Computing

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Terminal Services Remote Access

Before you connect:

- You will need to connect to the UCLA VPN. This is a UCLA requirement to securely connect. <u>http://www.bol.ucla.edu/services/vpn/</u>
- UCLA BOL provides two methods to connect.

Method 1 Steps: Install the Cisco AnyConnect client. Connect to the UCLA VPN using your UCLA Logon ID

Downloading and Installing the Cisco AnyConnect Secure Mobility Client

Before you begin, please download the Cisco AnyConnect Client for Windows XP/Vista/7/8 or Mac OSX

Once you have downloaded the installer, double-click the installer file to start the installation. Please follow the on-screen prompts to complete the installation. Your computer may ask you to reboot at this time.



A Luskin School of Public Affairs luskin.ucla.edu	Computing Lab
😸 Cisco AnyConnect Secure Mobility Client Setup	—
End-User License Agreement Please read the following license agreement carefully	
Supplemental End User License Agreement for AnyConnect Secure Mobility and other related Software	Cisco Systems
IMPORTANT: READ CAREFULLY This Supplemental End User License Agreement ("SI additional terms and conditions for the Software Pro- under the End User License Agreement ("EULA") be	EULA") contains duct licensed etween You –
 I accept the terms in the License Agreement I do not accept the terms in the License Agreement 	
Advanced Installer	ext > Cancel
😼 Cisco AnyConnect Secure Mobility Client Setup	×
Ready to Install	1 miles

The Setup Wizard is ready to begin the Typical installation

Click "Install" to begin the installation. If you want to review or change any of your installation settings, click "Back". Click "Cancel" to exit the wizard.

Advanced Installer			
	< <u>B</u> ack	💮 Install	Cancel

JCLA	Luskin School of Public Affairs luskin.ucla.edu	Computing Lab
	😸 Cisco AnyConnect Secure Mobility Client Setup	—
	Installing Cisco AnyConnect Secure Mobility Client	
	Please wait while the Setup Wizard installs Cisco AnyConnect Client. This may take several minutes.	t Secure Mobility
	Status.	
	Advanced Installer	
	< Back	Next > Cancel



Connecting to the BOL VPN

1. To run the client, click on Start, then All Programs, then Cisco, then

Cisco AnyConnect Secure Mobility Client.

🕥 Cisco AnyCo	nnect Secure Mobility Client	- • •
	VPN: Ready to connect.	Connect
\$ ()		ajiali. cisco

2. To connect, enter "**ssl.vpn.ucla.edu**" in the text field for the VPN connection entry, and then click **Connect**.

9	Cisco AnyConnect Secure Mobility Clie	ent 🗖 🖻 🕱
	VPN: Ready to connect. ssl.vpn.ucla.edu	Connect
K	≱ (i)	តត្រ cisco

3. Click Accept.

Gw	elcome to the BOL VPN.			^
				~
_ i		Accept	Disconnect	

4. In the authentication prompt, type in your **UCLA Logon ID** and **password** in the appropriate fields, then click **OK**.

Cisco AnyC	Connect ssl.vpn.ucla.edu	x			
Please enter your username and password.					
Username:	jbruin				
Password:	******				
	OK Cancel				
	Cisco Anyo Please enter Username: Password:	Cisco AnyConnect ssl.vpn.ucla.edu Please enter your username and password. Username: jbruin Password: ******* OK Cancel			

5. You will then be connected to the VPN. When you are <u>done</u> with the VPN, click **Disconnect**.

ului cisc	VPN Connected to v1.ssl.vpn.ucla.edu	
© Cisco Ar	vPN: Connected to ssl.vpn.ucla.edu. ssl.vpn.ucla.edu Disconnected	x t
00:00:17		
\$ ()		altalta cisco

Method 2:

1) Set up a new connection using built in clients. Please follow instructions on their site: Windows: <u>http://ucla.in/yMgxH5</u>

Mac: http://help.bol.ucla.edu/app/answers/detail/a_id/1186

ONCE CONNECTED TO THE UCLA VPN

Please note that you must have a current Luskin Computing Lab account.

Windows 7

1) Open up the Remote Desktop software.

Click on Start \rightarrow Accessories \rightarrow Remote Desktop Connection



Window XP SP3 – You must be on SP3 if you are on Windows XP. You will need to download and install this fix. It will prompt you to reboot your machine. Please take precautions when installing any software. We recommend you make a backup of your machine. <u>http://support.microsoft.com/kb/951608/</u>

After a successful reboot, click on **Start** \rightarrow **Accessories** \rightarrow **Remote Desktop Connection**

2) In the Remote Desktop Connection, enter the server name, rds.publicaffairs.ucla.edu. Then, enter the domain name "PAAD\" followed by your username; for students, your username is your nine digit university identification number (UID).

Nemote D	esktop Connection				
	Remote Desk	top			
2,5	Connectio	on			
General Di	splay Local Resources	Programs	Experience	Advanced	
-Logon setti	ngs				
	Enter the name of the re	mote comput	er.		
	Computer: rds.put	olicaffairs.ucla	a.edu	•	
	User name: paad\1	23456789			
	You will be asked for credentials when you connect.				
	Allow me to save credentials				
Connection	settings				
	Save the current connection.	ction settings	to an RDP file	e or open a	
	<u>S</u> ave	Sa <u>v</u> e A	.s	Op <u>e</u> n	
Hide Opt	ions		Connec	t <u>H</u> elp	

If you plan to use your laptop's local storage space, devices, or printers, **select** the **Local Resource** tab. **Click** on **More...** another window will appear, **check** the boxes corresponding to the local resources you want to connect to your RDS session. **Click Connect** to continue.

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Nemote Desktop Connection	
Remote Desktop Connection	
General Display Local Resources Programs Experience	Advanced
Remote audio Configure remote audio settings. Settings	
Keyboard Apply Windows key combinations: Only when using the full screen Example: ALT+TAB	•
Local devices and resources Choose the devices and resources that you want to remote session. Printers Clipboard	o use in your
Hide Options Connect	<u>H</u> elp
Remote Desktop Connection Remote Desktop Connection	
Local devices and resources Choose the devices and resources on this computer that you war your remote session.	nt to use in
 Smart cards Ports Cocal Disk (C:) BD-ROM Drive (D:) BD-ROM Drive (E:) Drives that I plug in later Other supported Plug and Play (PnP) devices Devices that I plug in later 	
ОК	Cancel

If you get this warning, click Connect. You may also check the box: Don't ask me again for connections to this computer.

Remote Desktop Connection					
Do you trust this remote connection?					
This remote connection could harm your local or remote computer. Make sure that you trust the remote computer before you connect.					
	Туре:	Remote Desktop Connection			
<u> </u>	Remote computer:	rds.publicaffairs.ucla.edu			
Don't ask me again for connections to this computer					
Show Details					

3) Enter Username\Password

Your username and password are the same credentials you use in the Luskin Computing Lab:

Windows Security	1	×
Enter your of These credentia	credentials als will be used to connect to rds.publicaffairs.ucla.edu.	
	PAAD\Username Password	
	Use another account	
Reme	mber my credentials	
	OK Canc	el

Enter your username as: Username: PAAD\username Password: (your password)

For Students this is your UID

If you would like your computer to remember your logon credentials, check the box Remember my credentials.

If you get this warning, click **Yes.** You may also **check the box** next to "Don't ask me again for connections to this computer."

Nemote Desktop Connection
The identity of the remote computer cannot be verified. Do you want to connect anyway?
The remote computer could not be authenticated due to problems with its security certificate. It may be unsafe to proceed.
Certificate name
RDS.paad.publicaffairs.ucla.edu
Certificate errors
The following errors were encountered while validating the remote computer's certificate:
A The certificate is not from a trusted certifying authority.
Do you want to connect despite these certificate errors?
Don't ask me again for connections to this computer
<u>V</u> iew certificate <u>Y</u> es <u>N</u> o

As with any software you install on your computer please be sure to have a current backup before you proceed and be warned that you proceed at your own risk.

Mac OS X -

Type in **Remote Desktop Connection** in **Spotlight**, if you do not have it installed; **Download** the Remote Desktop Connection Client for Mac Software at,

http://www.microsoft.com/en-us/download/details.aspx?id=18140

Note: Regardless of Microsoft's disclaimer that, "Microsoft Remote Desktop Connection Client for Mac (version 2.1.1.) is not supported for use with Mac OS X v10.7 (Lion) or later," you are still able to run this installation and connect to our Remote Desktop Services.



Run Remote Desktop Connection Client then go to the top toolbar and select Preferences.

	RDC	File	Edit	View	Help	-	
	About Remote Desktop Connection						
	Pref	erence	s			ж,	
	Serv	ices				►	
e j	Hide	RDC				₩Н	
	Hide Show	w All	rs			₩Ж	
	Quit	RDC				жQ	

This window will appear. **Enter** your **username**, **password**, and **domain** (**PAAD**). Your username and password are the same as those you use in the Luskin Computing Lab.

000		Login				
Login Display Keyl	S Sound	Drives P	rinters	Applications	Security	,
To log in automa user information	itically to th	e Window	vs-base	d compute	er, type	your
User name	:					
Password	:					
Domair	: paad				J	
 Add user information to your keychain Reconnect automatically if disconnected 						
	0					?
						liter

Select the drives that you would like available on your RDS session such as **All disk drives** or specific drives like your home folder, documents folder, or other folders. This will allow you to save files locally to your computer and to a flash drive.

000	Drives	
Login Disp	alay Keyboard Sound Drives Printers Application	ons Security
Make the Windov	e following Mac disk drives or folders availab None / All disk drives	ole on the
A Sor you	Home folder Documents folder	ı open
	Other folders	?

Go back to the Remote Desktop Connection window; enter the server name (rds.publicaffairs.ucla.edu) and then click Connect.

000	Remote Desktop Connection
New York	Remote Desktop Connection for Mac
Comp	uter: rds.publicaffairs.ucla.edu (Examples: MyPC, name.microsoft.com, 192.168.2.8)

You can bypass this message and connect to RDS by clicking Connect.



How to Properly Log off

Go to **Start** on the bottom left hand corner and then **click Log off**. This will properly end your Remote Desktop session and prevent any issues with future log in instances.

	Computer				
	Devices and Printers				
	Administrative Tools				
	Windows Security				
All Programs					
Search programs and files					
🍂 🛃 🛃	Close programs and log	off.			