How to connect to Remote Desktop Server



Environment

- Windows XP
- Windows Vista
- Windows 7
- Windows 8 & 10

Opening the Remote Desktop application?

Windows XP machine:

The remote desktop software is already installed on your computer. Click on the Start menu and go to Programs-Accessories-Communications-Remote Desktop Connection.



You may also find it under Programs-Accessories.





Windows Vista / Windows 7

Much like the above instructions, the application can be found under the Start Menu and within the 'Accessories' Folder.





Launch the Remote Desktop Connection, and scroll further for further instructions:

Windows 8 & 10

Perform a left-click on the Windows button in the bottom-right hand corner of the screen.

After the click and the Start menu appears, start typing 'remote desktop connection'. Click on the app called 'Remote Desktop Connection' to launch it.



Enter Server address





SIDE NOTE: PRINTNG

Before connecting if you wish to print, Click on 'Show Options', then the local recourses tab Ensure that the Printers check box is checked.

nemote 💀	Desktop Connection		_		\times			
	Remote Deskto Connection	р						
General Di	splay Local Resources E	perience	Advanced					
- Remote au	idio Configure remote audio sett Settings	ings.						
Keyboard	Apply Windows key combin	ations:						
	Only when using the full screen ~							
- Local devi	es and resources							
Choose the devices and resources that you want to use in your remote session.								
	Printers	Clipbo	ard					
	More							
Alide Opt	Local devices and resources Choose the devices and resources that you want to use in your remote session. Printers Printers More Hide Options Connect Help							

Go back to the 'General' tab and click on 'Connect'.

Provide login credentials to the server

Enter your username and password, or click Use another account if you'd like to login with a different username. Please note that a domain will need to provided if not already cached for the connection. Provide your domain by typing the domain with a backslash before entering your username. See picture below as the Airpear domain is passed as airpear\username.



B Remote Desktop Connection	-	-		×			
Windows Security				>	×		
Enter your credentials							
These credentials will be used to connect to desktop12.airpear.net.							
username							
Password]					
airpear\username							
Remember me							
More choices							
ОК	С	ancel					
Hide Options	Connec	t	Help				

And click 'OK'

If these steps, do not work for you contact support@airpear.net

