

RemoteApp and Remote Desktop Academy Devices How To Guide



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A Landau Forte Charitable Trust Academy

RemoteApp and Remote Desktop – Microsoft Windows OS

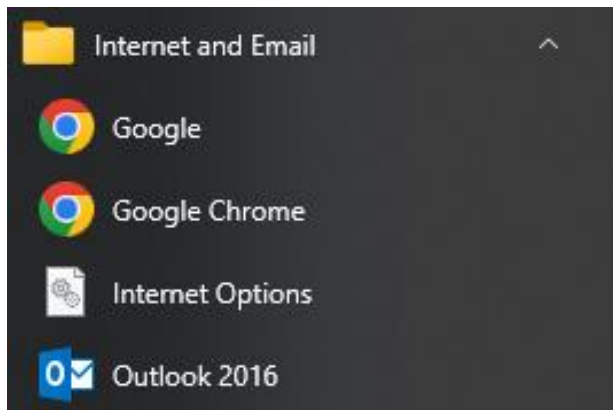
Landau Forte has pre-configured your Trust laptops with the facility to connect to Trust resources from home.

Before connecting you must perform the following:

- Make sure you have logged onto your laptop before taking away from site.
- Removed your proxy details from Internet Explorer. These will need to be enabled again when returning to your Academy.
- Connect to your home wireless network.

Removing Proxy Settings

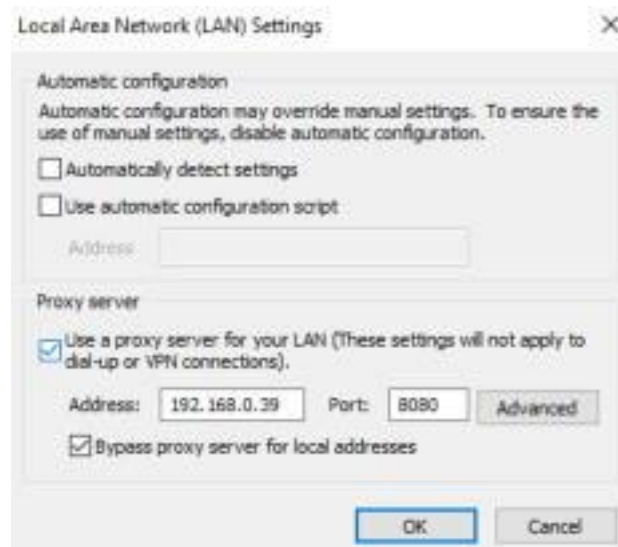
1. Open the Start Menu
2. Click on Internet and Email then Internet Options



3. Select the Connections tab and click LAN Settings.



4. Under Proxy server uncheck "Use a proxy server for your LAN"

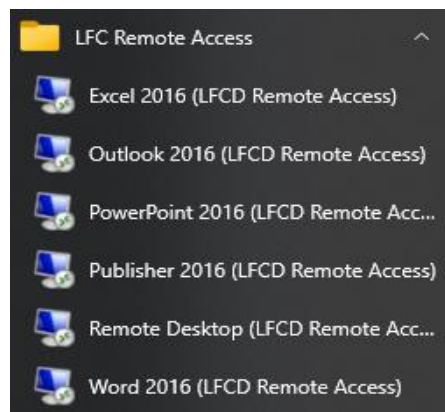


5. Click Ok to close both dialog boxes.

NOTE: You must repeat the steps above to re-enable the proxy settings when you return to your site, note the proxy address for Moorhead is 10.19.0.180

Initiating a connection to Remote Desktop and RemoteApp

1. On your start menu you will have a set of links to access RemoteApp and Remote Desktop. These can be found under “***SITENAME Remote Access**”.



2. You can choose to either access the full Remote Desktop app or just individual applications e.g. Microsoft Outlook.
3. After selecting one of the applications you will be asked to verify that you trust the publisher. Check the box “Don’t ask me again for remote connections from this publisher” and click Connect.



4. When prompted enter your Academy login details as **LFC\USERNAME** followed by your password

