Connecting from Off Campus to Your Campus PC on MacOS

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 Agent to utilize a VPN connection, please refer to our VPN Client Installation for Mac documentation.

Preparing to Connect to Your Campus (Office) Windows 10 PC

Identifying the Windows 10 PC Name

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

   ![Figure 1 - Click Start Menu](image1)

2. Click Settings.

   ![Figure 2 - Click Settings](image2)
3. The *Windows settings* window appears. Click **System**.

4. The *System* window appears. Click **About**.
5. The *About* window appears. **Make note** of the **Device name** for remote desktop access.

![Windows 10 About Panel](image)

**Figure 5 - About Your PC**

6. Click the **Exit (X)** button to close the window.

![Windows 10 Exit Button](image)

**Figure 6 - Click Exit**
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.

![Figure 7 - GlobalProtect Icon](image)

2. Click **Connect**.

![Figure 8 - Click Connect](image)

3. The *Portal* field will populate with the VPN address entered previously. Enter your login credentials (e.g., **NetID** and **password**) (See Figure 9).

4. Click **Connect** (See Figure 9).

![Figure 9 - Enter Login Credentials](image)

5. When successfully connected, the *Status* indicator will change to **Connected**. You are now connected to the KSU campus network through the GlobalProtect VPN client.
6. To connect from your Off Campus Mac to your Office PC, click **Go** in the menu bar (See Figure 10).
7. Click **Applications** (See Figure 10).

![Figure 10 - Applications](image)

8. Click **Microsoft Remote Desktop**.

![Figure 11 - Click Microsoft Remote Desktop](image)
9. The *Microsoft Remote Desktop* window will open. Click the **Add desktop** button to configure a remote connection.

![Click Add Desktop](image1)

**Figure 12 - Click Add Desktop**

10. In the *PC Name* field, enter the complete **PC name** to which you want to connect remotely (e.g., ksup12345.win.kennesaw.edu).

![Enter the PC Name](image2)

**Figure 13 - Enter the PC Name**
11. In the *User Account* field, you have two options:
   a. **Ask me every time**: The default setting, which prompts you to enter your NetID and password each time you attempt to connect to the PC (See Figure 14).
      Note: If you want to retain this option, click **Save** to proceed to step 12.
   b. **Add User Account**: Allows you to save your login credentials to prevent prompting every time you connect (See Figure 14).
      Note: If you opt to add account information, it is recommended that you **DO NOT** save your password.

![Figure 14 - User Account](image)

12. If you selected option a in step 11 above, the remote connection is configured and a connection icon appears in the *Microsoft Remote Connection* window.

![Figure 15 - Remote Connection Configured](image)
13. If you selected option b in step 11 above, the Add User Account window will appear. In the User Name field, enter your NetID (See Figure 16).

**Note:** You may enter a name that you will recognize in the Friendly Name field, but it is recommended that you **DO NOT** save your password.

14. Click **Save** (See Figure 16).

![Figure 16 - Enter Your NetID & Save](image)

15. You will return to the Add Desktop window. Click **Save** to save the account settings.

![Figure 17 - Save Account Settings](image)

16. The remote connection with NetID account information is configured and a connection icon appears in the Microsoft Remote Connection window.

![Figure 18 - Remote Connection Configured](image)
17. From the Remote Desktop window, double-click the **remote connection name** (e.g., `ksup12345.win.kennesaw.edu`) to connect remotely to the PC.

![Figure 19 - Double-Click the Remote Connection Name](image)

**Note:** A **Verify Certificate** message may appear. Click **Continue** to proceed.

![Figure 20 - Verify Certificate](image)

18. If you did not configure an account, you will be asked for your NetID and password. If you configured an account, your NetID will be pre-populated and you will be asked only for your password as in the example below. Enter your **Login Credentials** according.

![Figure 21 - Enter Login Credentials](image)
19. You are now remotely connected to your PC.

![Figure 22 - Remotely Connected to Your PC](image1)

**Disconnecting the Remote and VPN Connections**

1. To disconnect from remote desktop, in the menu bar, click **Microsoft Remote Desktop** (See Figure 23).
2. In the drop-down menu, click **Quit Microsoft Remote Desktop**. This will close your connection to your office PC (See Figure 23).

![Figure 23 - Quit Remote Desktop](image2)
3. To disconnect from the network, click the **GlobalProtect icon** in the menu bar.

4. Click **Disconnect**.

![Figure 24 - GlobalProtect in Taskbar](image)

![Figure 25 - Disconnect](image)