REMOTE CONNECT TO OFFICE COMPUTER USING MICROSOFT REMOTE DESKTOP CONNECTION

Establish VPN Connection (When connected to OFF-campus wifi networks)

Launch **Cisco AnyConnect Secure Mobility Client** from **Start | Cisco | Cisco AnyConnect Secure Mobility Client** OR from the Cisco icon in the system tray.

Select **UABSecureAccess** and click **Connect**.

Enter your token ID and the passcode (static PIN + current 8-digits displayed on token). Click **OK**.

A successful VPN connection results in this icon in the system tray.
**Connect to Office Computer**

The very first time running Remote Desktop Connection, click the Windows icon at the bottom, left corner, type `remote`, right-click **Remote Desktop Connection (Desktop app)** from the list returned and select **Pin to taskbar**. From here on you will find the icon in the bar at the bottom of the Windows screen so you can click there to launch the app.

Launch **Remote Desktop Connection**

Type your computer name. (Supplied by PATHIS)

Enter your BlazerID and password in this format

The following window may show. Check the box and click **Yes**
You should now see the exact desktop you would see if you were sitting at the office computer with you logged on. You’ll know you are in a remote session by the banner at the top of the screen with your office computer name showing.

When your work is complete, the proper way to logoff the office computer is right-click the Windows icon at the bottom, left corner of the screen hover the mouse over **Shut down or sign out** and click on **Sign out**. You’ll be logged off, disconnected from the remote computer and returned to your local computer screen.