



## Connect to your UHD Computer from Home

*This document describes the steps necessary to prepare your office computer and home computer for remote connection using Virtual Private Network (VPN) and Remote Desktop Connection (RDP).*

### Preparing your at Home Computer for VPN

In order to access your UHD computer over the internet from your home computer, you must first prepare your computer by installing a VPN client and configuring your Remote Desktop Connection. **These two steps only need to be completed one time.** If you have already completed these steps, please proceed to [Get Connected](#) on page two of this document.

**Prepare Step 1:** Install the VPN client on your home computer.

**Prepare Step 2:** Configure your UHD office computer for Remote Desktop Connection.

### What is Virtual Private Network (VPN)?

*Virtual Private Network (VPN) software, “extends a private network across a public network, such as the Internet. It enables a computer or network-enabled device to send and receive data across shared or public networks as if it were directly connected to the private network, while benefiting from the functionality, security and management policies of the public network.” For more information on VPN, visit: <http://en.wikipedia.org/wiki/VPN>*

### Prepare Step 1: Install the VPN client for your home computer.

Download the appropriate version of VPN software for your home computer by going to Faculty and Staff e-Services. Under the **Service and Support** section, Click on **Software Download**. You will then be required to login with your UHD username and password. *The download includes instructions on setting up the VPN software.*

### Remote Desktop Connection

*Remote Desktop Connection allows you to connect to your UHD PC and access all the programs, resources, and accessories installed on it from a remote computer.*

### Prepare Step 2: Configure your UHD office PC for Remote Desktop Connection.

#### Critical Steps:

1. Make sure your UHD PC is on when you try to connect to it remotely.
2. Before using Remote Desktop Connection from a remote PC, you need to know the name of your UHD PC. See instructions below.

#### What is my UHD PC Name?

To find out the name of your UHD PC, right click on the **Computer** icon on the desktop and select **properties**. Make note of your full computer name located in the **Full computer name** field.

## Get Connected

Now that your PC is set up for remote access you will only need to follow the steps below to connect each time.

**Step 1:** Log on to the UHD Network with your home computer using the VPN client.

**Step 2:** Launch the Remote Desktop Connection and proceed to log on to your UHD Computer.

### Get Connected **Step 1:** Use VPN client and connect to the UHD Network

To log on to your UHD Computer remotely, you must first connect your computer to the UHD network using the VPN client.

1. Go to the **Start** menu and under **All Programs** locate the VPN software that you installed in **Prepare Step 1**.
2. Type in your current UHD username and password.
3. Click on **Connect**. *Afterwards you should get a message in your system tray (bottom right-hand corner) that your VPN connection has been established.*

### Get Connected **Step 2:** Log in to your UHD Computer using Remote Desktop Connection

#### How Do I Launch Remote Desktop Client?

1. Go to Start > All Programs > Accessories > Remote Desktop Connection
2. Type in your UHD computer name.
3. Click Connect
4. Click Yes
5. The login screen to your UHD office computer should be visible. Proceed to login as you would when on campus.



If you have questions or need help please contact the IT Service Desk at [ithelp@uhd.edu](mailto:ithelp@uhd.edu) or call us at 713-221-8031.