RemoteApp and Remote Desktop Non-Academy Devices – Windows OS How To Guide





RemoteApp and Remote Desktop – Microsoft Windows OS

Landau Forte provides two methods for connecting to our remote access solution.

- Recommended Method: Add RemoteApp permanently to your computer for quick access.
- Alternate Method: Access via the web for on the go access See Page 5

Initial Setup – Recommended Method

1. On your start menu search for RemoteApp and click on "RemoteApp and Desktop Connections". Alternatively, this can be found in your Windows Control Panel.



2. Click the link for "Access RemoteApp and desktops" on the left hand side.



3. In the "Access and RemoteApp and desktop" dialog box, enter the address as show below and then click Next.

	-	
Access RemoteApp and desktops		
nter your email address or connection URL		
Email address or connection URL:		
https://access.lfata.org.uk/RDWeb/Feed/webfeed.aspx		
Examples: https://contoso.com/RDWeb/Feed/webfeed.aspx john@contoso.com		

4. Click Next on the "Ready to set up the connection" dialog box.

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- Lig AC	cess KemoteApp	and desktops						
Read	y to set up th	ne connectio	n					
Conn	ection URL: http:	s://access.lfata.o	org.uk					
Windo comp	ows is ready to ac uter. To continue	ld available reso e, click Next.	urces (prograi	ms and desktop	os) from this co	onnection	to your	
Ì	If you con and adder automatic connectic	ntinue, links to re d to your compu cally from the co on URL above an	emote prograr uter. These lin onnection URL d know where	ns, files, and co ks will be upda Don't continu : it came from.	omputers will b ted periodicall e unless you re	e downlo y and ecognize t	aded he	
					_	Most	Can	200

Next

Cancel

- When prompted enter your Academy login details as LFC\USERNAME followed by your password.
- 6. You will receive confirmation after successful setup. You are now ready to use RemoteApp and Desktops.

Using RemoteApp and desktop

1. On your start menu you will now have a permanent set of links to access RemoteApp and desktop. Click one of the resources to run it.



- 2. You can choose to either access the full Remote Desktop app or just individual applications e.g. Microsoft Outlook.
- After selecting one of the applications you will be asked to verify that you trust the publisher. Check the box "Don't ask me again for remote connections from this publisher" and click Connect.

Nem 😼	ote Desktop Connect	on	×
() ()	Do you trust the pub	isher of this remote connection?	
This remo publisher	ote connection could ha before you connect.	m your local or remote computer. Make sure that you trust the	
	Publisher:	<u>ifata.org.uk</u>	
6	Type:	Remote Desktop Connection	
	Remote computer:	LFTA-RAS-GW.LFC.INTERNAL	
	Gateway server:	access.lfata.org.uk	
⊘ Dont	ask me for remote conn	ections from this publisher again	
Shor	w Details	Connect Cancel	

4. You have now successfully completed the setup.

Connecting via the Web – Alternate Method

This method is useful where you are unable to establish a permanent connection as specified above.

1. In your web browser go to https://access.lfata.org.uk

_		RD Web Acc
LFCT Remote RemoteApp and Desktop C	Access	
		Help
	Domain\user name: Ifc\testuser112	
	Password:	
	Security Warning: By logging in to this web page, you confirm that this computer complies with your organization's security policy.	
	Sign in	
	To protect against unauthorized access, your RD Web Access session will automatically time out after a period of inactivity. If your session ends, refresh your browser and sign in again.	

2. Log in with your Academy username and password to access the remote apps. The username must in the format **of LFC\USERNAME**.

								RD Web Access
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Remote	App and De	sktops					Help	Sign out
x	N	o⊠	P	P	w	1 59		
Excel 2016	OneNote 2016	Outlook 2016	PowerPoint 2016	Publisher 2016	Word 2016	LFCT Remote Desktop		

3. Clicking on one of the applications will prompt you to open a connection file. Open this file to initiate the connection.

What do you want to do with cpub-LFCT_Remote_Desk-					
LFCT_Remote_Desk-CmsRdsh.rdp?	Open	Save	~	Cancel	\times
From: access.lfata.org.uk					-



4. Check the box "Don't ask me again for remote connections from this publisher" and click Connect.

This remote			
ublisher bef	fore you connect.	irm your local or remote computer. Make sure that you trust the	
Г	Publisher:	<u>"Ifata.org.uk</u>	
T (1)	Type:	Remote Desktop Connection	
F	Remote computer:	LFTA-RAS-GW.LFC.INTERNAL	
C	Gateway server:	access.lfata.org.uk	

 When prompted enter your Academy login details as LFC\USERNAME followed by your password.