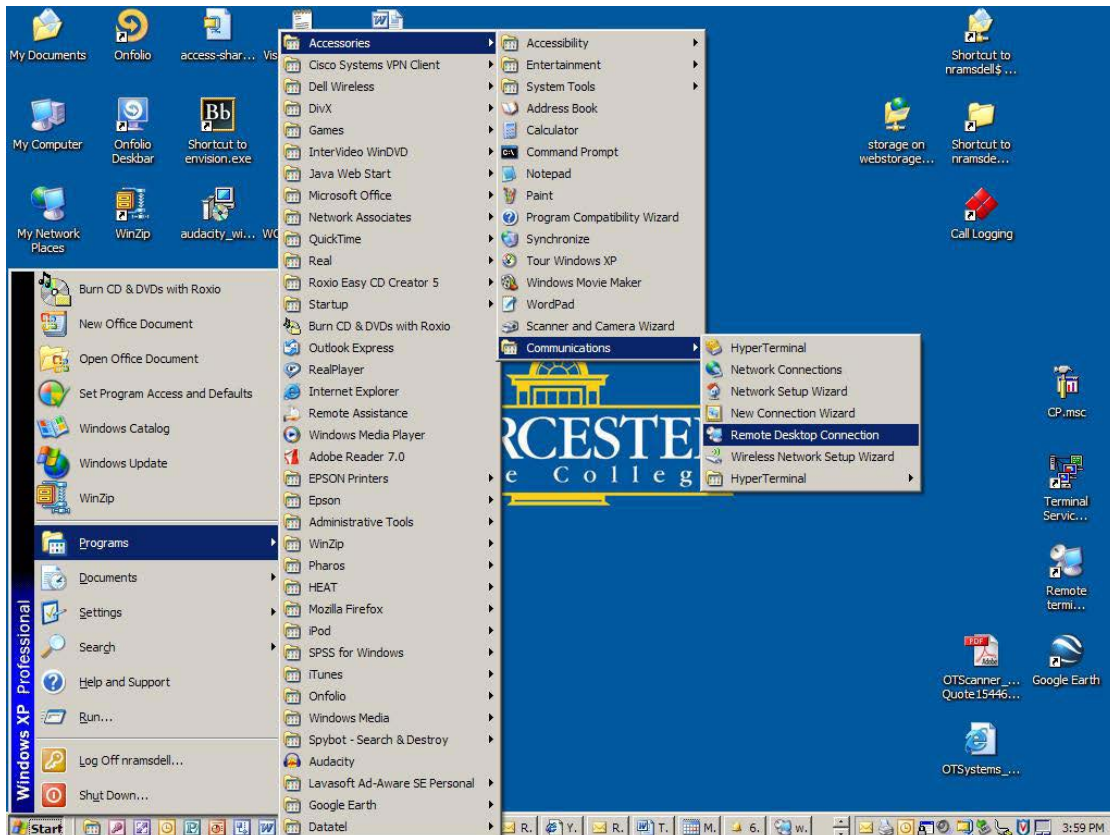


## How To: Connect on or off campus using Terminal Services to access Software not otherwise available from your PC.

### Use these instructions ...

- If you do not have a specific application on your PC (i.e. InfoPath, Colleague, MSOffice Sharepoint Designer (aka Front Page) SPSS/PASW, Publisher etc.) and need to use a WS standard application, these directions will provide access to an alternate resource;
- If you are **off campus** (must also **use VPN**) and wish to use an application only available on campus (SPSS/PASW etc.) or access your Z:\ drive;
- These instructions will work from On-Campus if using a computer running Windows XP/Vista/Win7 Professional/Ultimate (**This will NOT work using Win2000, XP/Vista/Win7 Home**);
- These instructions will also work from **Off-Campus** if you follow the [VPN connection instructions first](#). Be sure you use the correct server for YOUR role on campus Student or Faculty/Staff
- VPN won't work (and is not necessary) when on campus.

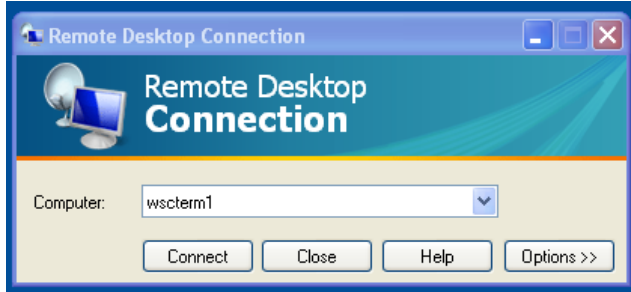
- 1) From your Windows desktop ~ Select Start > Programs > Accessories > Communications > Remote Desktop Connection



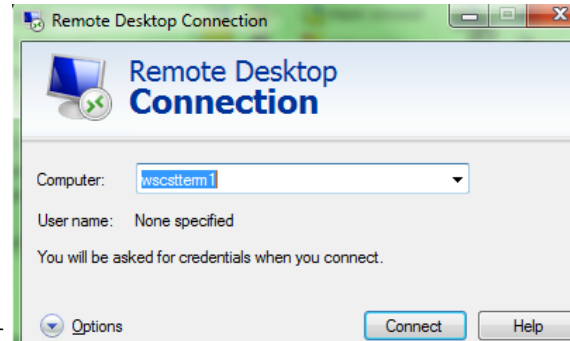
2) Type the correct server name in the "Computer" field:

3)

"WSTerm1" / "10.13.1.110" (**STUDENT**) **OR** "wscstterm1" / "10.13.2.72" (**Faculty/Staff**),



Or



4) Choose **CONNECT** > enter your WSU Network username and Password > then choose **OK ("A")** [Remember Students=**ACL** domain; FacStaff=**wsc\_domain**]