Remote Desktop to Office computer from home

Before leaving campus, write down your barcode tag # from the left side of your computer (ex. 100GBKT). This is needed to remote to your office computer when at home.

Open the FortiClient app, enter your credentials and click Connect.
Once the VPN is connected, run Remote Desktop Connection

![Remote Desktop Connection](image)

Click the Start menu (or round colored ball in lower left of screen), All Programs, Accessories or for Windows 8 and newer Windows Accessories, Remote Desktop Connection. **or you can just search for Remote Desktop**

Type in your Computer Name with .kutztown.edu (ex. 100GBKT.kutztown.edu) and click Connect. You will be asked for your username and password to continue. If your username alone does not work, try typing kutztown\username and then your password.

When done using Remote Desktop, close the window.

To Disconnect from VPN, Click the Disconnect button and close the client.