

Requirements for Remote Desktop Access to your office workstation

To access your workstation remotely once connected to VPN, you need two things:

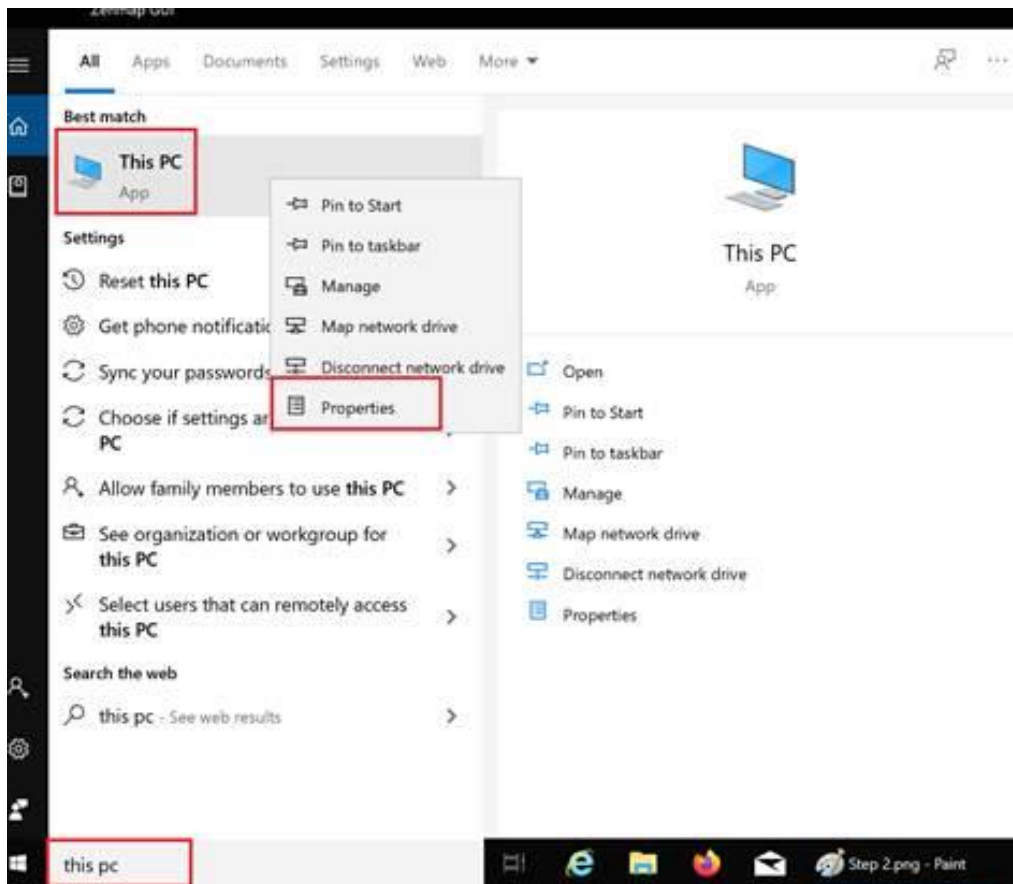
- Ensure your workstation has remote access enabled
- Know your computer name
- Ensure your workstation is turned on in your office

See below for detailed instructions for these items.

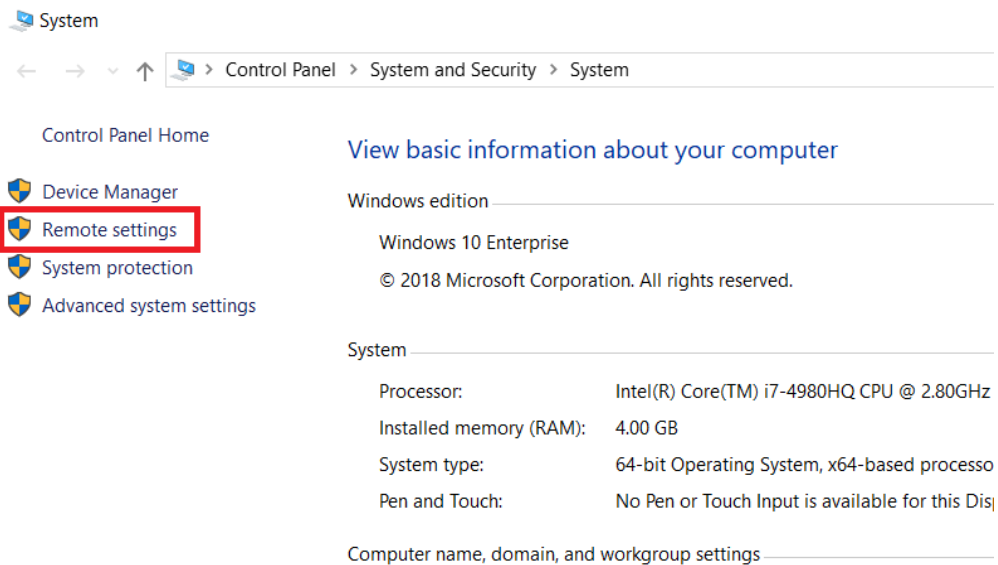
Ensure your workstation has remote access enabled

Windows 10

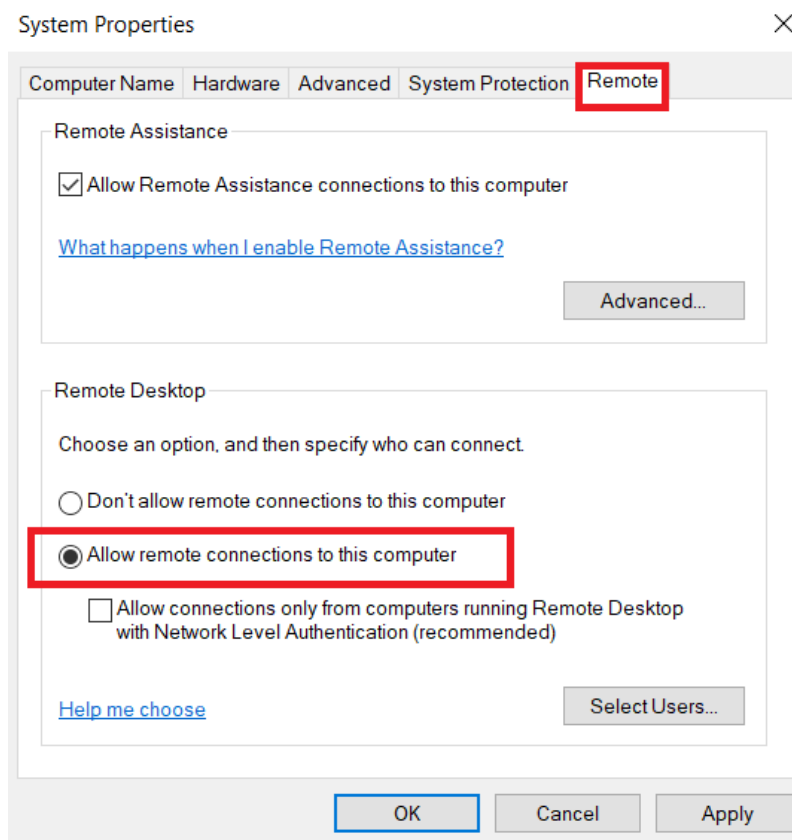
1. On the bottom-left search bar, type in "this pc" (w/o quotes). Once you see the "This PC" icon on the top, right-click and select "Properties".



2. Choose "Remote settings"



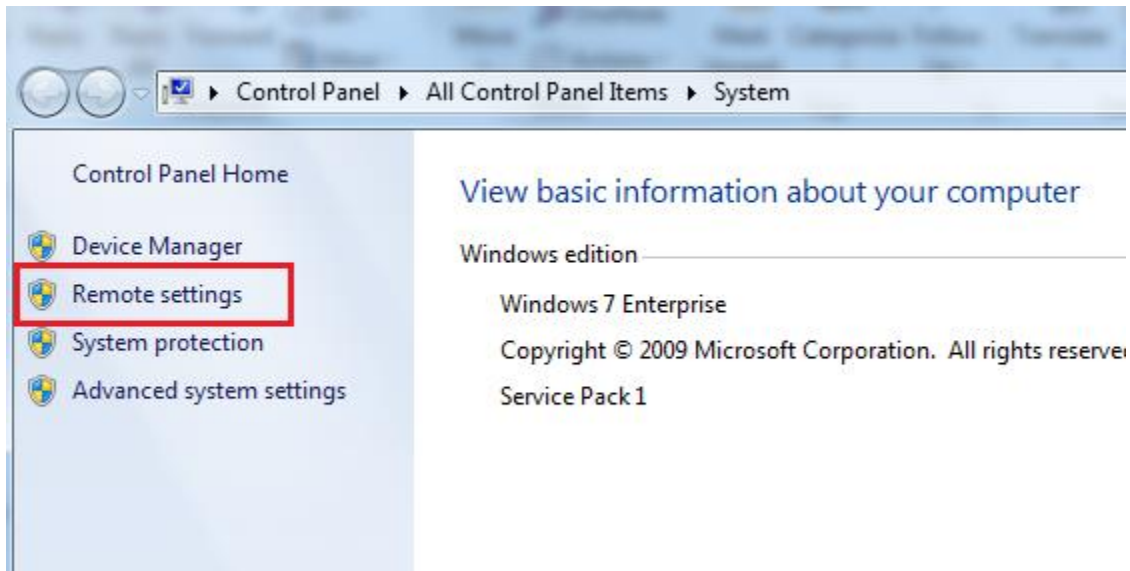
3. Ensure that the “Allow remote connections to this computer” is selected as indicated below



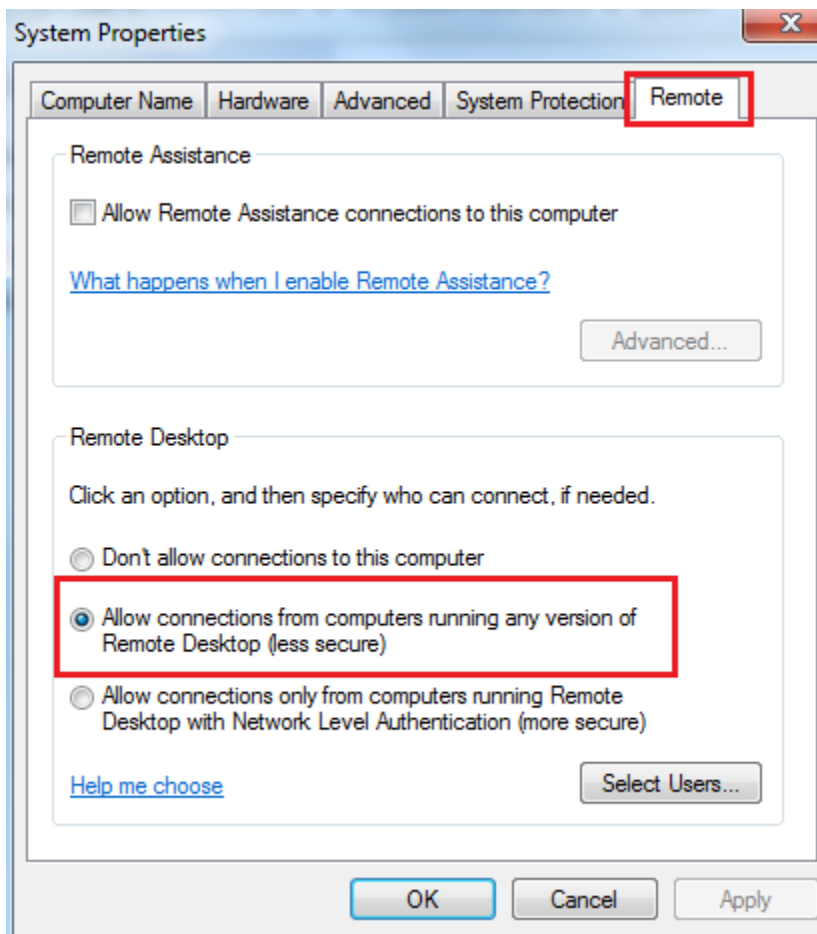
Windows 7

1. Right-click “Computer” icon on desktop; click Properties

2. Click on Remote Settings



3. Ensure that the “Allow connections from computers running any version of Remote Desktop (less secure)” is selected as indicated below

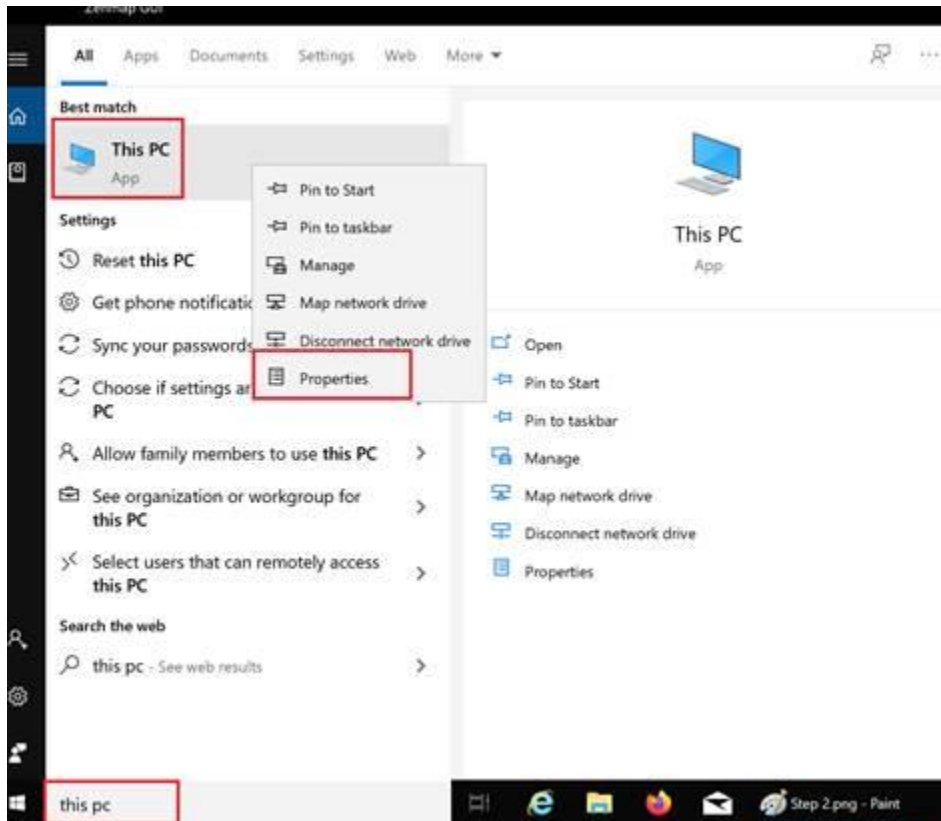


Find your computer name to use with Remote Desktop Protocol (RDP)

You need to use your computer name to connect to your workstation remotely

Windows 10

1. On the bottom-left search bar, type in "this pc" (w/o quotes). Once you see the "This PC" icon on the top, right-click and select "Properties".



2. Once you found the properties page, this is where to find the computer name:

System

Control Panel > System and Security > System

Control Panel Home

- Device Manager
- Remote settings
- System protection
- Advanced system settings

View basic information about your computer

Windows edition

Windows 10 Enterprise

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System

Processor:	Intel(R) Core(TM) i7-4980HQ CPU @ 2.80GHz
Installed memory (RAM):	16.0 GB (15.9 GB usable)
System type:	64-bit Operating System, x64-based processor
Pen and Touch:	No Pen or Touch Input is available for this device.

Computer name, domain, and workgroup settings

Computer name:	DESKTOP-0IG46V0
Full computer name:	DESKTOP-0IG46V0
Computer description:	
Workgroup:	WORKGROUP

Windows 7

1. Right-click "Computer" icon on desktop; click Properties
2. Once you found the properties page, this is where to find the computer name:

[Control Panel Home](#)

-  [Device Manager](#)
-  [Remote settings](#)
-  [System protection](#)
-  [Advanced system settings](#)

View basic information about your computer


Windows edition

Windows 7 Enterprise

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Service Pack 1

System

Manufacturer:	Montgomery College
Rating:	 Windows Experience Index
Processor:	Intel(R) Core(TM) i5-4310U CPU @ 2.00GHz 2.60 GHz
Installed memory (RAM):	8.00 GB
System type:	64-bit Operating System
Pen and Touch:	No Pen or Touch Input is available for this Display

Montgomery College support

Phone number:	240-567-7222
Support hours:	Monday - Friday (7:30 am until 10 pm)
Website:	Online support

Computer name, domain, and workgroup settings

Computer name:	RLCT0E217624363
Full computer name:	RLCT0E217624363.mc.montgomerycollege.edu
Computer description:	Montgomery College
Domain:	mc.montgomerycollege.edu

See also

- [Action Center](#)
- [Windows Update](#)
- [Performance Information and](#)