



## St Hilda's

ANGLICAN SCHOOL FOR GIRLS

The St Hilda's Information Technology network allows for staff to access the network via a remote desktop connection. Connecting via remote access will allow you access to systems such as Maze and the school file system, which are not normally accessible from remote computers.

**Please note:** The Remote Desktop Access service is not available for students.

### **Requirements for Remote Desktop Access**

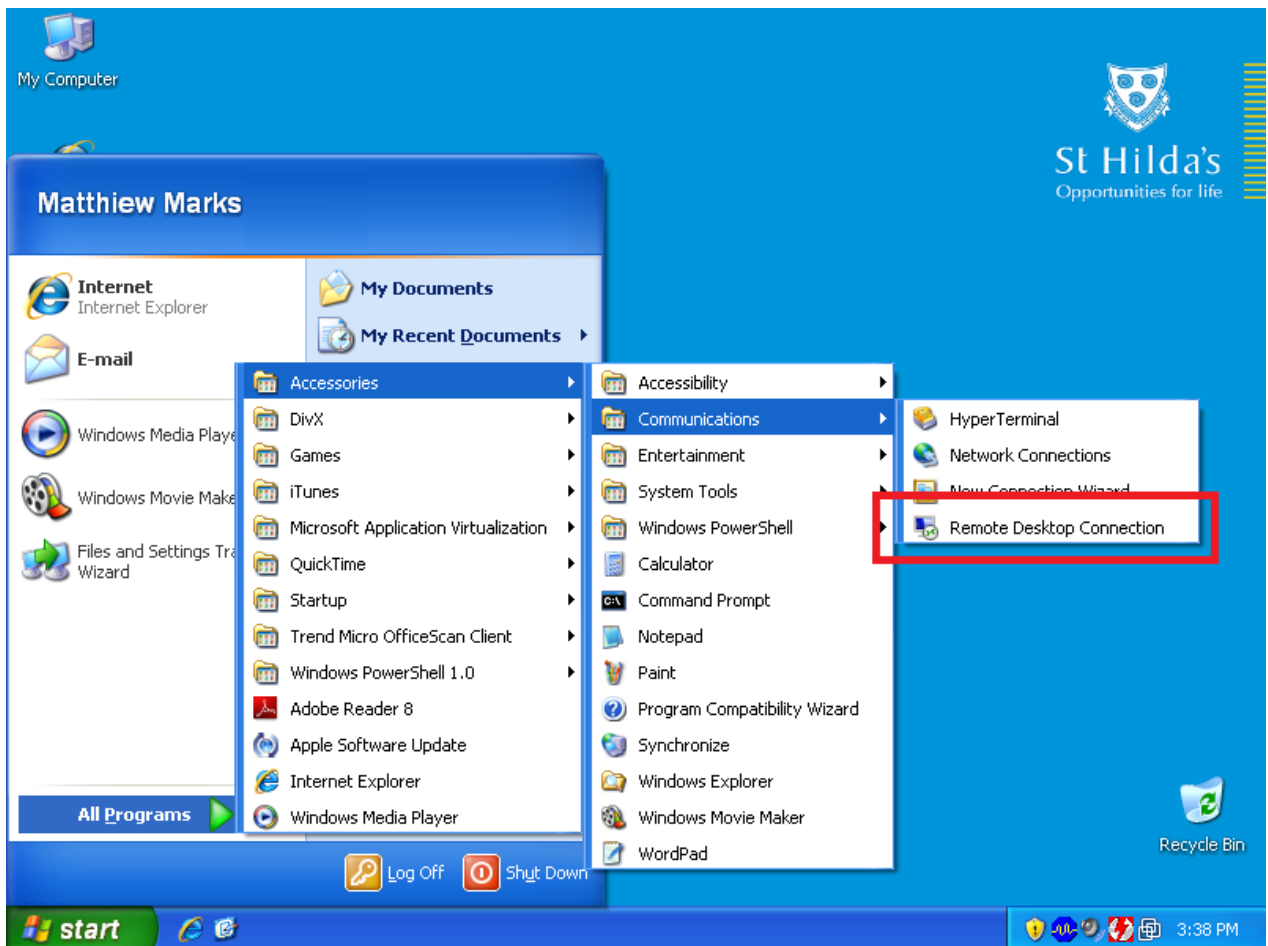
- Internet connection (Broadband connection recommended)
  - Remote Desktop Connection software needs to connect via TCP Port 3389. Public internet cafes or libraries may not allow access to these connections. If you have difficulties connecting to Remote Desktop Access please check with your internet provider if they blocking Remote Desktop Connections.
- A computer with the Remote Desktop Connection software installed.
  - Remote Desktop Connection Software is built into the Windows XP, Windows Vista, Windows 7 and Windows 8 operating systems
  - Remote Desktop Connection Software is available for MAC OSX Operating systems (10.4.9 or later) and can be downloaded from the Microsoft website:  
<http://www.microsoft.com/mac/downloads.msp>  
Please use Remote Desktop Client version 2.0 or later
  - For Apple IOS devices (such as iPads, iPhones etc) or Android based devices remote desktop software such as "2X Client" can be used and can be downloaded from the App store or Google Play store respectively.

## Connecting to the Remote Desktop Access

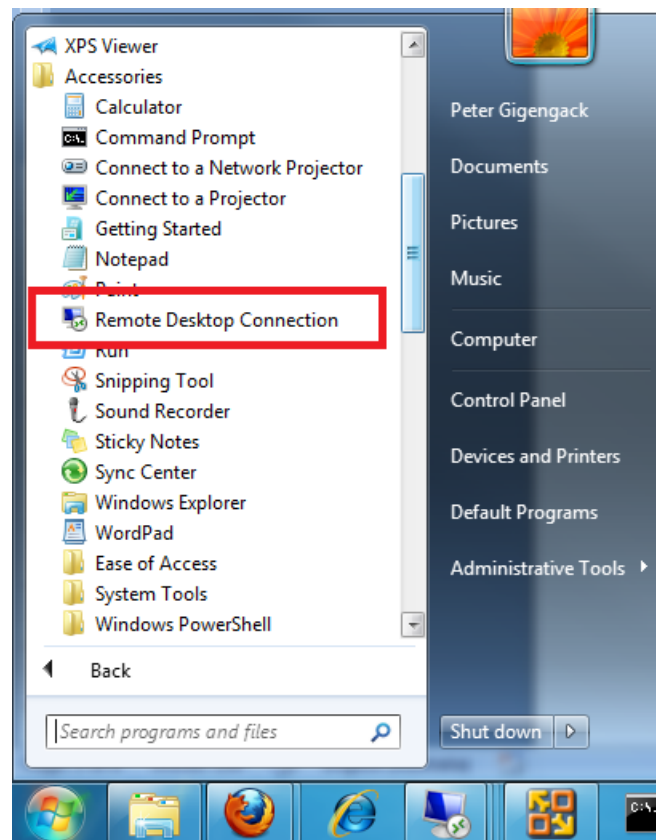
To connect via Remote Desktop Access please follow the below instructions:

### Step 1 – Open the Remote Desktop Software

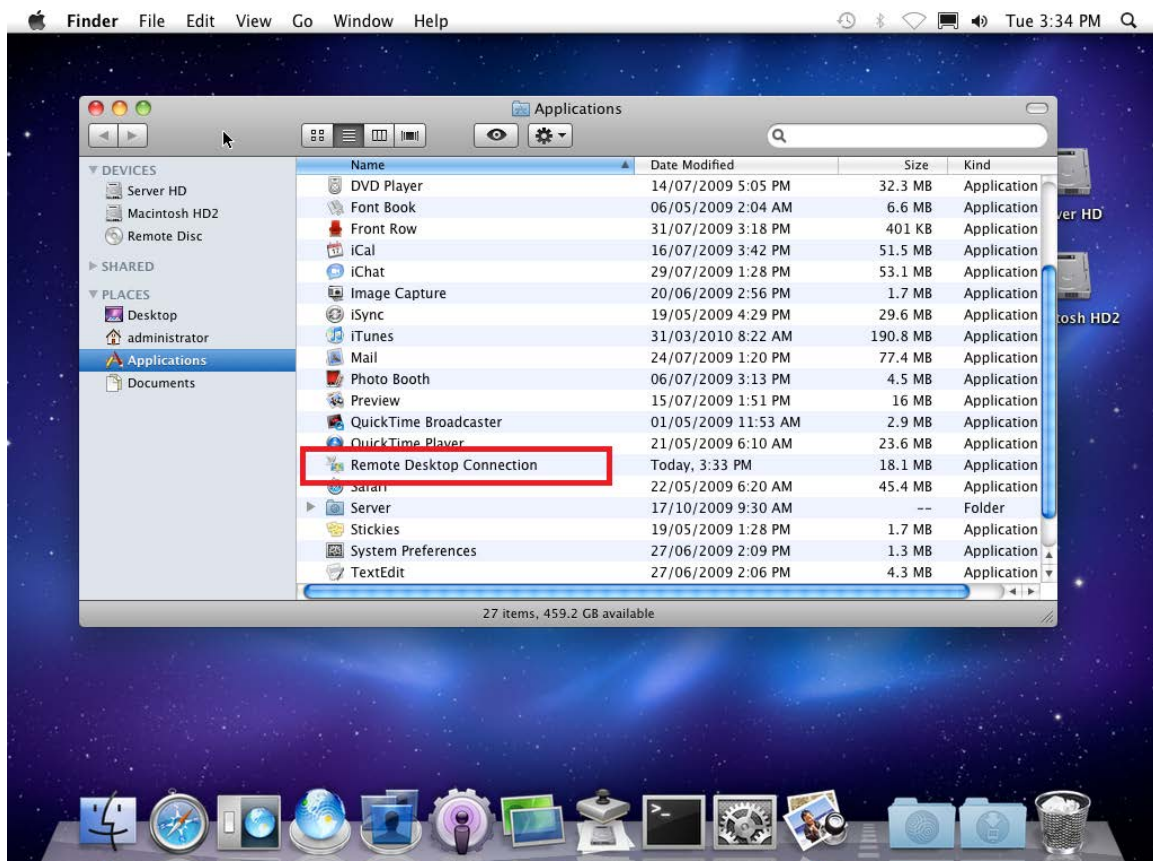
- On **Windows XP Operating systems** this can be located in the start Menu  
Start Menu -> All Programs -> Accessories -> Communications -> Remote Desktop Connection



- On **Windows Vista or Windows 7 Operating systems** this can be located in the start Menu  
Start -> All Programs -> Accessories -> Remote Desktop Connection



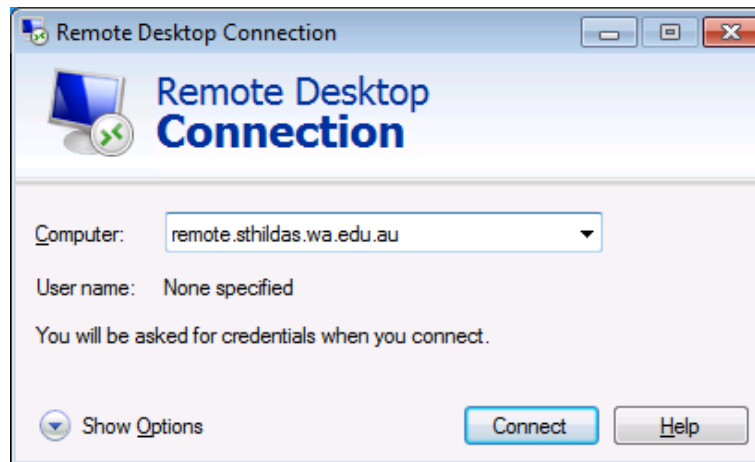
- On **MAC OSX Operating systems** this can be located in the Applications Folder



## Step 2 – Enter Remote Desktop Computer name

Once the Remote Desktop Connection software is open you will need to enter the name of the computer or server you are connecting to.

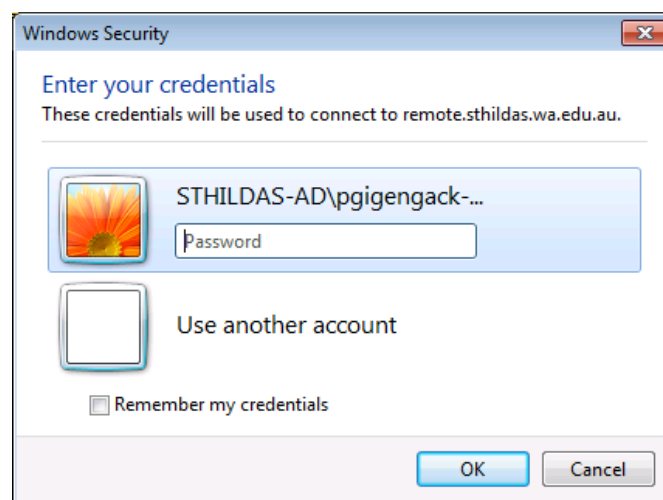
Please enter the following computer name: **remote.sthildas.wa.edu.au**



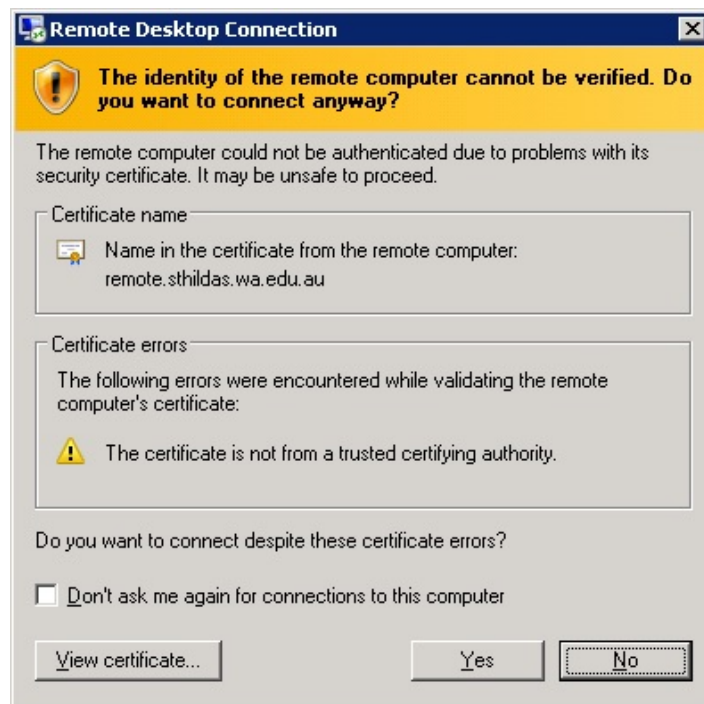
Once done you can press **Connect**

## Step 3 – Provide your login details

You will be prompted to enter your username and password. For the username field please enter the username in the format "sthildas-ad\yourusername". Press OK once done.



You may receive a message advising that the identity of the remote computer cannot be verified. If you are prompted with this please select yes



The login process should begin and you will be presented with your desktop shortly.

#### 4 – Use the Remote Desktop Server

You are now connected and logged on and can utilize the Remote Desktop Connection like you use your computer on campus.

Please ensure that you log out each time you make a connection.

