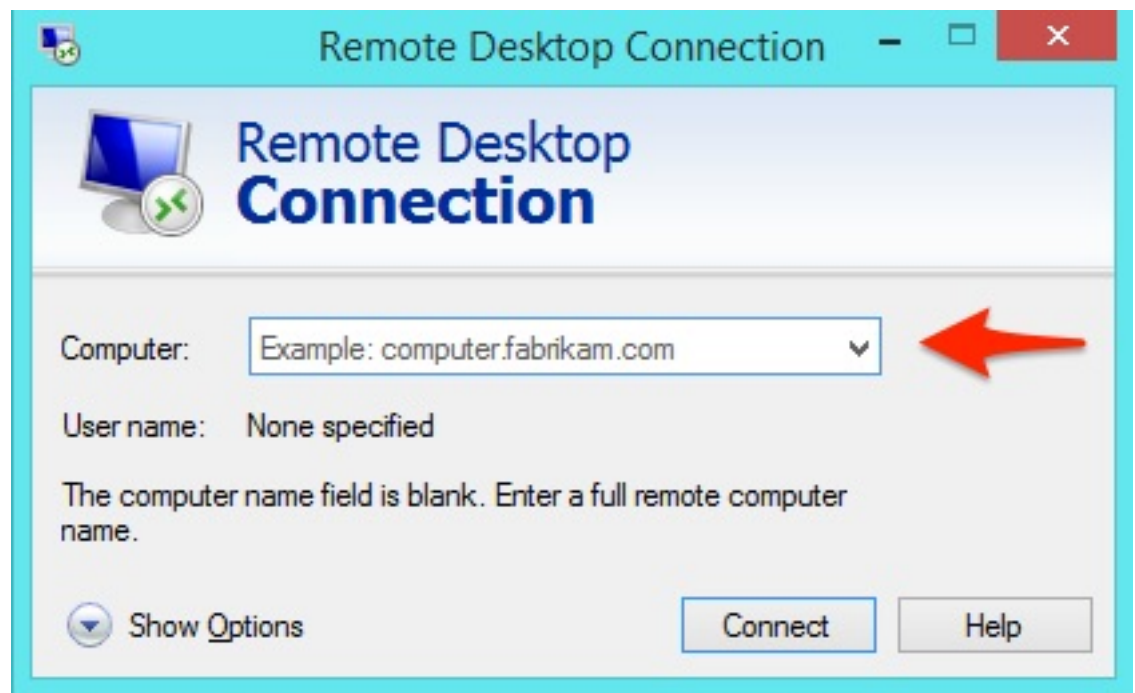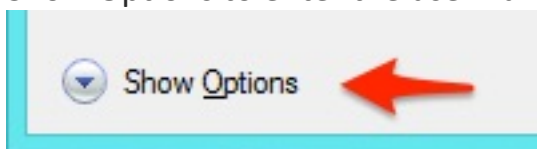# Remote Desktop for Windows 7

1. On the computer being used to connect to the remote computer, launch the **Remote Desktop Connection** by clicking on the start menu; navigate to **All Programs, Accessories,** and then **Remote Desktop Connection**.

2. Enter the name of the remote computer into the **Computer** field. There are 3 values that can be entered for the computer name:

   a. **Computer name**
   b. **Computername**.win.uthscsa.edu or
   c. IP (internet protocol) address – 129.111.xxx.xxx
      For various reasons, one or more of the above methods may not work. In the event that one connection method is not working, try one of the other naming conventions. **For off campus users double check that VPN is running before you attempt to connect to the remote computer**.
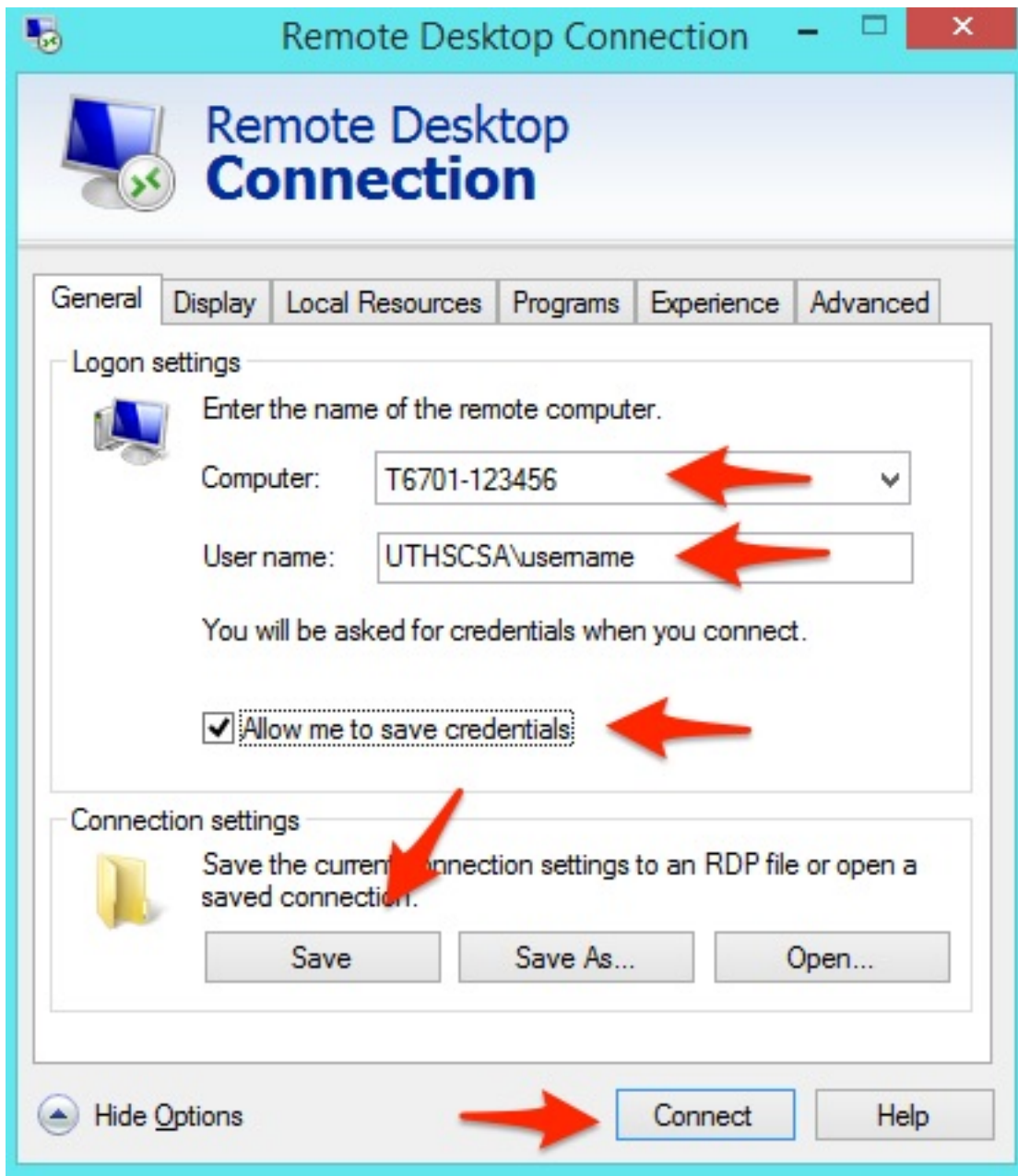

3. Show Options to enter the user name.

4. Enter your user name in the following format: UTHSCSA\username
   Example: UTHSCSA\smitho12

5. Check *Allow me to save credentials*

6. Click *Save* and then *Connect*

Remote Desktop Connection

Remote Desktop Connection

| General | Display | Local Resources | Programs | Experience | Advanced |

Logon settings

Enter the name of the remote computer.

Computer: T6701-123456

User name: UTHSCSA\username

You will be asked for credentials when you connect.

☑ Allow me to save credentials

Connection settings

Save the current connection settings to an RDP file or open a saved connection.

Save   Save As...   Open...

Hide Options   Connect   Help

7. The same log on screens will be displayed as when logging into the

computer locally.

Note: When **on campus** and connected to the network by cable or through HSCWave you may start the Remote Desktop Connection program and follow the below steps.

If you are **off campus you will need to connect via the VPN software before you may remote to another computer on campus. Search the instructions on setting up the VPN on the UTHSCSA website for your version of the operating system (Window7, Windows 8.1 or Mac).