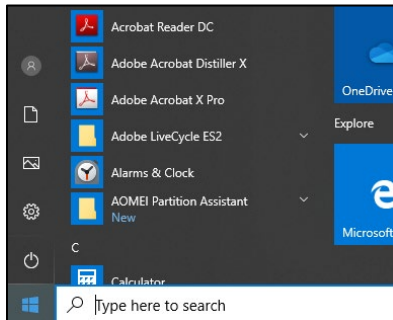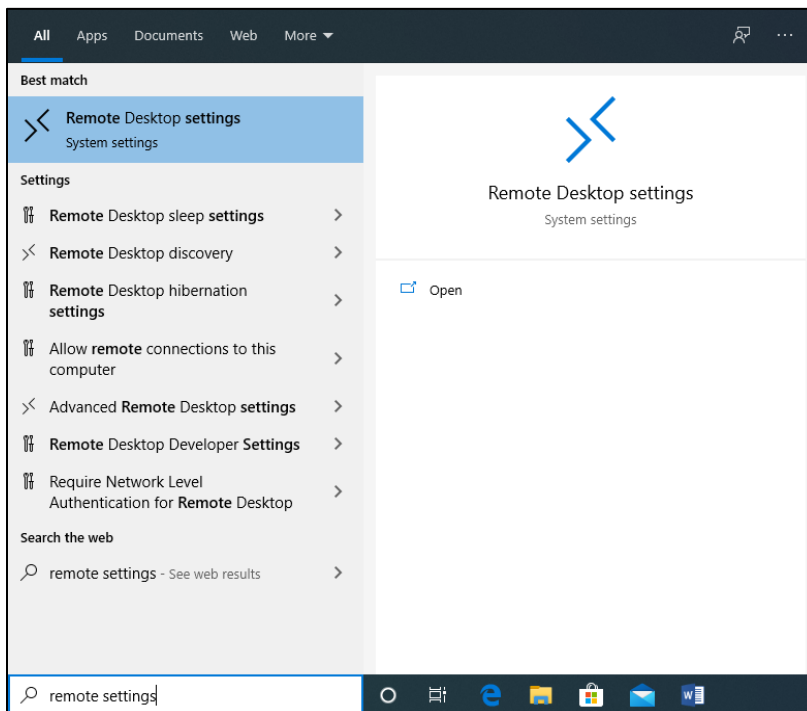# Remote Desktop Setup Instructions

First, you will need know the name of your computer that you will be remoting to (your desk machine at SIU), you'll need to do this once to find out the information. If you already know this information, you can skip to step 5.
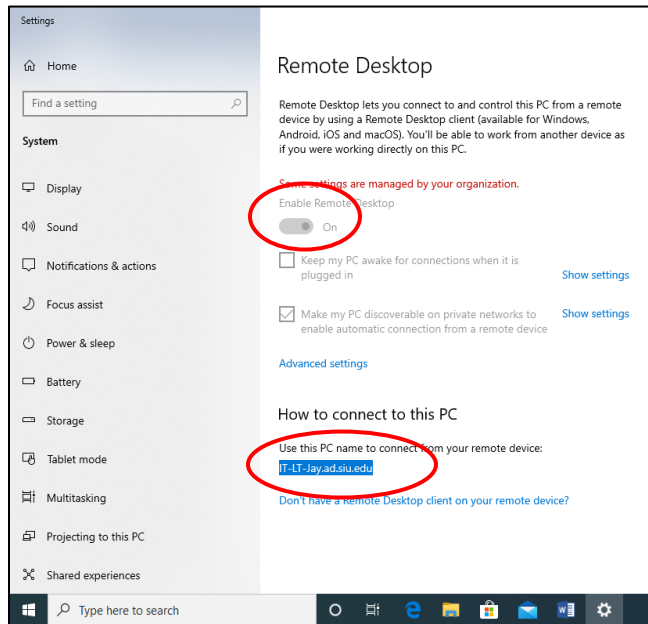
1. Click on the Windows button and type **remote settings.**

2. Click on **Remote Desktop Settings.**

3. Ensure that **Enable Remote Desktop** is turned on.
4. You will find the name you need to use for connecting to your computer here.


Once you have that information, you're ready to start setting up the computer you'll be using at home to connect to your computer at work.

5. You will need the Cisco VPN Client **- On the device you'll be using to connect to your work computer.**

   1. If you haven't already installed the Cisco VPN software, you will need to do so. You can find MacOS specific instructions here: https://oit.siu.edu/networkengineering/services/vpn/vpn-osx.php
   2. Once that is complete (or if you have already installed the Cisco AnyConnect software on your personal machine) you may continue.

6. Open the Cisco AnyConnect client from the Apple Launchpad or your Applications Folder.
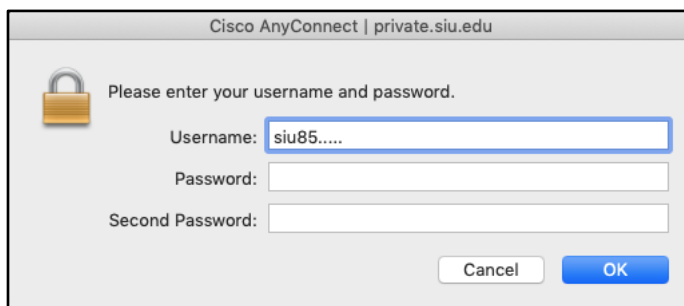
    Note: The Cisco VPN software will be located at /Applications/Cisco/ Cisco AnyConnect Secure Mobility Client
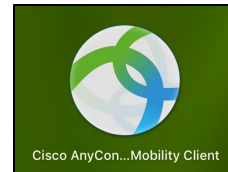
7. The first time you connect the VPN you will need to enter the address **private.siu.edu**.
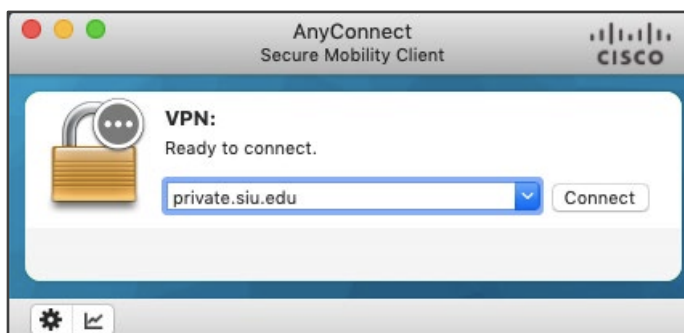
8. Enter your **SIU Network ID** (SIU85XXXXXXX) in the Username field.
9. Enter your **SIU Network ID password** in the Password field:
10. For Second Password, enter the word **push**.

11. This will push an approval request to your phone via the DUO app. If you do not already have DUO installed, you will need to find the app in the Apple App Store or the Google Play Store, depending on the device you use. **Install** the **DUO app**.

    If this step fails, please contact SalukiTech for assistance at: (618) 453-5155 or salukitech@siu.edu

12. Once you have your VPN connection established, launch **Microsoft Remote Desktop 10** from your Application folder or Launchpad.

      1. You can install Microsoft Remote Desktop 10 from the **Apple AppStore**.

      2. Click the **Apple Logo** in the upper left corner of your screen.
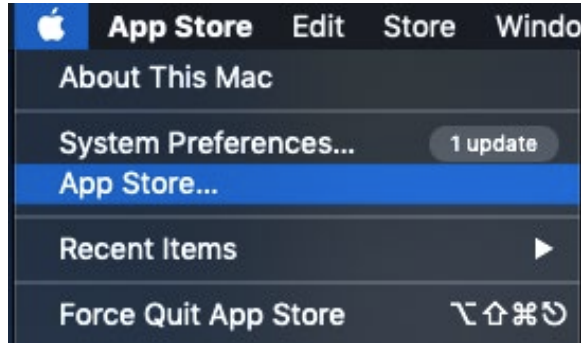

      3. Search for **Microsoft Remote Desktop 10**

13. The first time you launch Microsoft Remote Desktop, you will be prompted to allow for **camera** and **microphone** use. This will allow you to use your remote-work microphone and camera on your computer in your office or classroom on campus.
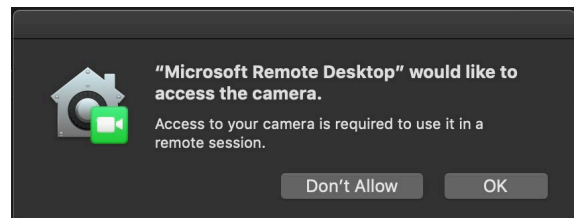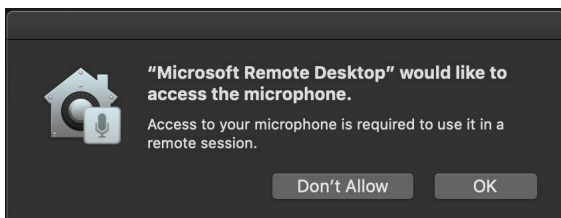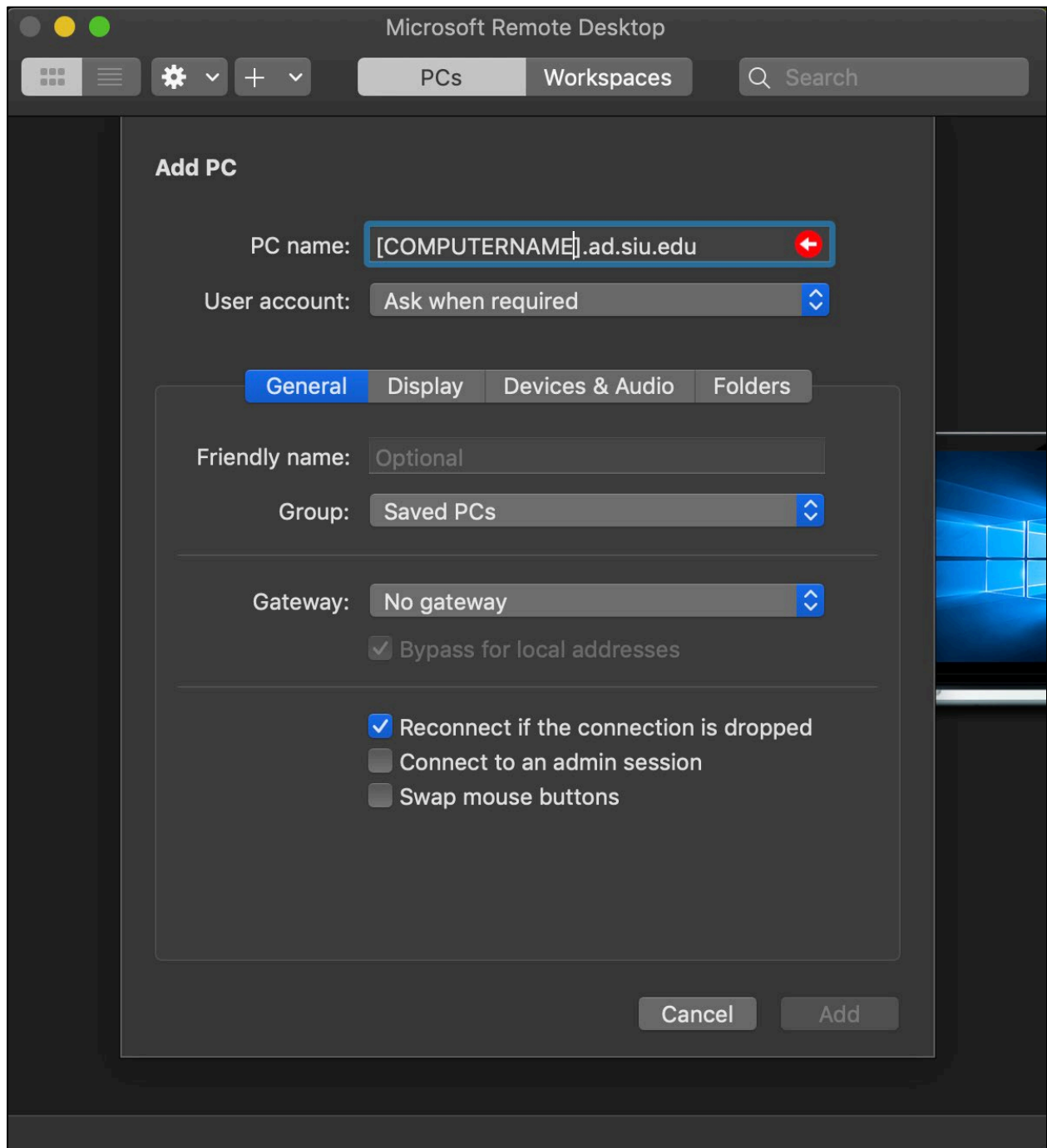
14. Next click **Add PC** to create a saved connection in the App. This will allow you to connect quicker the next time you use Remote Desktop.
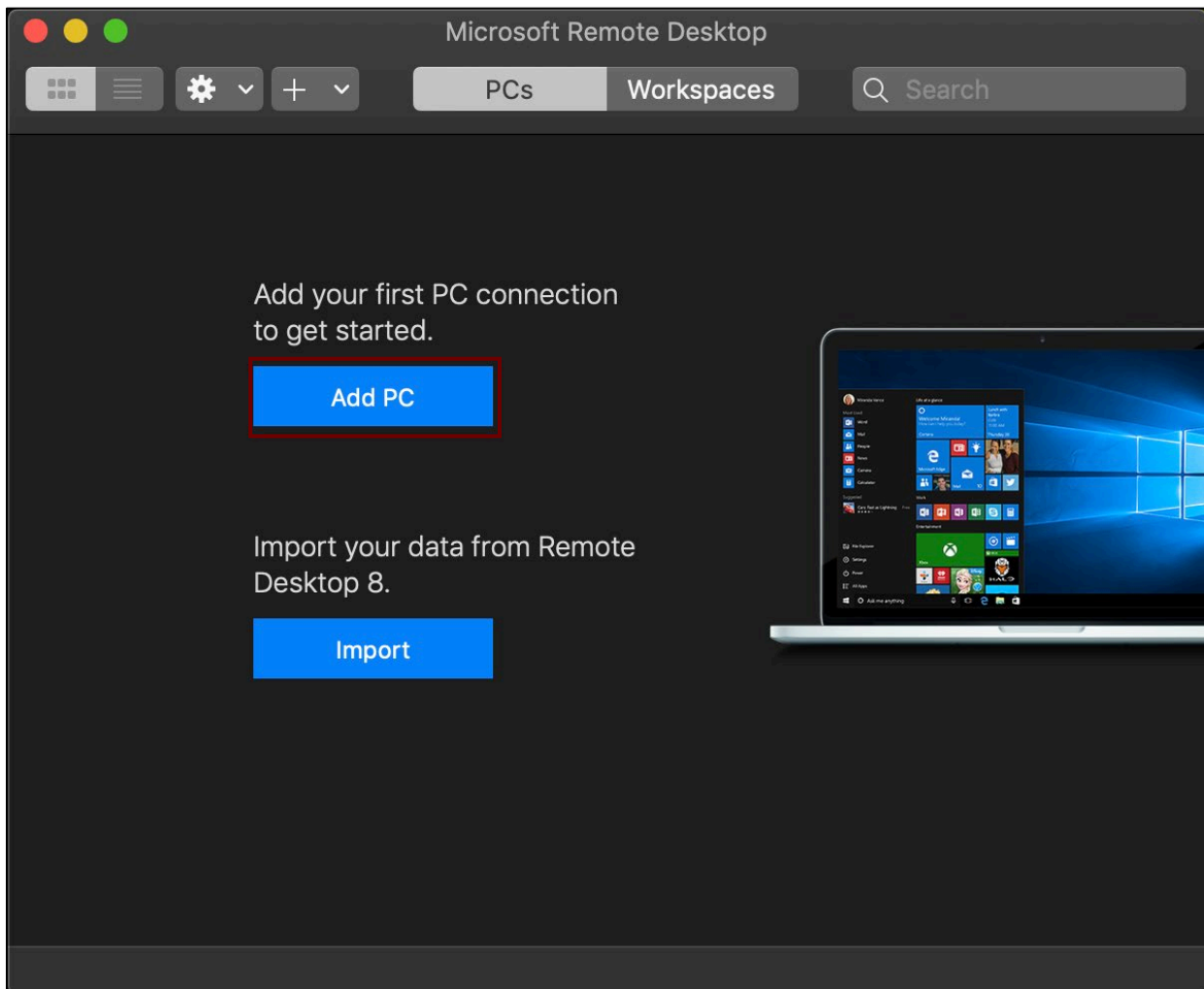
15. Enter your **PC Device name**, using the fully qualified domain name (FQDN) in the following format:

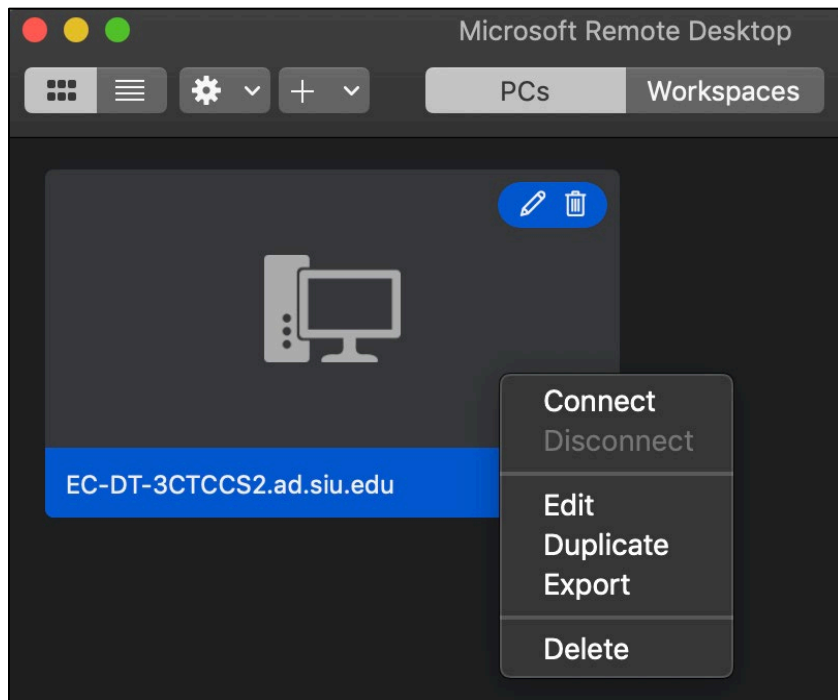[Device Name].ad.siu.edu i.e. EC-DT-AA44321.ad.siu.edu


All other settings can be left as-is.

16. We recommend setting a **Friendly name** with a name of your choosing, on the connection so that you can easily identify it in the future.
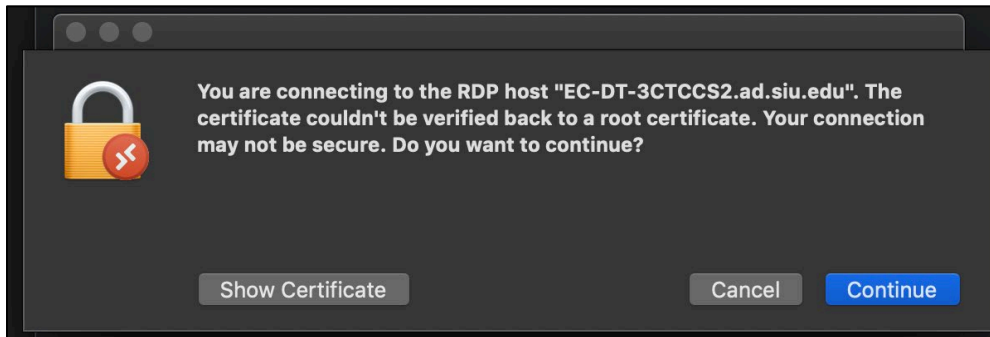17. Click **Add** when done.

18. Launch the connection by double-clicking on the connection tile, or by right-clicking and selecting **connect** from the menu.
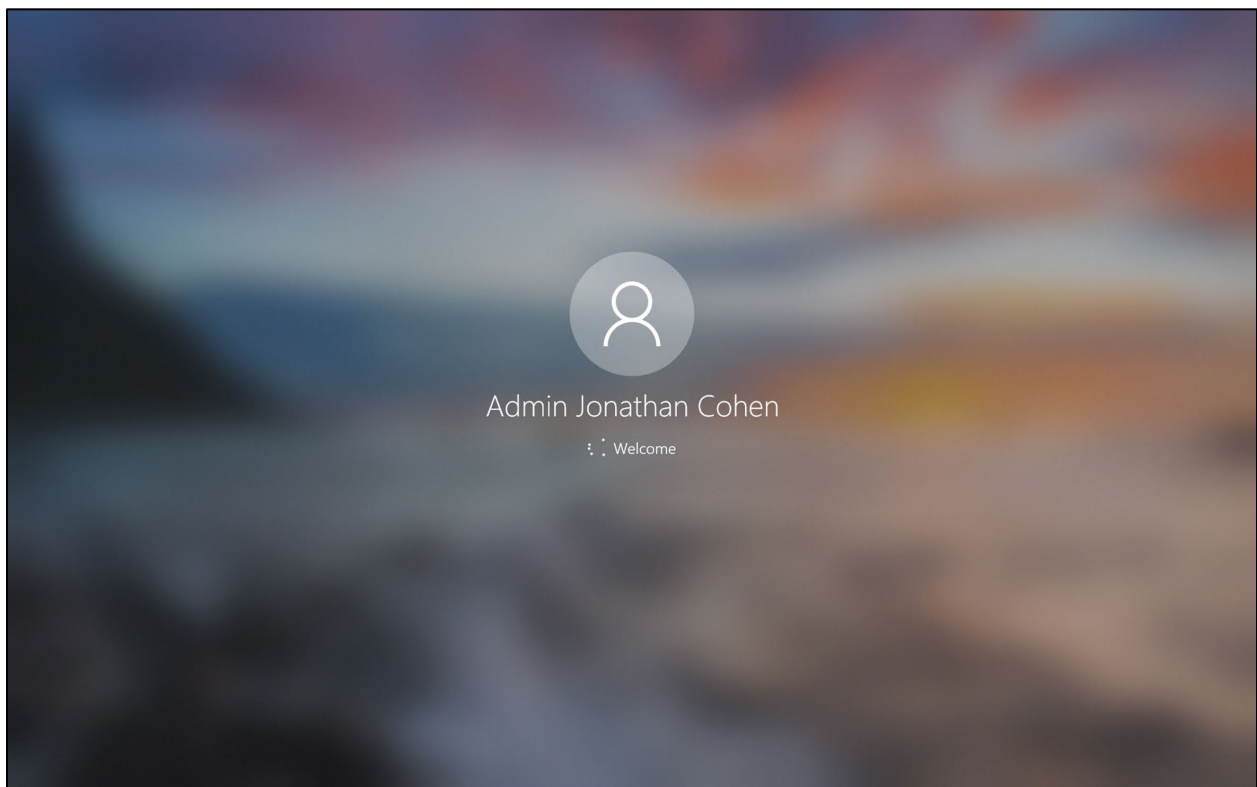

19. Enter **ad\your + your SIU Network ID** (ad\siu85xxxxxxx) and **Password**. Click **Continue**.
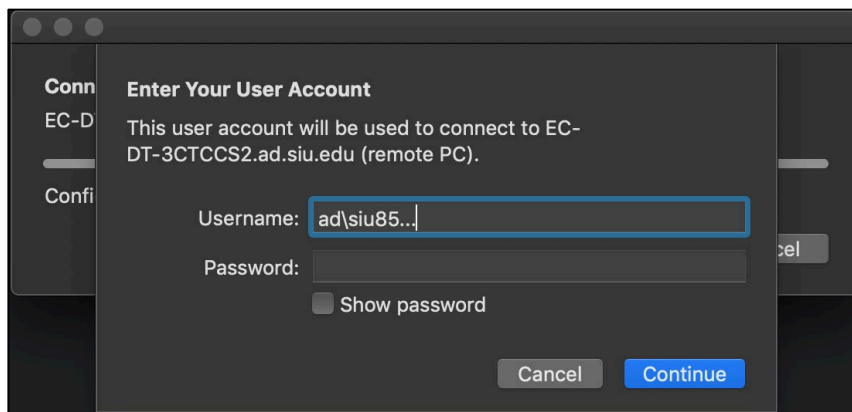
20. If this window pops up, click **Continue**.

21. You should now be logged in to your SIU desktop.

22. Hovering your cursor at the top of your Remote Desktop window will cause your top-menu to appear. Here you will find the Close, Minimize, Full-Scree/Window icons.

You can use these to interact with the window and minimize it to your dock if necessary.

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Ending a Remote Session

When you're finished with your remote session, clicking the **X** in the bar at the top of the window will end the session. It will also close any currently running programs on your remote computer.

Note: During a remote session, the screen on your SIU work computer will remain at the standard login screen. This means if someone is near your workstation, they still not be able to see what you are working on. You will only be able to view your remote session on your remote device.