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## **How to Use Remote Desktop**

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### **Summary**

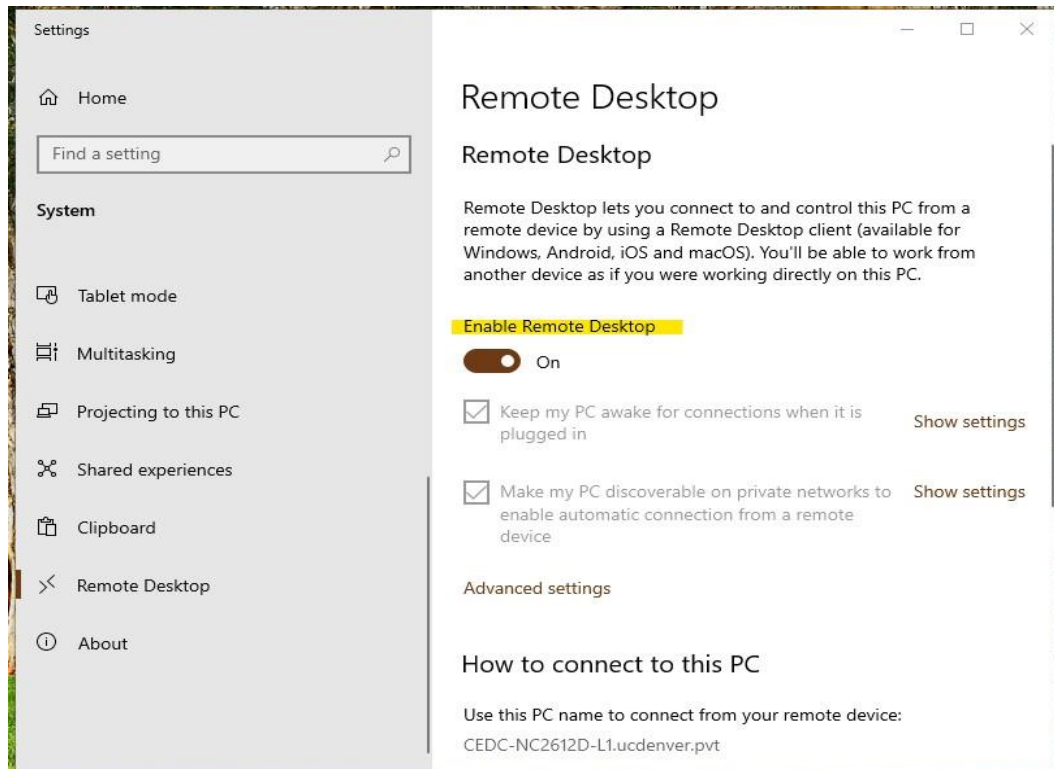
This document will serve as a how-to for using Remote Desktop on a Windows machine so as to connect to a PC from outside the University

### **Instructions**

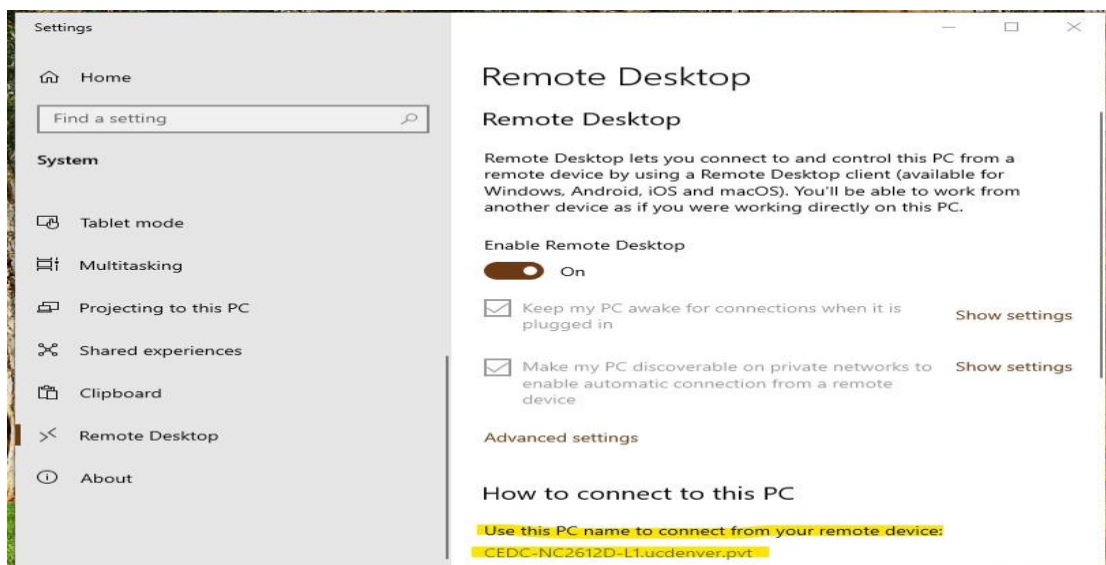
1. Set up the PC you want to connect to so it allows remote connections  
**Start>Settings>System>Remote Desktop and turn on Enable Remote Desktop**
2. Make note of the name of this PC under **How to connect to this PC**
3. To connect to the PC you set up to allow connections
  - a. **On your local Windows 10 PC:** In the search box on the taskbar, type **Remote Desktop Connection**, and select **Remote Desktop Connection**.
  - b. In Remote Desktop Connection, type the name of the PC you want to connect to (**from Step 2**), and then select **Connect**.

## Visual Instructions

1. Set up the PC you want to connect to so it allows remote connections  
**Start>Settings>System>Remote Desktop and turn on Enable Remote Desktop**



2. Make note of the name of this PC under **How to connect to this PC**



3. To connect to the PC you set up to allow connections

- a. **On your local Windows 10 PC:** In the search box on the taskbar, type **Remote Desktop Connection**, and select **Remote Desktop Connection**.
- b. In Remote Desktop Connection, type the name of the PC you want to connect to (from Step 2), and then select **Connect**.

