Remote access to the BTC Student network from <mark>off-campus</mark>
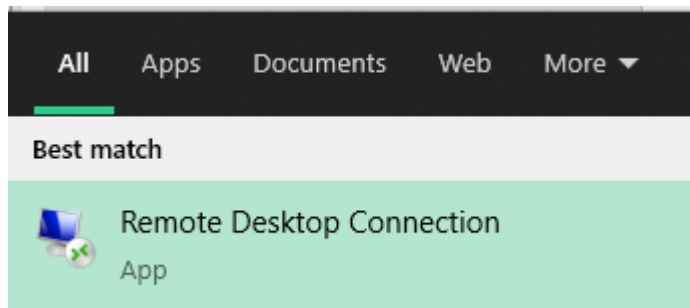
This is to connect to the BTC student server

Avoid accessing internet websites through this server, it will be slow and the graphics may be limited. However, you will be able to access BTC websites and sites like canvas if needed.
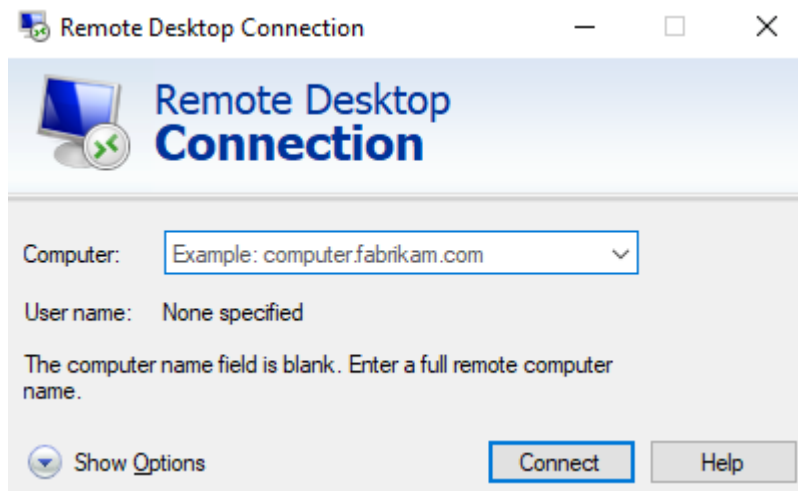
When finished with your work, don't leave it logged in, but log off to prevent security intrusions and to free up resources for other users.

Accessing the remote Client

Windows 8, 8.1 and 10 • Click the Windows Start menu in the bottom left corner of the screen, start typing "Remote," and then select the "Remote Desktop Connection" option when it displays at the top of the menu

The remote desktop application launches

Linux
- This may vary depending on which distribution of Linux you have, but we tested it with Ubuntu, which allows you to access the Terminal Services client from the following menus.
- Applications – Internet – Terminal Services Client

For Macs
- Go to the Apple App Store and search for and install the Microsoft Remote Desktop

Using the remote Client on your computer
The client settings work with Windows, Macs and tablets and Linux with minor differences

Click the "New" button

> General Tab
>> Computer or PC Name – **remote.btc.edu**
>> **Do not** enter username, password, domain
>> **Do not** check "Save my password"
>>
>> After you have made your changes in the tabs explained below, click "Save As" to save your settings. Make a note of the file created and use that shortcut to start your connection. Call it whatever you want, but don't change the extension.
>> Right-Click and "Edit" to edit the shortcut later on as needed.
>
> Display Tab
>> Can adjust screen size, color depth, etc. Set the Colors setting to High Color (16 bit). You can also use True Color (24 bit), but it may decrease the speed
>
> Local Resources Tab
>> For Security reasons most of these settings are blocked.
>> Check "Printers" to be able to print on your home printer
>> Once you connect to the server your printer will appear in the list of printers.
>> (e.g. HP LaserJet 5 (from <Home Computer Name>) in session x
>
> Programs Tab
>> Leave at the default settings
>
> Experience Tab
>> For better performance, **uncheck** the following
>>> Desktop Background Show contents of
>>> window …
>>> Menu and window animation
>>> Themes
>
> Advanced Tab
>> Under the Server authentication in the middle use the arrow drop down box to select "Connect and don't warn me" Close the Options button
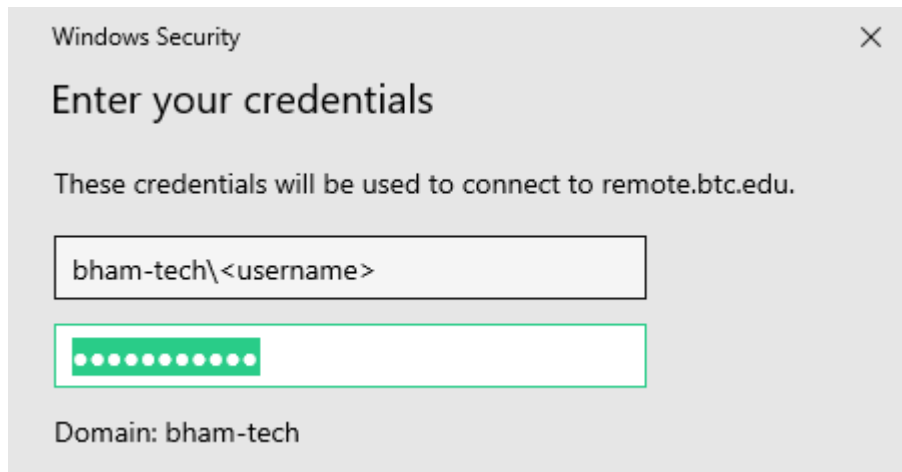
When finished, click "Cancel" on the General tab
Double-Click the shortcut/file created to start the connection. You can follow the steps listed above to make multiple shortcuts/files with different settings – just name them differently.

To edit the shortcut later on right-click on it and select "Edit"

Use the following steps to use your saved connection.
1. Double-Click the shortcut/file created to start the connection
2. Your speed will depend on your Internet connection
3. Once it connects it will ask you to log in. Use your BTC network login name and password

4. The remote server has Office installed, as well as some program applications.
5. You will have access to your network drives, but not to the desktop on your office computer.
6. You can print to your local home printer (See instructions above)
7. The bar at the top of the screen allow you to minimize, maximize or shutdown the connection to the server
8. To logout click "Start" and then "Logout" or use the logoff shortcut on the desktop

When finished with your work, don't leave it logged in, but disconnect to free up resources for other users.

For Mobile Devices (Android Tablets and phones/iPad/iPhone, etc.)
1. Install the RDP app from Apps store
    There are many Remote Desktop (RDP) apps that can be used. We use the **2X** free app on BTC owned Android and iPad tablets. Microsoft also has an Android RDC app available

2. Add a new Connection
    You will get the following options
        • Choose RDP Connection
        • Alias = **BTC Student Network** •   Address = **remote.btc.edu**
        • Port = **3389**
        • Leave Username and Password blank (Entering your information here will violate our security policies). If it requires a username, enter in one blank space

    Display and Experience
    - Leave defaults for best performance

    Save

    To run
    1. Make sure you are connected to the internet
    2. Tap on the "BTC Network" profile that you have just created
    3. Then login to the server. You can use the "Mouse" command from the toolbar to select small items.
    4. A stylus can be helpful if your screen is small