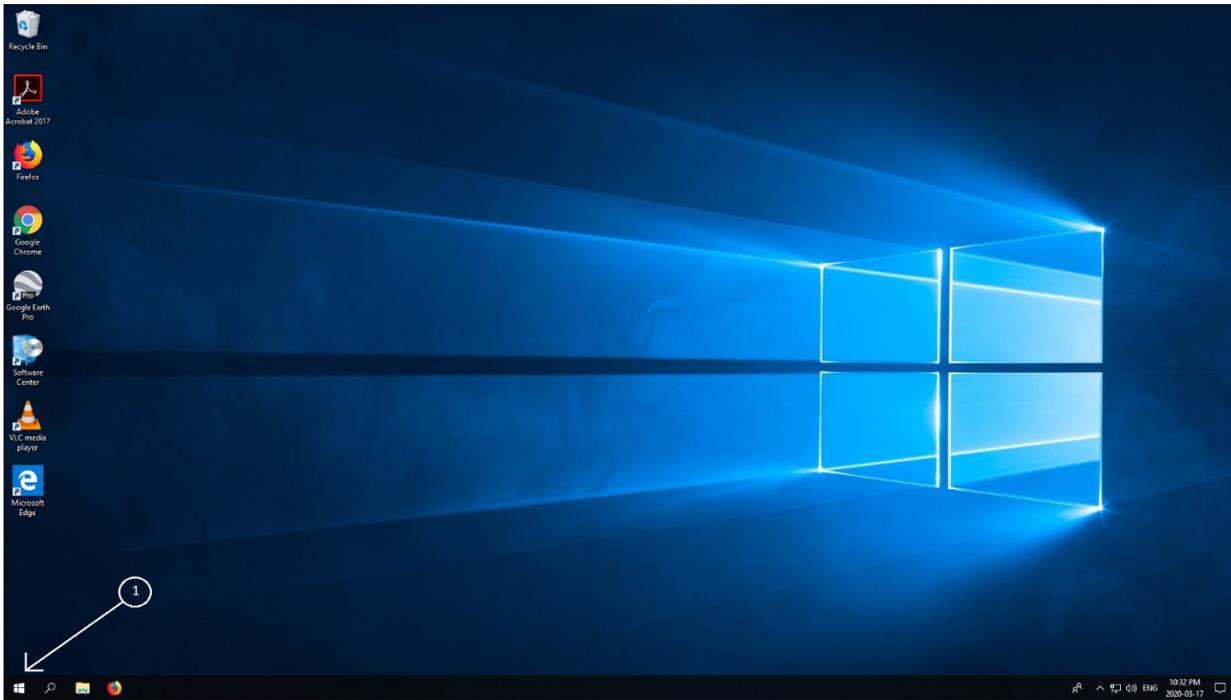


Using Remote Desktop Connection on Windows

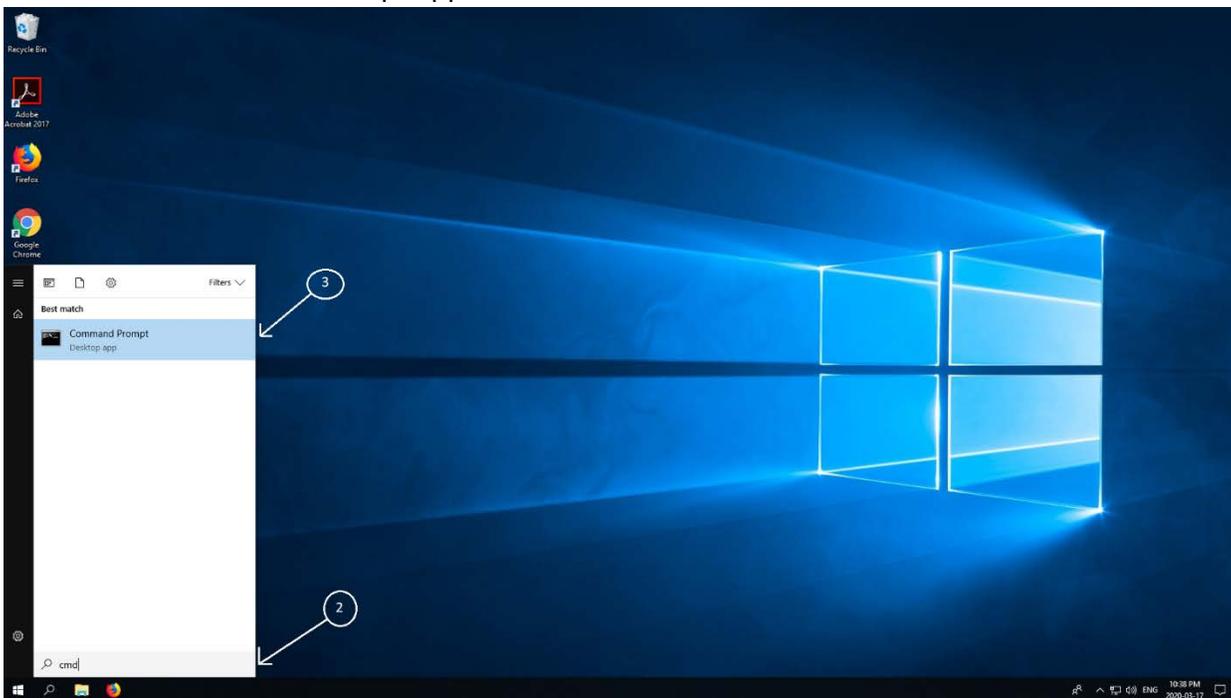
Part 1: Finding Your Hostname (Must be done on the computer you're trying to remotely access)

1. Click on the Start icon in the lower left-hand corner.

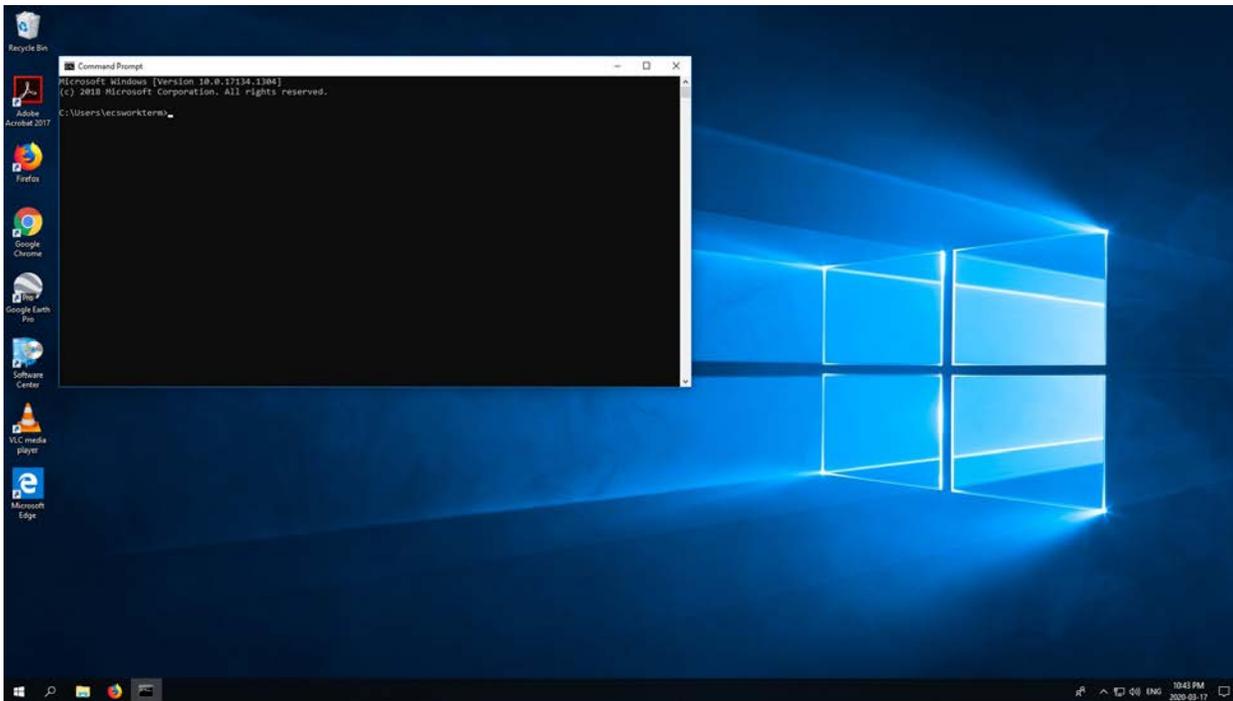


2. Type in 'cmd' once the Start menu opens.

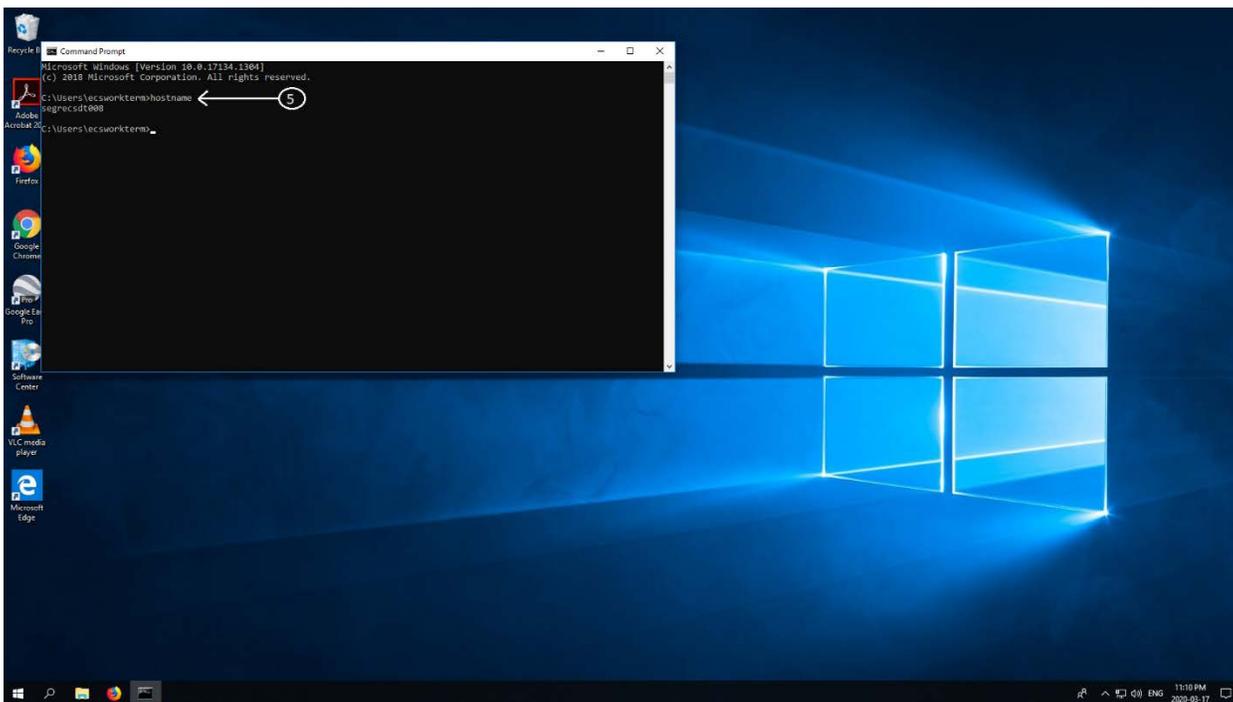
3. Select the Command Prompt application.



4. The application will open in a new window.

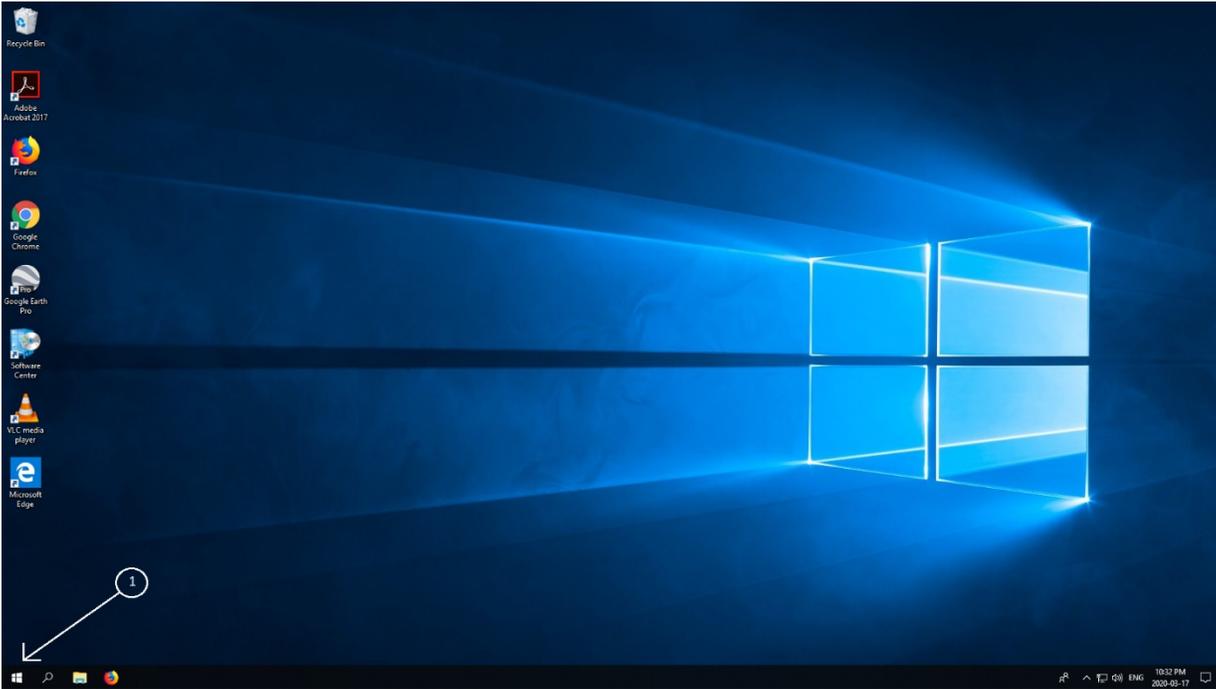


5. Type in 'hostname' into this new window and press enter. After pressing enter, a new line of text will appear. **Record this new line of text, as it is the hostname you'll need to connect remotely.** For example, after typing 'hostname' into the window and pressing enter, the text 'segrecsdt008' appears. This is the hostname for this computer.



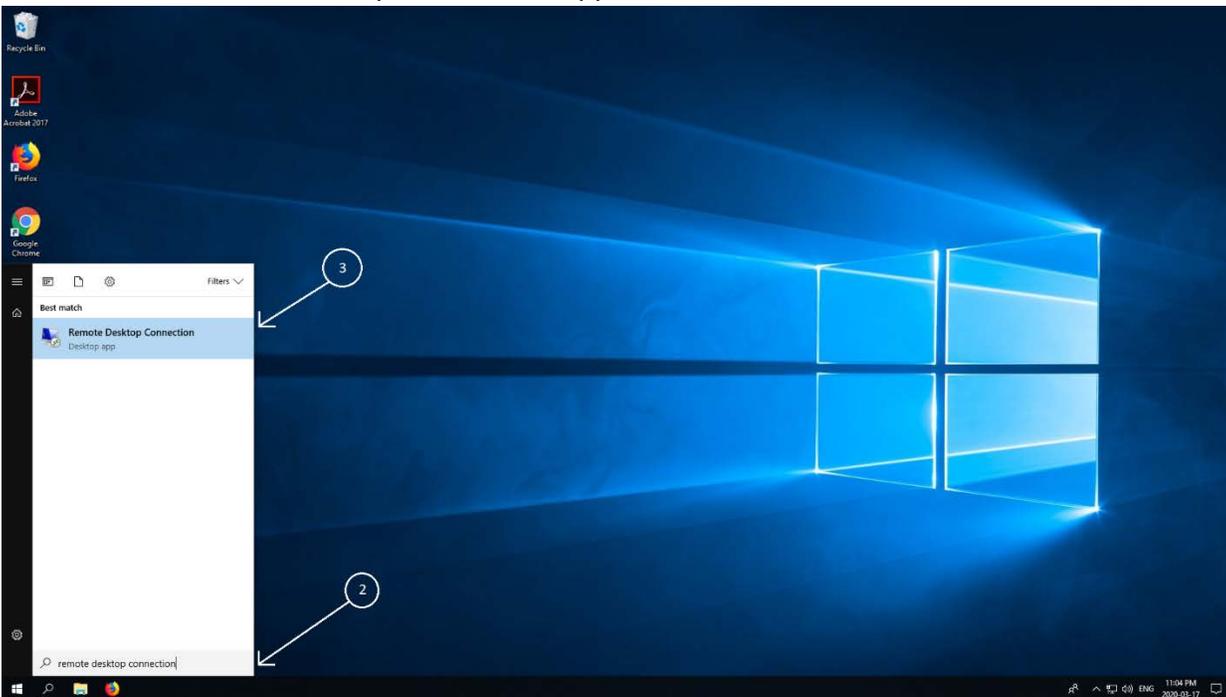
Part 2: Connecting Remotely (Must be done when connecting remotely to the desired computer)

1. Click on the Start icon in the lower left-hand corner.

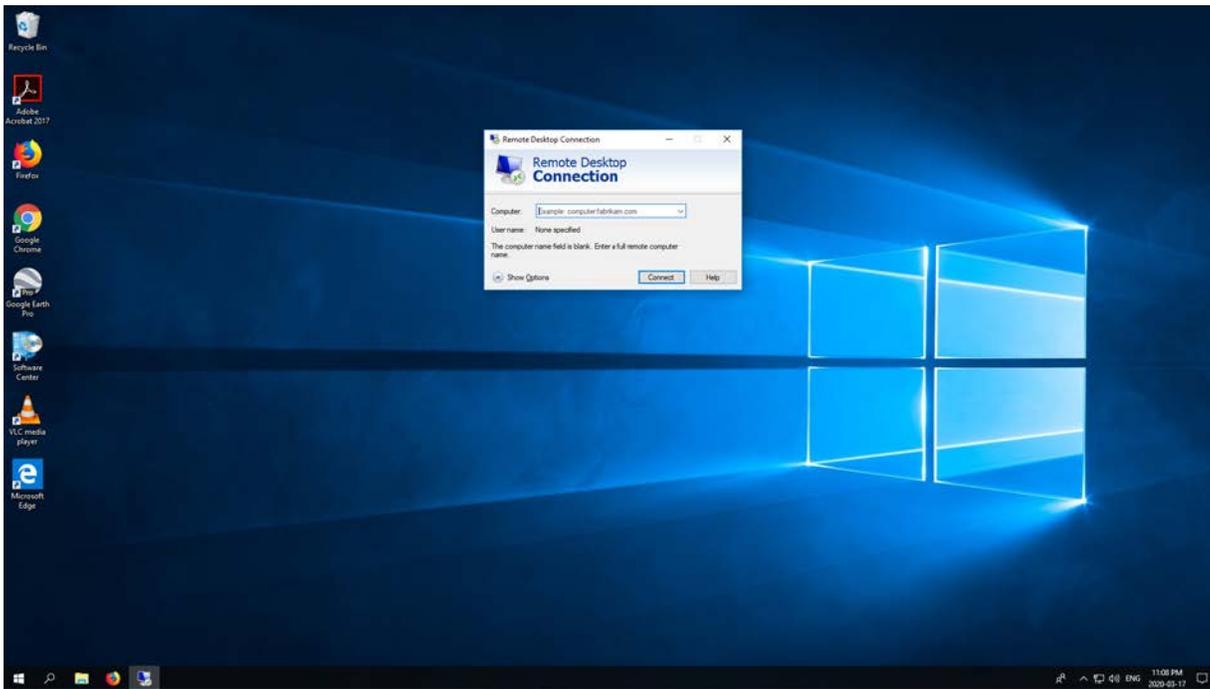


2. Type in 'remote desktop connection' once the Start menu opens.

3. Select the 'Remote Desktop Connection' application.

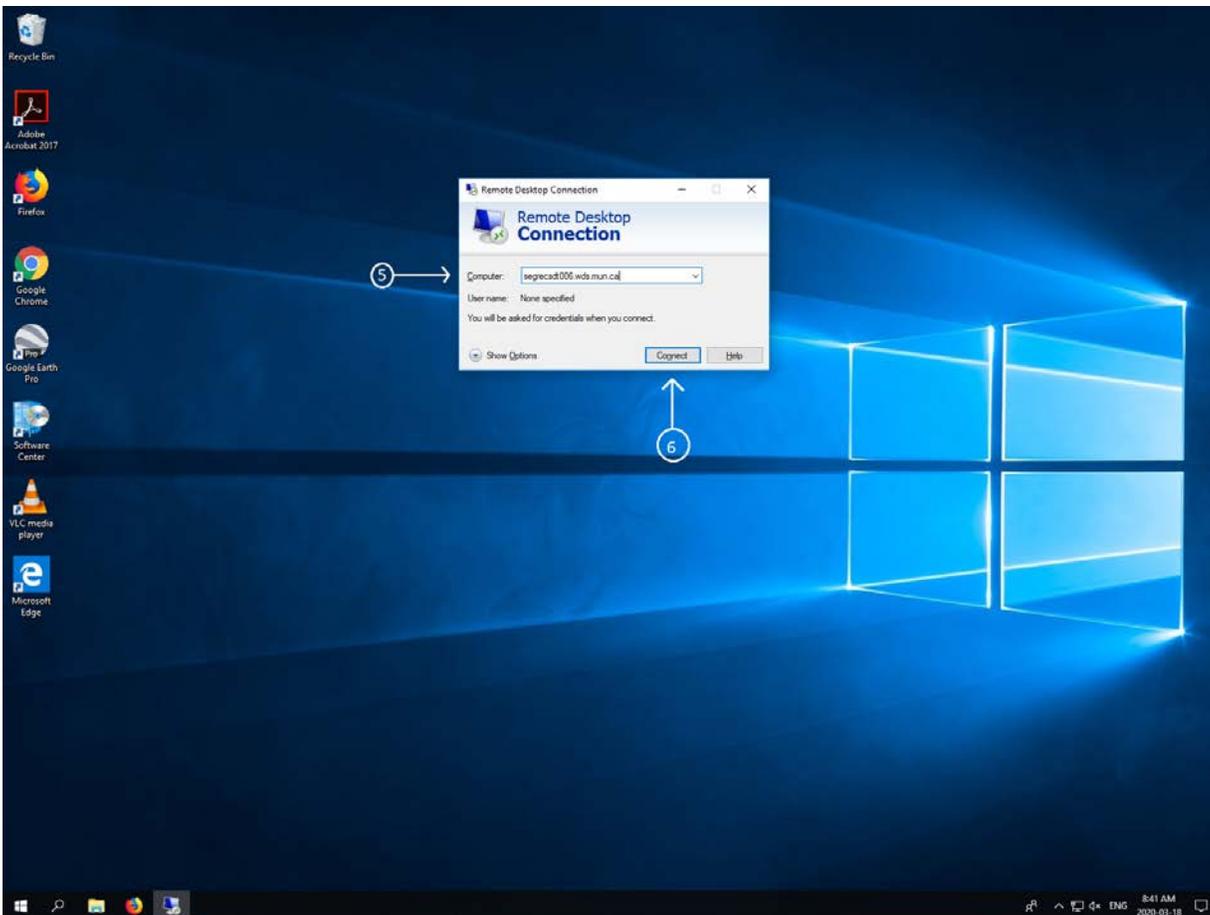


4. The application will open in a new window.

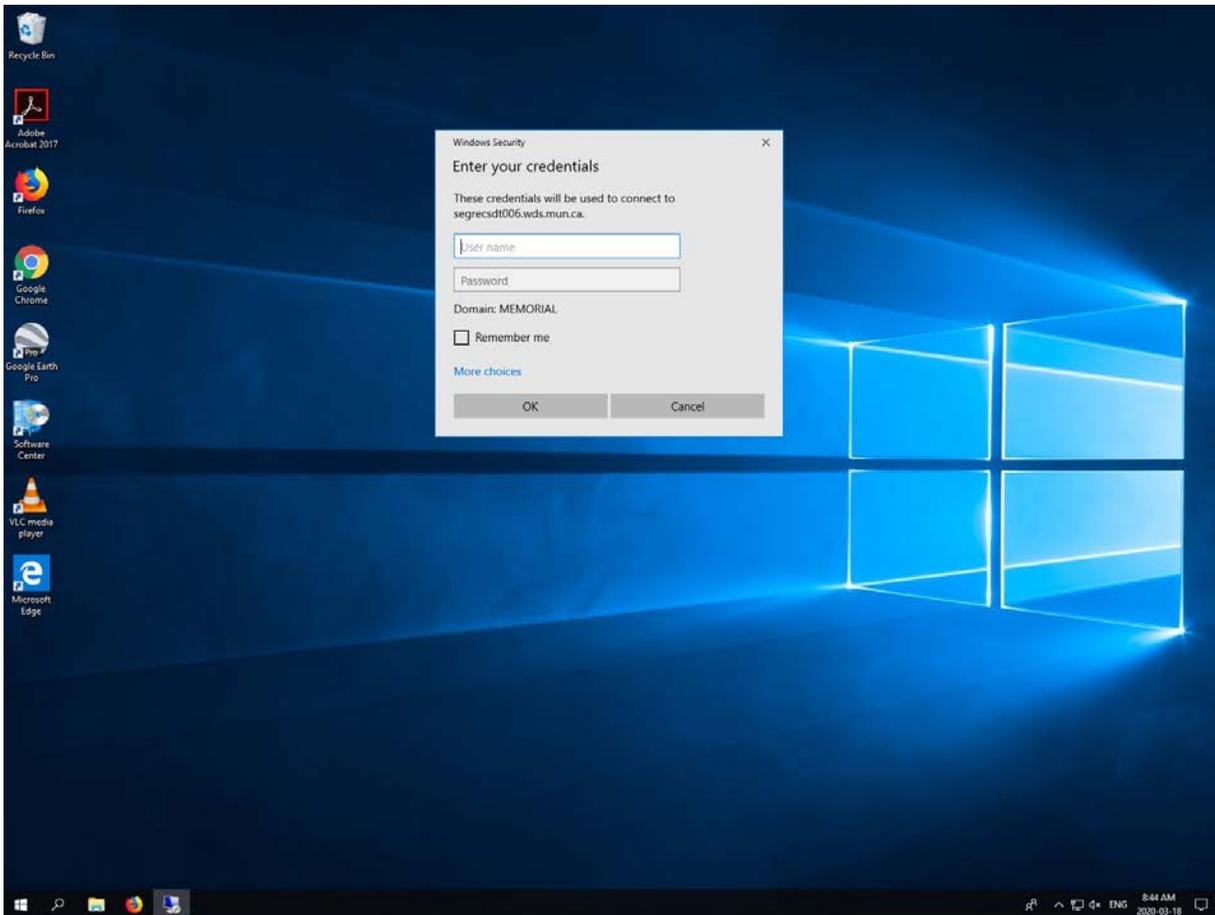


5. In the 'Computer' field, **type in the hostname you obtained earlier, followed by '.wds.mun.ca'**. For example, if using the hostname 'segrecsdt006', it would appear as 'segrecsdt006.wds.mun.ca'.

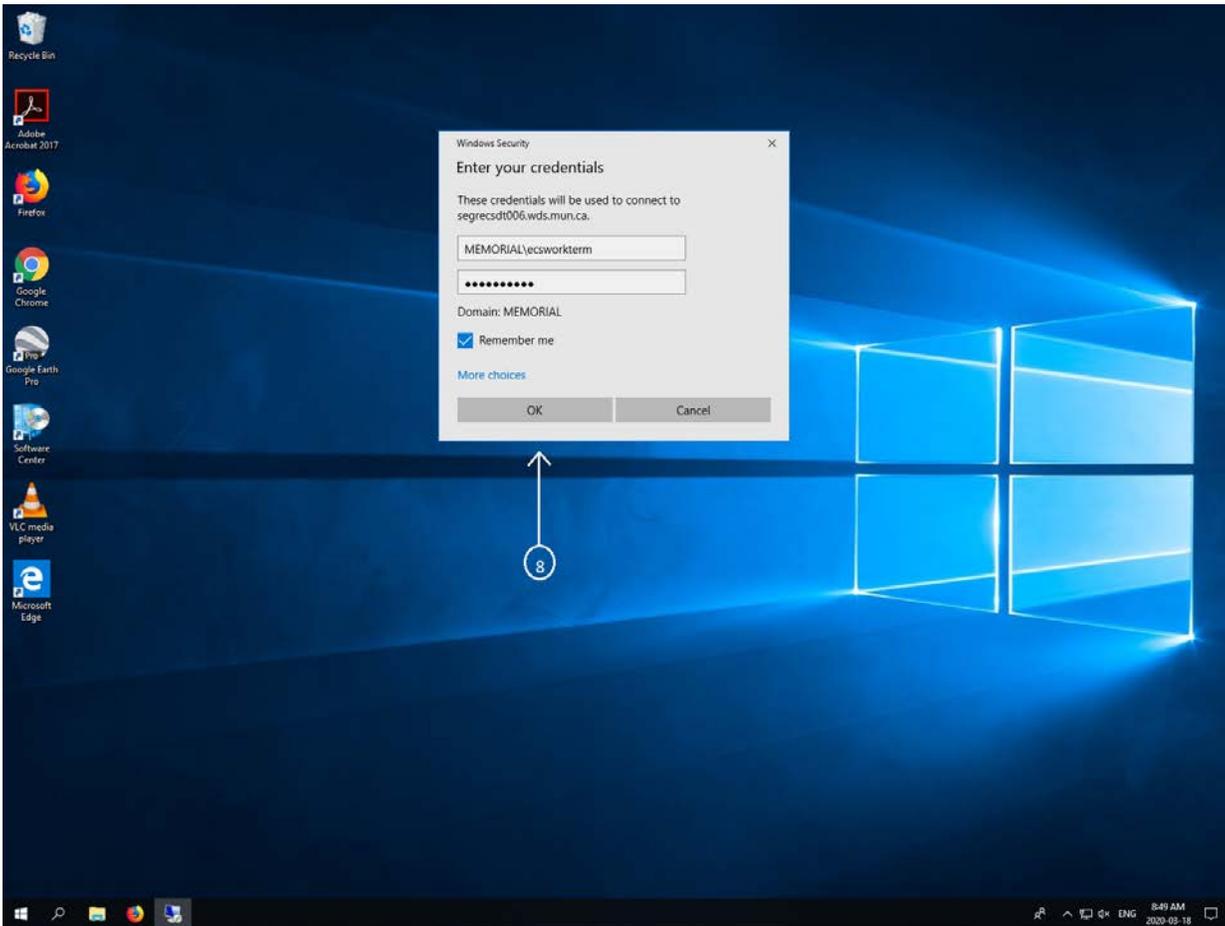
6. Press 'Connect'.



7. A new login screen will appear. In the User Name field, enter 'MEMORIAL\yourusername'. Enter the username you typically use to log in to this computer. For the Password field, enter your password as is. You can also select 'Remember me' so that your username will be saved for future logins.



8. Press 'OK' once your credentials have been entered.



9. You may see the following message appear once attempting to connect. Click 'Yes' to continue. You may also select the 'Don't ask me again for connections to this computer' option, which will prevent this message from appearing during future logins.



10. A new application window will open which will show the contents of the remote computer. All of the files and drives associated with the remote computer will be accessible. At the top of the application window, the connection bar can be seen, from which the application window can be minimized (A), resized (B), or closed entirely (C).

