# Expanded guide to Microsoft Remote Desktop Connect (Employees)

You can login to a WSU Tech computer session by using the Microsoft Remote Desktop Connection application that is built into every Microsoft Windows Computer and available for download on Apple and Android devices.

1. On Windows 10 Computers use the Search Windows box to find Remote Desktop Connection:
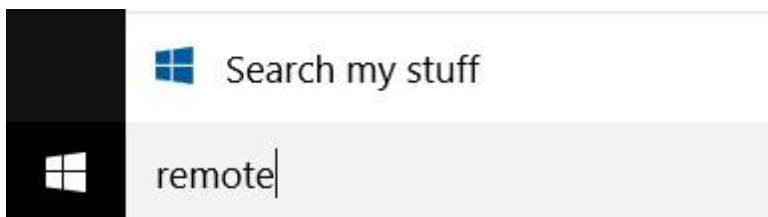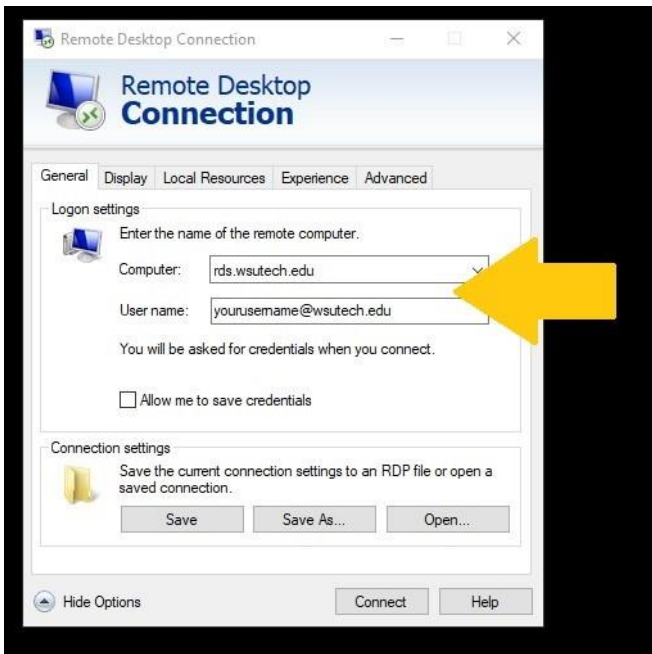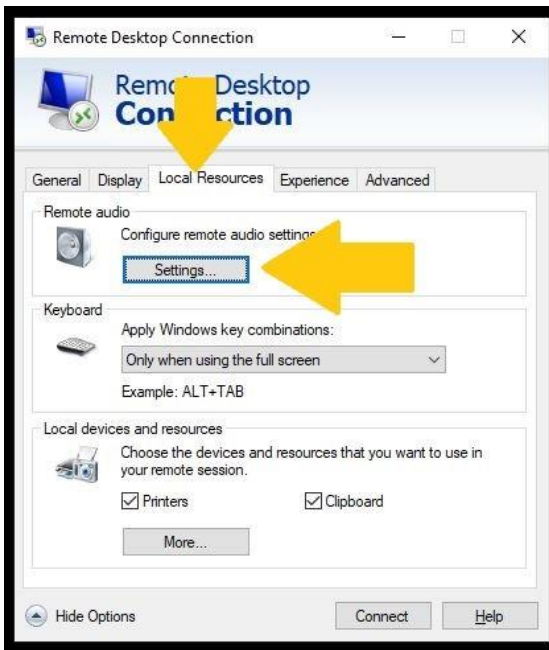


Results should be:
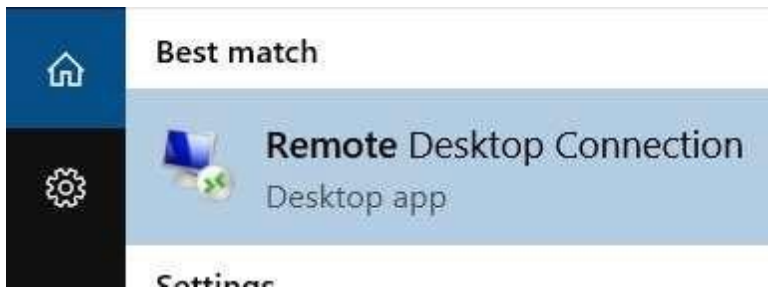


2. After clicking on Remote Desktop Connection, enter **RDS.wsutech.edu** in the box then click "**Show Options**":

3. When the option screen opens, fill your WSUTech email address in the "**User Name**" box.



4. Next, Click the "**Local Resources**" tab and adjust the "**Remote audio**" settings:

5. Click the buttons for Remote audio playback to allow "**Play on this computer**" and for Remote audio recording to "**Record from this computer**", click ok.



6. One unique requirement for the new servers is to configure the "Connect from anywhere" gateway. Click on the advanced tab, and then the "Settings" box.
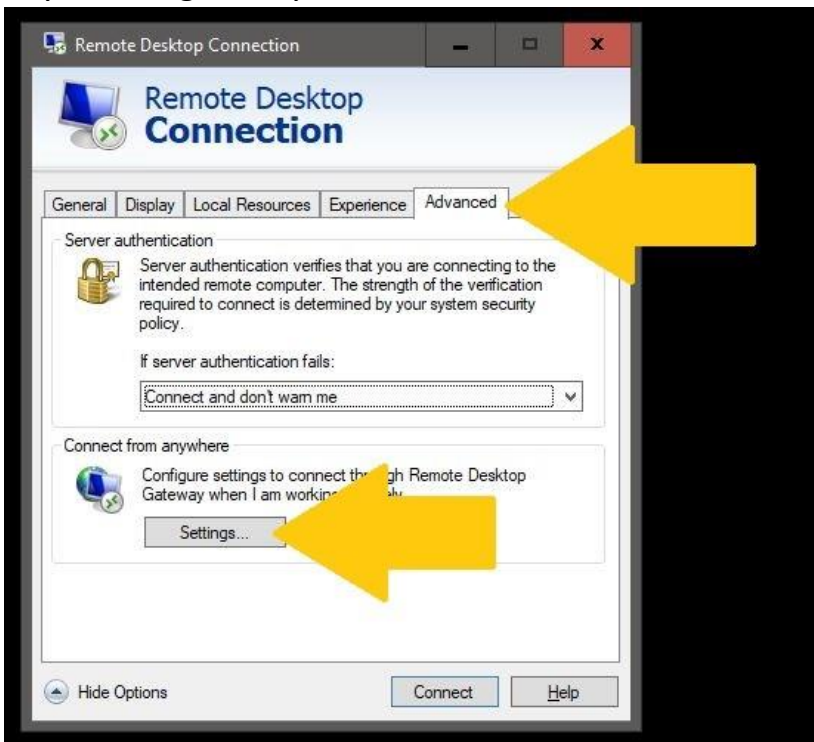
7. In the RD Gateway server settings click "Use these RD Gateway server settings":
Input "RDS.WSUTECH.EDU" into the box.
For Logon method select "Ask for password".
Click the box under "Logon Settings" that reads: "Use my RD Gateway credentials for the remote computer"
Click "OK", then "Connect".
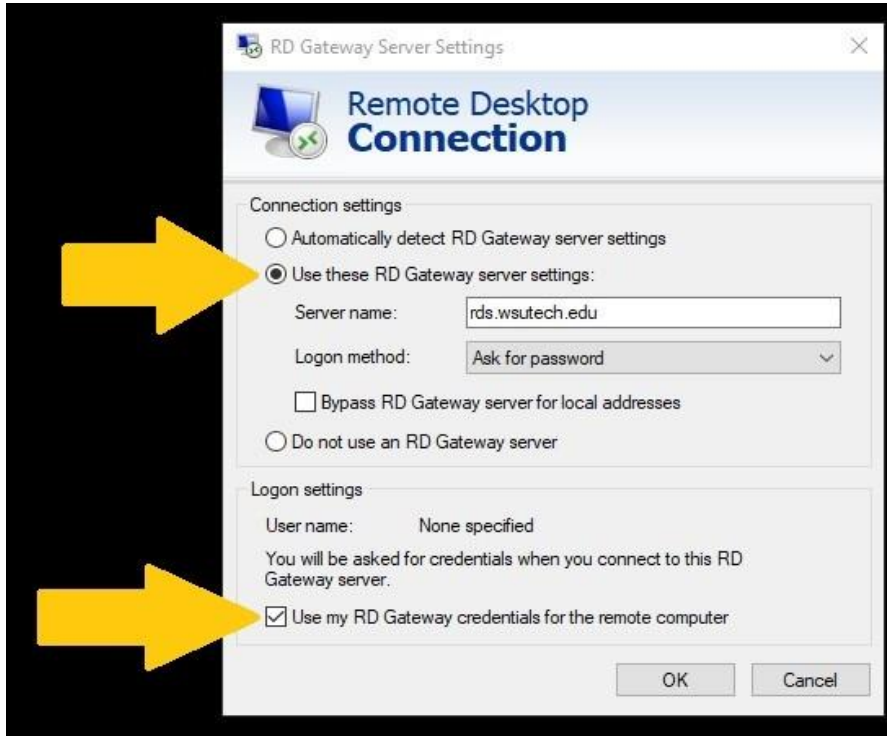


8. You may be prompted to trust the remote connection, make sure the name is "RDS.wsutech.edu" before clicking "Connect". You may choose to select the highlighted box to make future connections trusted automatically.
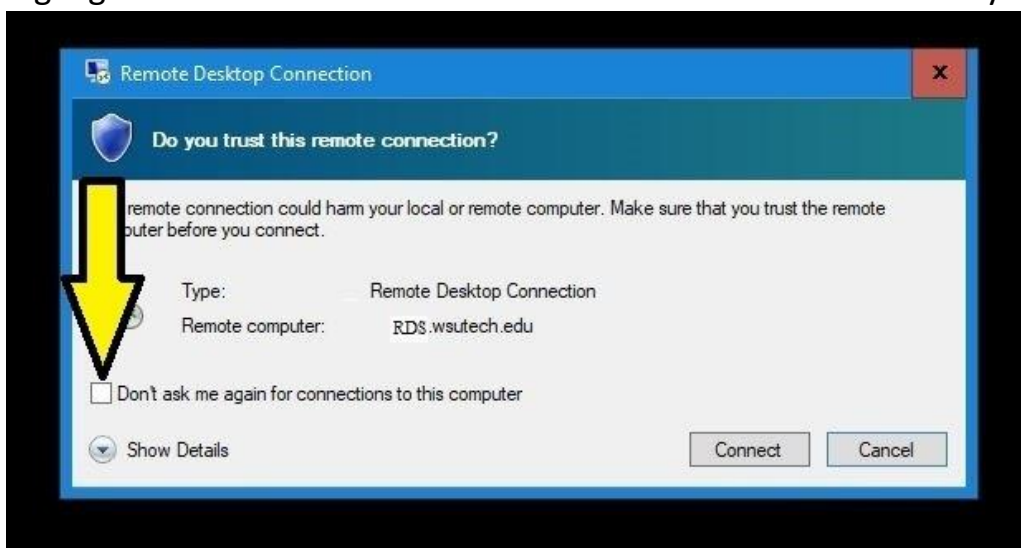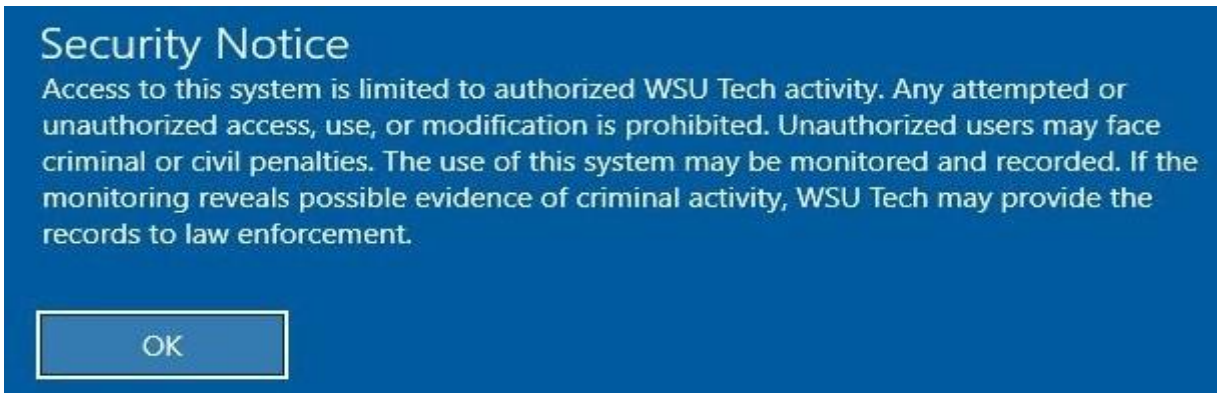
9.    Login to your session with your WSUTech password:
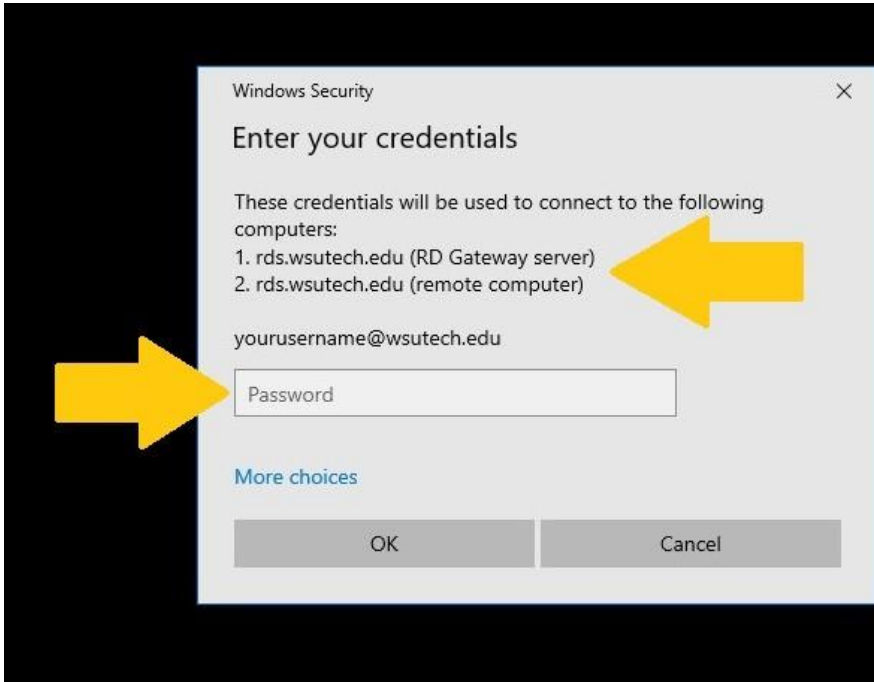


**Note:** If the domain name is blank or incorrect, you may need to specify it.  To achieve this click the "more choices" link and then "use a different account" button.  Enter your Email address and password to continue.

10.    You should see the Security Notice Banner:



Read it – Then click OK to continue to your remote session.

**Android and Apple Users can use the Microsoft Remote Desktop App from the App Store:**



Microsoft Remote D
Microsoft Corporation
★★★★☆

\*Note: If you're using Remote Desktop from off campus your speed may be limited by your Internet connection. Video or fast animation should not be used with remote desktop connect.