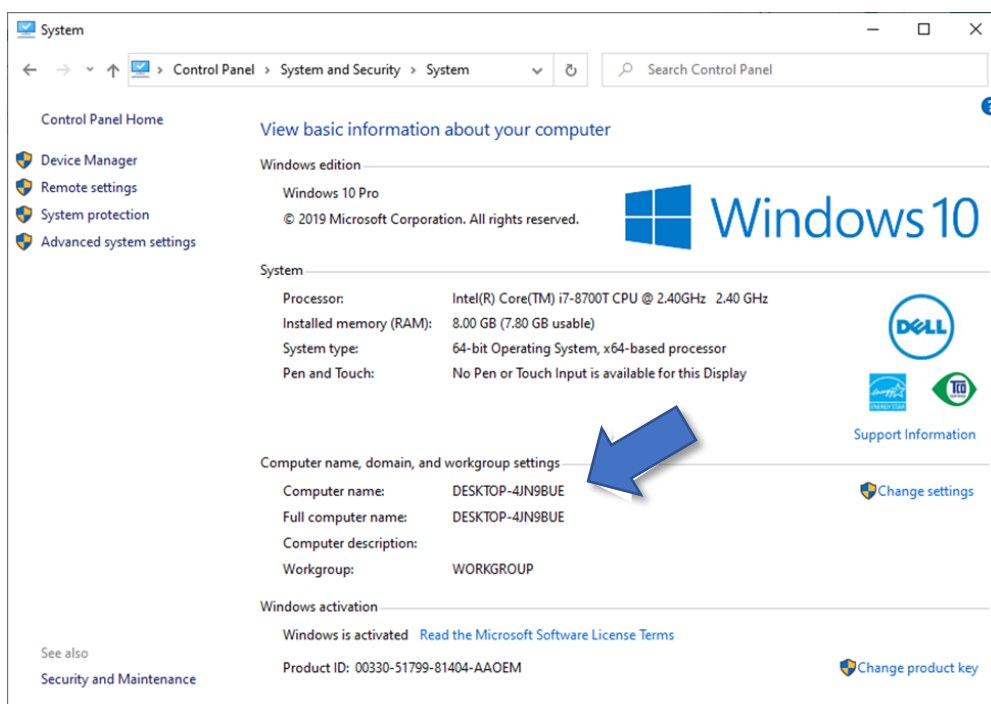


Finding your computer name in Windows 10

1. Open the **Control Panel**.
2. Click **System and Security > System**.
3. On the View basic information about your computer page, see the **Full computer name** under the section **Computer name, domain, and workgroup settings**.



Locating Remote Desktop for Mac OS

In most cases Microsoft Remote Desktop will need to be installed:

Launch the App Store and search for **“Microsoft Remote Desktop”**



App Store

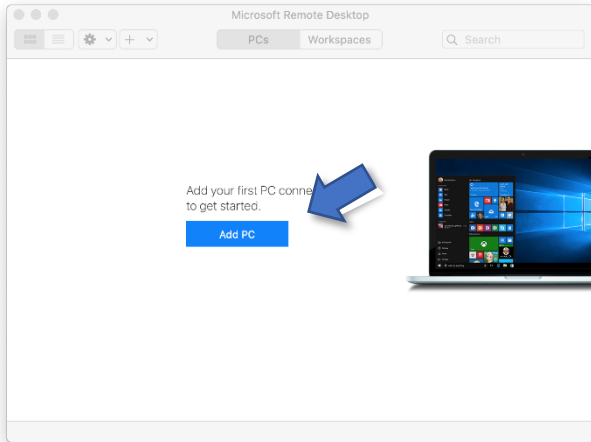
Once you have downloaded, launch the **Microsoft Remote Desktop 10** app



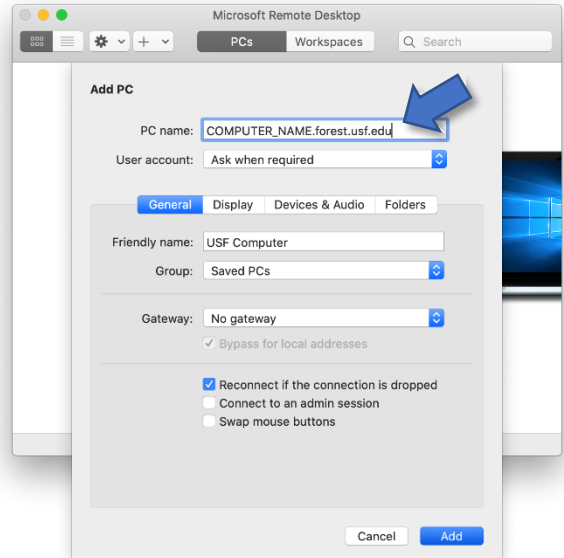
Microsoft Remote
Desktop

Setting Up Remote Desktop for Mac OS

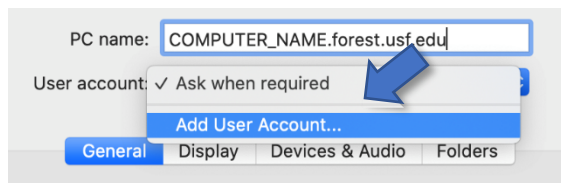
1 Once you have launched **Remote Desktop** select “Add PC”



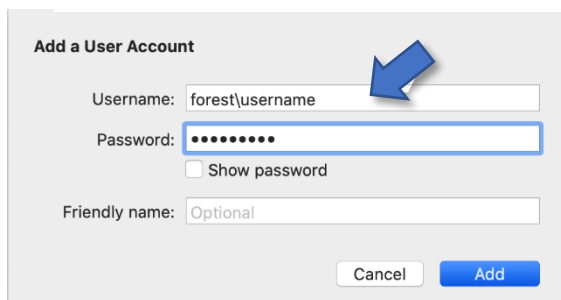
2 Enter your unique **Computer name** (COMPUTER_NAME.forest.usf.edu) and a Friendly name



3 In the same window select User account and select “Add User Account..”

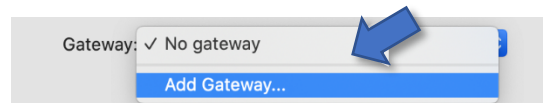


Enter your **Username** (forest\username) and **Password** and click **Add**



You will be directed back to **Add PC** Window

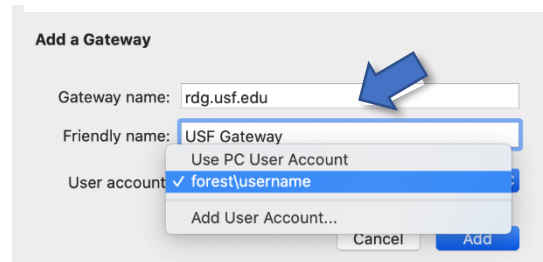
4 Next select Gateway and pick “Add Gateway...”



Enter Server name: **rdg.usf.edu**

Enter a Friendly Name “**USF Gateway**”

Finally select your **forest/username** in the User account drop down and click **Add**



Click on **Save**, you will be directed to your PC Connection Profile

Using Remote Desktop for Mac OS

Once you have completed your initial setup of Microsoft Remote Desktop you will be able to connect to your USF workstation.

- 1) Double-click on your **USF Computer** profile after launching Remote Desktop
- 2) Your Mac will connect and open a window to your office Workstation
- 3) From here just login as if you were working on your office computer at work

