

Configuring a Remote Desktop Connection

In order to connect to your office computer from another location, there are several configuration steps that must be completed on your office machine. Please remember that your home computer or whichever computer you are using to connect to your office, must be protected with the latest OS updates, antivirus software and antispyware software.

Configuring your Office Computer (Microsoft XP)

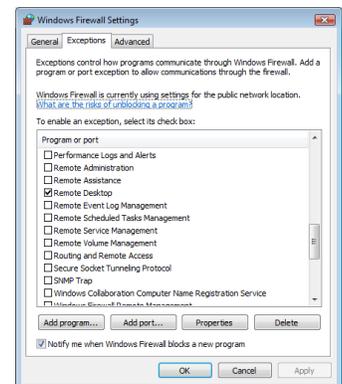
1. Click **Start**
2. Right click the **My Computer** icon
3. Select **Properties**
4. Click on the **Remote** tab (Figure 1)
5. Select “**Allow users to connect remotely to this computer**”.
6. By default, your SMU account will be granted permissions to remote to the machine. Click **OK**
7. Return to the Control Panel and double click on **Windows Firewall**
8. Click the **Exception** tab
9. Scroll down and verify that **Remote Desktop** is checked
10. Click **OK**
11. Go to the Control Panel and double click the **Network Connections**
12. Highlight the **Local Area Connection** icon look at the bottom left corner of that window.
13. Write down the **IP address** of your network connection (129.119.xxx.xxx)
14. Be sure to either log off or lock your workstation but leave it powered on



(Figure 1)

Configuring your Office Computer (Microsoft Vista and 7)

1. Click **Start**
2. Open the **Control Panel**
3. Double click the **System** icon
4. Click **Remote Settings**
5. On the remote tab, select “**Allow connections from computers running any version of Remote Desktop**” (Figure 3)
6. Click **OK**
7. Return to the Control Panel and double click on **Windows Firewall**
8. Click **Change Settings**
9. Click the **Exception** tab (Figure 2)
10. Scroll down and verify that **Remote Desktop** is checked
11. Click **OK**
12. Return to the Control Panel and select **Network and Sharing Center**
13. Locate the **smu.edu** network and click “**View Status**”
14. Select **Details**
15. Write down the **IP address** of your network connection (129.119.xxx.xxx)
16. Be sure to either log off or lock your workstation but leave it powered on.



(Figure 2)



(Figure 3)

Step 2: Download the VPN Client on your home computer

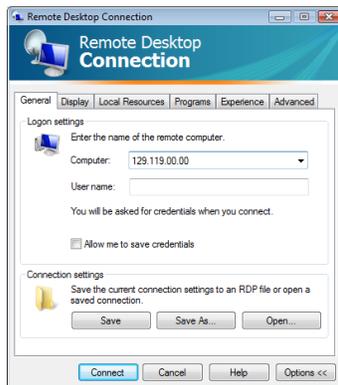
1. Login to <https://securenet.smu.edu> using your SMU ID and password
2. Click AnyConnect on the left hand side
3. Download the AnyConnect client following the instructions located on that website

Step 3: Establish the VPN connection

1. Launch the **Cisco AnyConnect** client from your Programs folder. type securenet.smu.edu in the connection box
2. Click **Connect**
3. Enter your **SMU ID** and **Password** when prompted

Create the Remote Desktop Connection (from your home machine)

1. Click **Start**
2. Click **Programs**
3. Click **Accessories**
4. Click **Communication** (Windows XP only)
5. Click **Remote Desktop Connection**
6. Click the **Options** button
7. Enter the **IP address** of your office machine (Figure 4)
8. Click the **Local Resources** tab (Figure 5)
9. If you wish to access local printers or the clipboard, make sure those two options are checked. *Please note, if you are using a Vista machine at work, this will reset your default printer each time you connect! So only check this option if you need to print to your home printer from your office machine.*
10. Click **Connect**
11. You will be prompted to login to your computer with your SMU account information.



(Figure 4)



(Figure 5)