

Using MyVPN for Remote Connection: Windows PC to Windows PC

FGCU offers **Faculty and Staff** the option of accessing their FGCU work device (office computer) from home or other locations, providing that the work device is **powered on** with a wired connection (not wireless) to the FGCU private network.

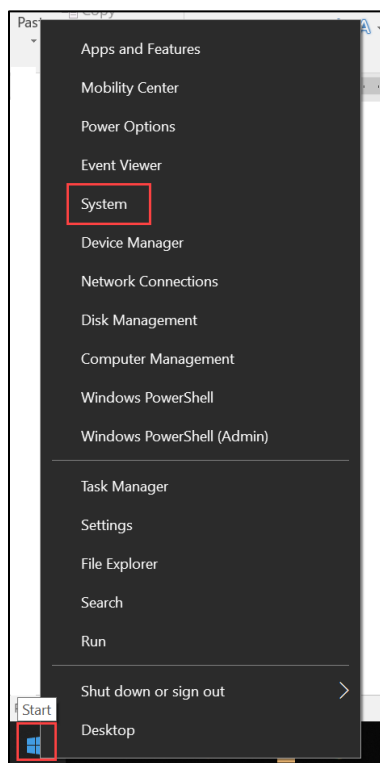
Remote access may be accomplished by utilizing **MyVPN** and/or **Pulse Secure**. Access to network drives/folders *does not require remote access to your office computer*, just a connection to the FGCU private network (wlan-private) via MyVPN.

***Note: Mac** users require **Microsoft Remote Desktop** (available in the App Store) if they would like to connect remotely to a Windows device.

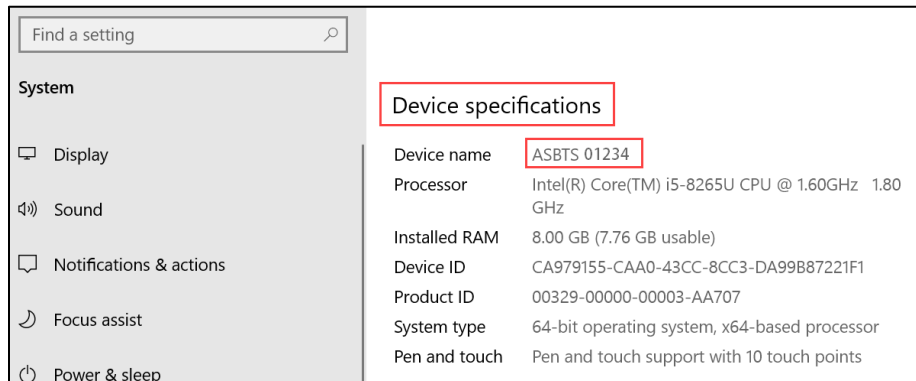
In order to establish remote access to your office/work computer, you must have the **computer name**. Step 1 below details instructions for obtaining your computer name *BEFORE* you leave your office.

Obtaining Your Computer Name

1. On your office computer, **right click** the **Start** button at the bottom left of your Desktop screen; select **System** from the menu displayed

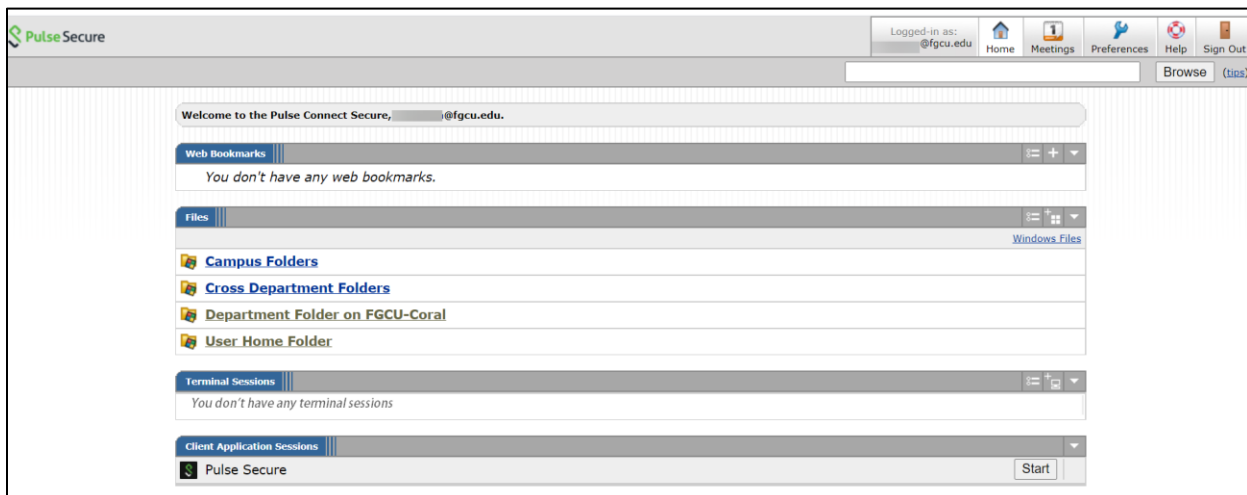
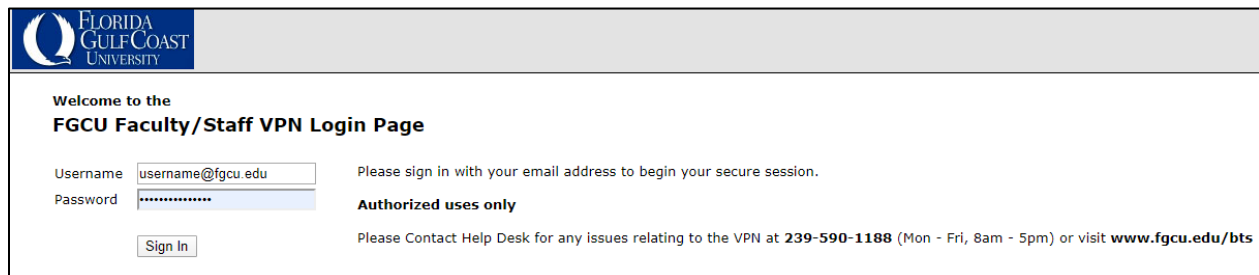


- Under **Device Specifications**, make note of the **Device Name**; this will be required during the remote access process

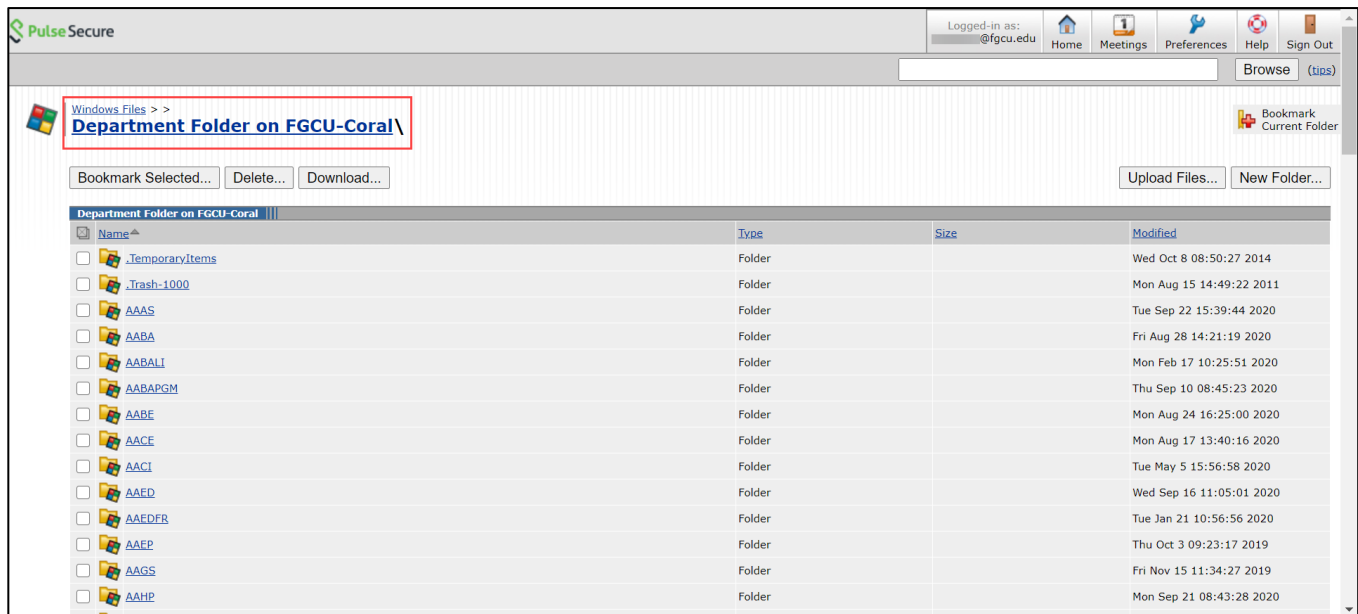


Connecting With MyVPN

- On the computer you are using for VPN access, navigate to <https://myvpn.fgcu.edu/> using your preferred browser ***NOTE: Google Chrome is recommended; do not use Microsoft Edge**
- Enter your complete FGCU credentials; click **Sign In**

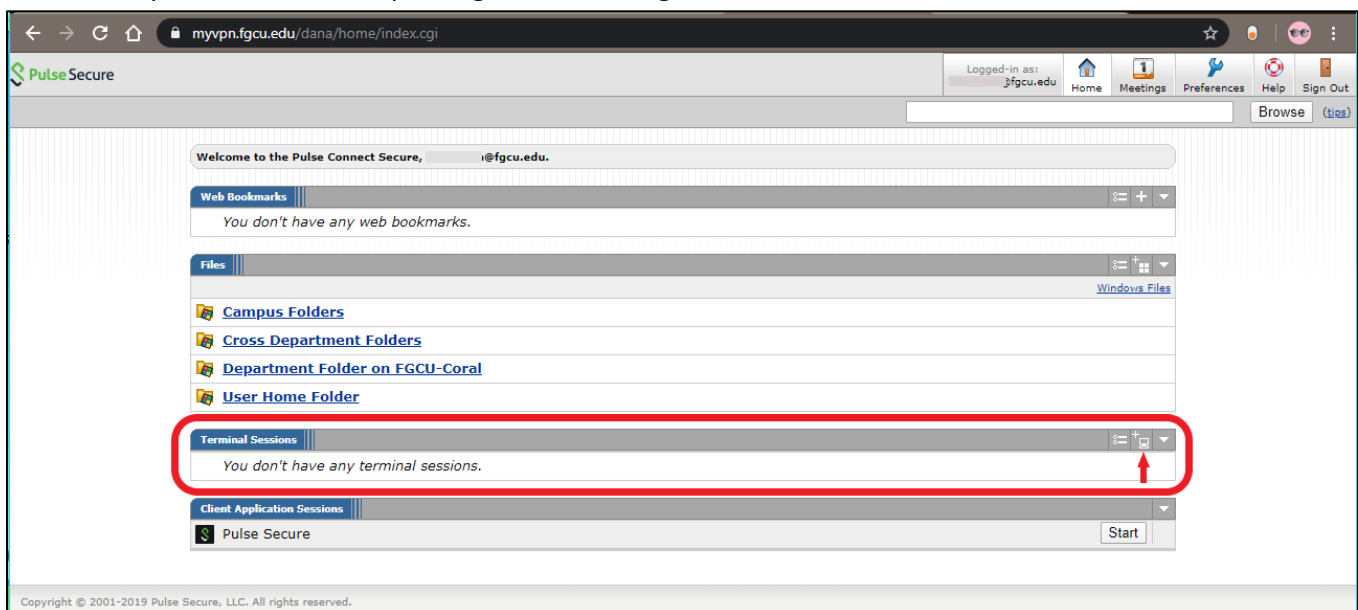


***NOTE:** If access to **Campus Folders, Cross Department Folders, Department Folder** or **Home Folder** (your personal Folder) is what you need, click the **name of the appropriate Folder** from the list displayed to open it, and select as desired.



For **remote access to your Office Computer and associated files**, continue with the following steps:

3. Locate the **“Terminal Session”** field
4. To add a **Terminal Session** for access to your **Office Computer**, click the icon that looks like a computer with a small plus sign at the far right



5. You will be directed to the **Add Terminal Services Session** screen

6. Complete the following fields:
 - a. **Session Type:** Select **Windows Terminal Services**
 - b. **Bookmark Name:** Enter a meaningful name such as **Office Desktop**
 - c. **Host:** Enter your office computer's **Device Name** – *see instructions above for obtaining office device name-* (i.e. "AAAA005555")
 - d. **Screen Size:** Full Screen
 - e. **Color Depth:** select 32-bit (True Color)
 - f. Select **Allow Clipboard Sharing** (Allows you to copy/paste between your local computer and terminal session)
 - g. Select **Connect sound devices – Bring sound to local computer**
 - h. Select **Use Multiple Monitors** if you have multiple monitors and you would like to use all of them during your terminal session

Add Terminal Services Session

Session Type: Windows Terminal Services

Bookmark Name:

Description:

Settings

* Host:
Name or IP address of remote host

Client Port:

Server Port:

Screen Size: Full Screen
Size in characters and rows

Color Depth: 32-bit (True Color)

Session

Authentication:

Username: Username or <USER> for IVE session username

Password:

Start Application:

Launch seamless window
[NOTE: Seamless window check box applicable only for servers running Windows 2008 and later]

Connect Devices:

Connect local drives
 Connect local printers

Allow Clipboard Sharing
Note: Due to limitations in Windows Terminal Services prior to RDP 6.0, disabling the clipboard will disable all local devices

Connect sound devices: Bring sound to local computer

Use Multiple Monitors

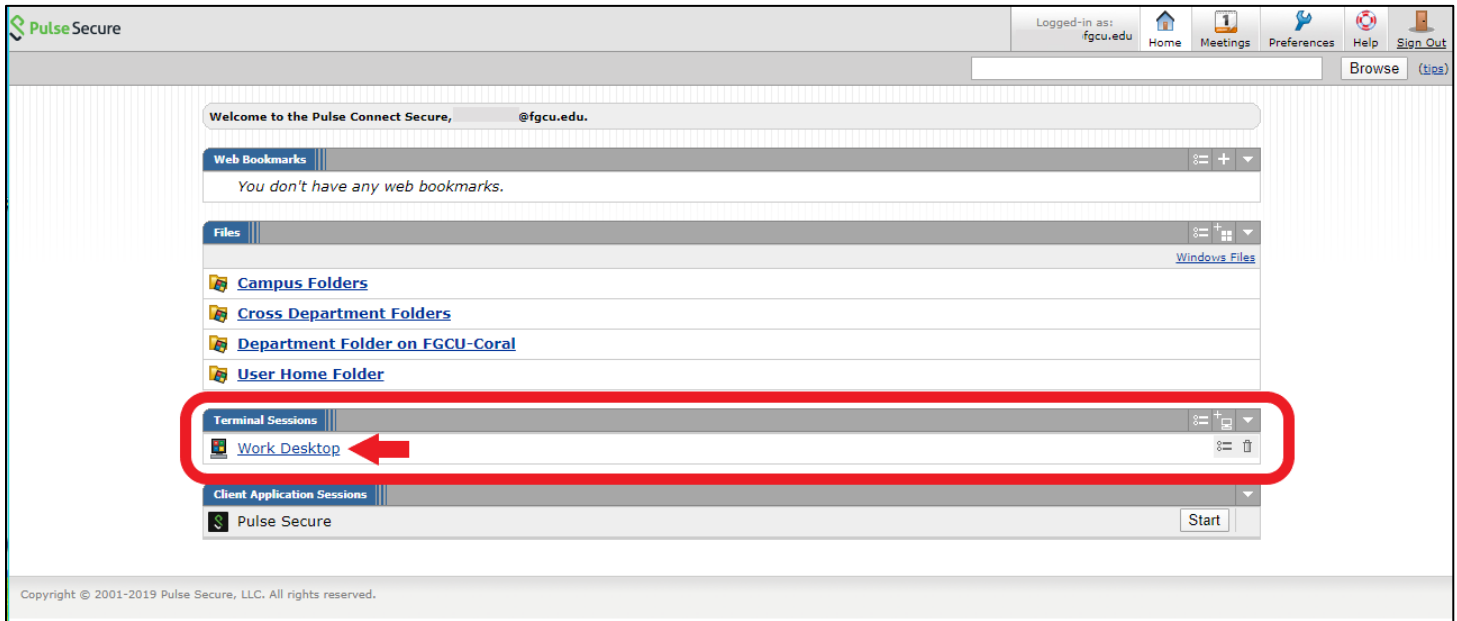
Display Settings:

Add Terminal Services Session?

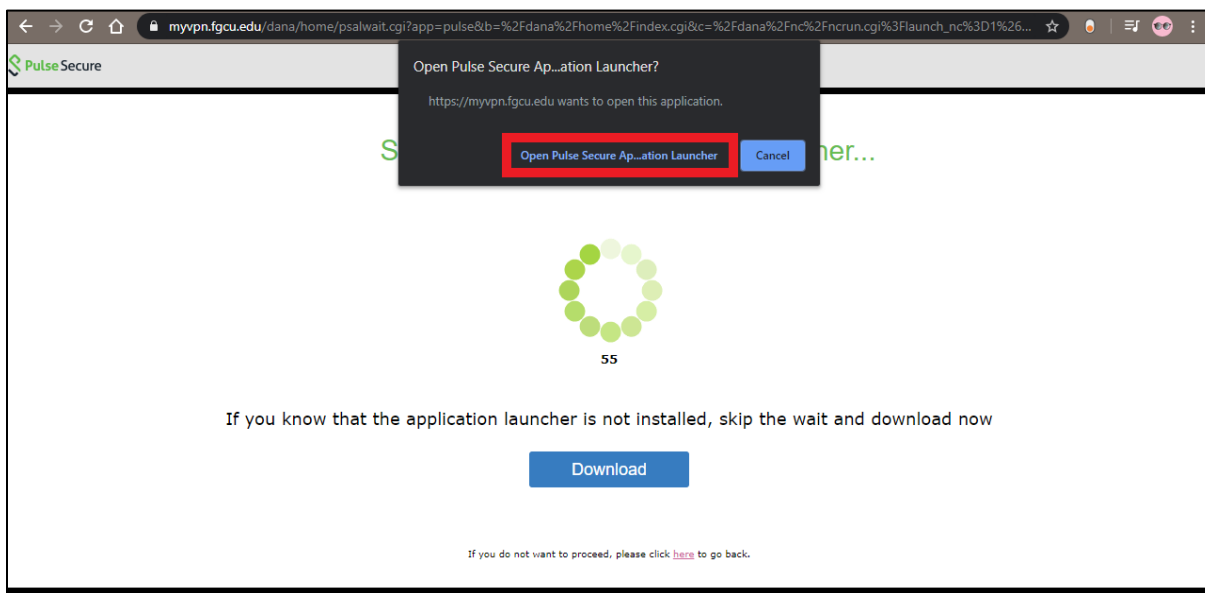
Add Cancel

* indicates required field

7. Click **Add**; you will return to the **PulseSecure** home page
8. Click the link that was added to your **Terminal Sessions** to start remote access to the designated computer



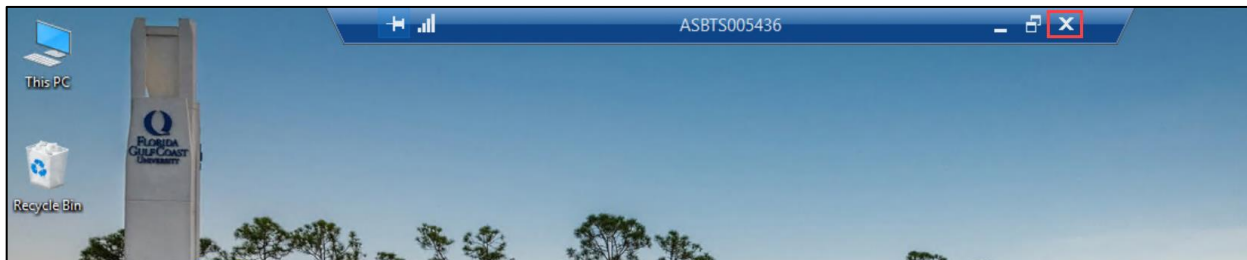
- You will be directed to a new page and prompted to **Open Pulse Secure Application Launcher**. Select the **Open Pulse Secure Application Launcher** option. You will then have established a remote connection to your office computer (Windows PC).



Disconnect Your Remote Session

Disconnect Remote Desktop Access

To close your **Remote Desktop** session (connection to your office computer) click the "X" in the top connection bar on the desktop (home) screen of the office computer.



A disconnect confirmation popup will appear; **click OK** to complete the disconnect.

Disconnect MyVPN

To close your **MyVPN** session, click **Sign Out** at the top right of your screen

