

Setting up Remote Access for Your Office PC on Windows 10

The following demonstrates how to set up your Windows 10 computer for remote connection:

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



Figure 1 - Click Start Menu

2. Click **Settings**.

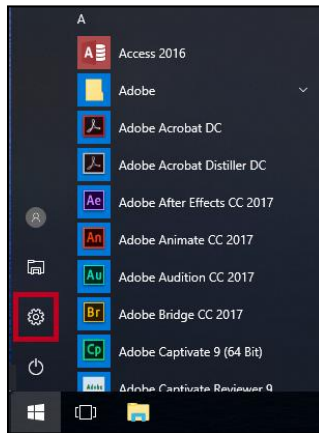


Figure 2 - Click Settings

3. In the *Settings* window, click **Remote Desktop** (See Figure 3).
4. Click **Select users that can remotely access this PC** (See Figure 3).

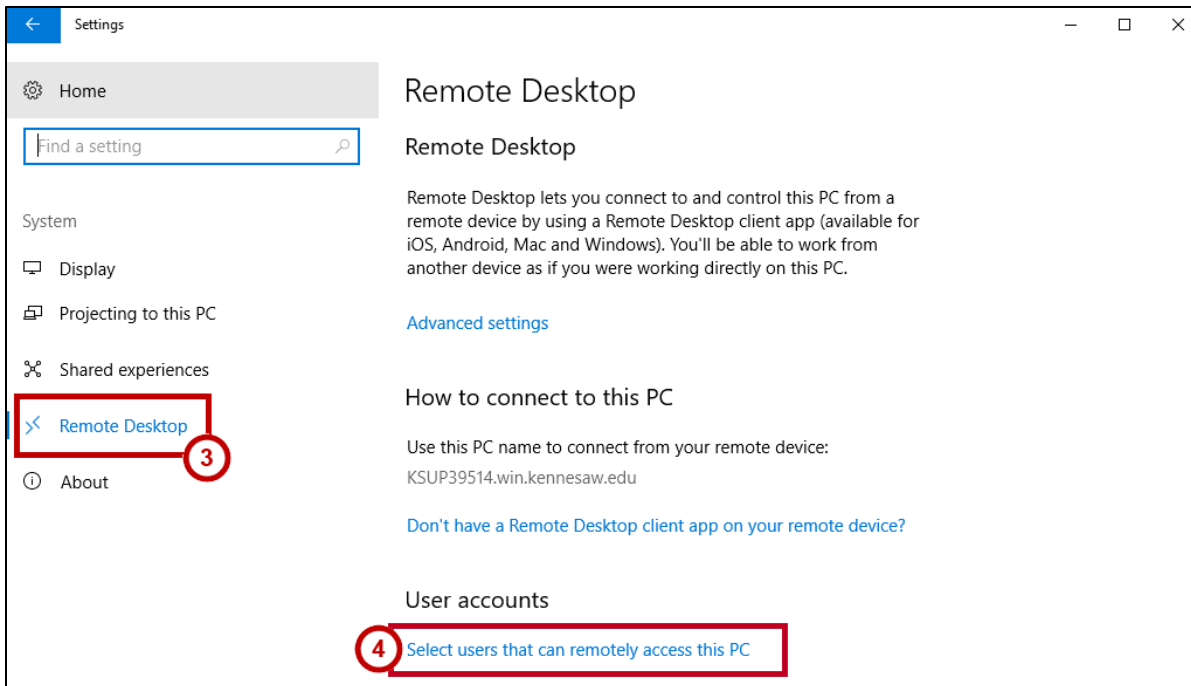


Figure 3 -Remote Desktop

5. The *Remote Desktop Users* window will appear. Click **Add**.

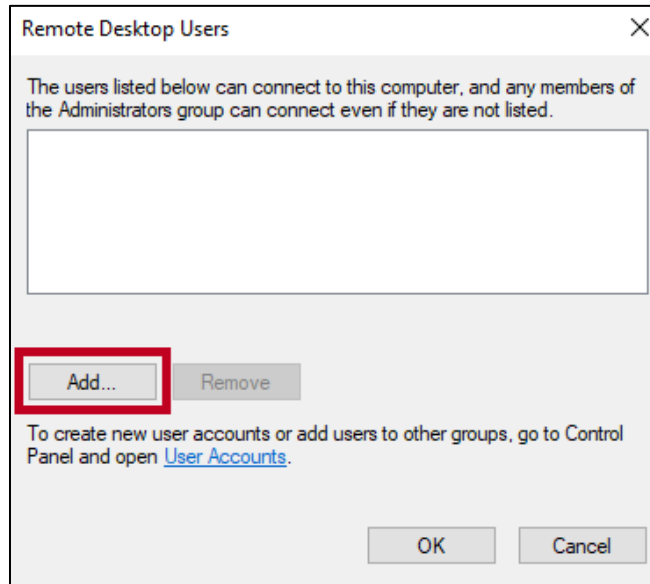


Figure 4 - Click Add

6. The *Select Users or Groups* window will open. Enter **WIN\NetID** (e.g., WIN\user1) (See Figure 5).

7. Click the **OK** button (See Figure 5).

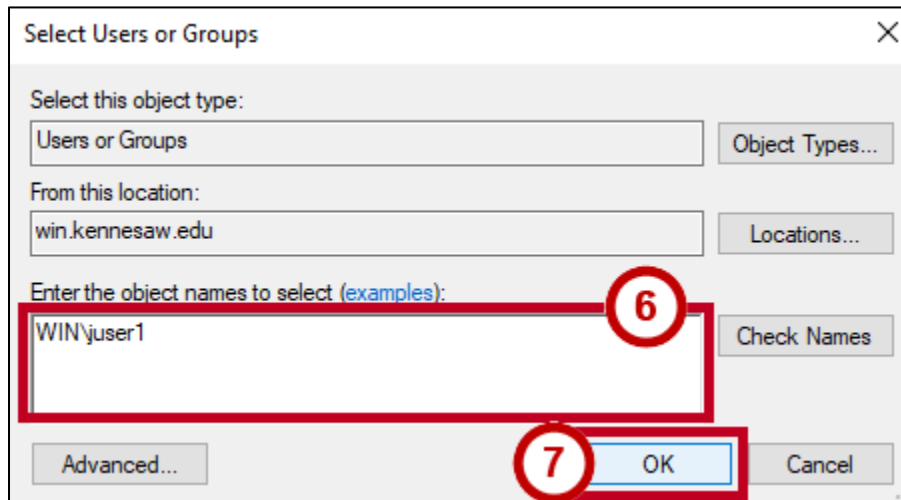


Figure 5 - Enter WIN\NetID

8. The username now appears in the *Remote Desktop Users* window. Click **OK**.

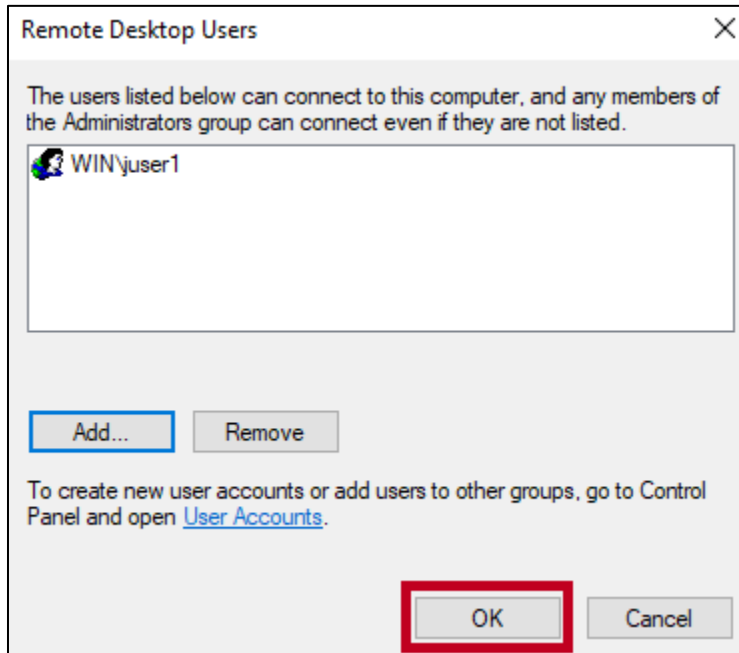


Figure 6 - Click OK

9. The *Settings* window will re-appear. Click the **Exit (X)** button.

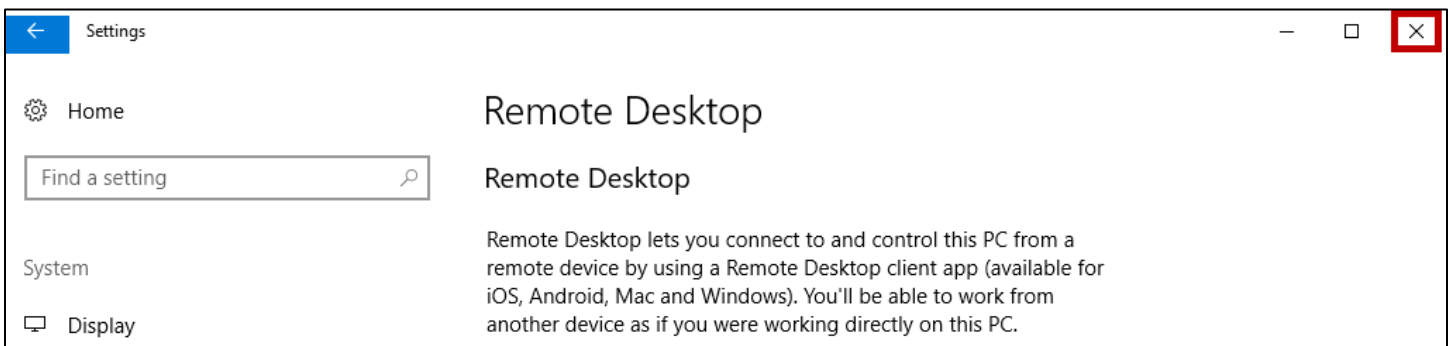


Figure 7 - Click the Exit (X) Button

10. You are ready to connect remotely to your Windows 10 PC.