The following demonstrates how to connect remotely to your campus PC from off campus using a VPN connection and a remote desktop connection on a Mac. For information on installing the GlobalProtect app to utilize a VPN connection, please refer to our VPN Client Installation for Mac documentation https://uits.kennesaw.edu/cdoc.

Preparing to Connect to Your Campus Windows 10 PC

Identifying the Windows 10 PC Name

1. In the Windows 10 taskbar, click the Start menu.

![Figure 1 - Click Start Menu]

2. Click Settings.

![Figure 2 - Click Settings]

![Figure 3 - Click System](image)

4. The System window will appear. Click About (See Figure 4).

5. The About window will appear. Make note of the Device name for remote desktop access (See Figure 4).

![Figure 4 - About Your PC](image)
6. Click the **Exit (X)** button to close the window.

Establishing the VPN connection on the Off-Campus Mac

1. Connect to the **GlobalProtect VPN service** by clicking the **GlobalProtect** icon, located on the menu bar.

2. The **GlobalProtect** window will appear. Click **Connect**.
3. The Sign In window will appear. Enter your KSU Email Address and password (See Figure 8).

4. Click Sign In (See Figure 8).

5. You will be directed to the Duo Authentication window to verify your identity. Follow the appropriate steps to provide verification.

**Note:** To access instructions for Duo setup and verification, please visit the UITS Documentation Center.
6. You are now connected to the KSU campus network through the GlobalProtect VPN client.

![Figure 10 - Connect to VPN](image)

7. To connect from your off-campus Mac to your office PC, click Go in the menu bar (See Figure 11).
8. Click **Applications** (See Figure 11).

![Figure 11 - Applications](image)
9. Click **Microsoft Remote Desktop**.

![Figure 12 - Click Microsoft Remote Desktop](image)

10. The **Microsoft Remote Desktop** window will open. Click **New** to configure a remote connection.

![Figure 13 - New Remote Desktop Connection](image)

11. Enter a **Connection name** (See Figure 14).

12. Enter the complete **PC name** to which you want to connect remotely (e.g., KSUP12345.win.kennesaw.edu or KSUP12345.dyn.kennesaw.edu) (See Figure 14).

13. In the **Gateway** drop-down box, select **Add gateway** (See Figure 14).

![Figure 14 - Remote Connection Settings](image)
14. The *Gateway* tab will appear. Click the **Add (+)** button.

![Figure 15 - Click the Add Button](image)

15. Enter the following information to configure the *Gateway* settings:
   
   a. In the *Gateway name* field, enter a **name** that you will recognize (See Figure 16).
   
   b. In the *Server* field, enter the **full address** of the PC to which you want to connect (e.g., ksup12345.win.kennesaw.edu or ksup12345.dyn.kennesaw.edu) (See Figure 16).
   
   c. In the *User name* field, enter your **domain\netID** (e.g., WIN\juser1) (See Figure 16).
   
   d. In the *Password* field, enter your **netID password** (See Figure 16).
   
   e. Click the **Close** button. (See Figure 16).

![Figure 16 - Configure Gateway](image)
16. You have returned to the General tab. Next to Gateway, click the drop-down arrow (See Figure 17).
17. Next to Gateway, select the Gateway name entered in step 14 (See Figure 17).

![Figure 17 - Gateway Selection](image)

18. The remote connection settings are now saved. The Microsoft Remote Desktop window will appear. From the Remote Desktop window, double-click the remote connection name (e.g., Office PC) to connect remotely to the PC.

![Figure 18 - Double-Click the Remote Connection Name](image)

19. The Remote Connection window will open.

![Figure 19 - Connecting to PC](image)
Note: A Verify Certificate message may appear. Click Continue to proceed.

![Verify Certificate](image)

Figure 20 - Verify Certificate

20. You are now connected to your office PC.

![Remote Connection](image)

Figure 21 - Remote Connection

**Disconnecting the Remote and VPN Connections**

1. To disconnect from remote desktop, in the menu bar, click **Microsoft Remote Desktop** (See Figure 22).
2. In the drop-down menu, click **Quit Microsoft Remote Desktop**. This will close your connection to your office PC (See Figure 22).

![Quit Remote Desktop](image)

Figure 22 - Quit Remote Desktop
3. To disconnect from the network, click the **GlobalProtect** icon in the menu bar.

![GlobalProtect in Menu Bar](image)

**Figure 23 - GlobalProtect in Menu Bar**

4. Click **Disconnect**.

![Disconnect](image)

**Figure 24 - Disconnect**

5. You are now disconnected from the VPN connection.

![Disconnected from VPN Connection](image)

**Figure 25 - Disconnected from VPN Connection**