# **myDesktop Settings**

Included in this document:

A. myDesktop Settings

B. Supplementary Information including using local drives and local printers

Minimum requirements: Windows XP/sp3 and Remote Desktop Client 6.1

Ensure you log off when finished. Clicking the ‘X’ to exit your session can cause it to end improperly and cause problems logging in the future.

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| **A. myDesktop Settings**  *These settings MUST be done prior to connecting to the Remote Access System myDesktop.siast.sk.ca Failure to do so will result in an access denied or no connection at all.*  These instructions are based Windows Vista or higher. If using Windows XP you may be asked to authenticate a second time within the myDesktop session. | |
| To begin, start a remote access program on your local PC. Windows provides Remote Desktop Connection for this purpose.  1. Open Remote Desktop Connection client on your computer by going to Start →All Programs → Accessories → Remote Desktop Connection. |  |
| 2. In Remote Desktop Connection, enter “myDesktop.siast.sk.ca” as the server name as shown. |  |

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| 3. Click on the Options dropdown button on the bottom left. |  |
| 1. Click the Advanced tab. 2. Set Server Authentication portion to **“Connect and don’t warn me”.**     \*If you don’t set this, you will be prompted to accept certificate or unknown publisher errors.     1. Click **Settings** under Connect from anywhere settings to configure the gateway settings. |  |
| 1. Select **Use these RD Gateway server settings** 2. In Server name, enter **rdsgateway.siast.sk.ca**. 3. Clear the checkmark beside **Bypass RD Gateway server for local addresses**. If you don’t do this, your login may take 1-2 minutes. 4. Make sure you have a check mark in “Use my RD Gateway credentials for the remote computer”. (Saves you   logging in twice.)    All settings should look like this:  - Gateway server settings are compatible with iTap for Mac/iOS/Andriod. |  |
| 11. Click OK to apply the settings. | |
| 12. **Connecting / Signing in**  Once all your settings are applied and you con password. Follow either a. or b. to sign in. | |
| a. If your username is displayed as  **SIAST\username**  Simply enter your password and click OK. |  |
| b. If not, click Use another account and then enter  **SIAST\username**  Enter your password and click OK.  You MUST enter **SIAST\username** or it won’t know who you are logging in as. |  |
| You will connect to the SaskPolytech remote access system: myDesktop.siast.sk.ca.  From there, start Outlook and create your profile and map your network drives as required. | |

# **B. Supplemental Information**

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| **Local Printer inside a myDesktop session:** |  |
| Within myDesktop, you have the ability to map your local drives and redirect a locally attached printer for use remotely. To map a printer, make sure you have “Printers” selected under the Local Resources tab in the RDS client. |  |
| The printer will then be labeled INSIDE the Remote Desktop Session as (printer name from your local PC) (redirected #ofsession)  For instance, I had a locally installed printer on my local PC called “WAS\_PR37 on Wasprint”, this was redirected “into” the Remote Desktop Session as “WAS\_PR37 on wasprint (redirected 2)” meaning my session on the myDesktop system was #2.  Shown below: | |

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| **Local Drives inside a myDesktop session:** | |
| To redirect local drives, select the “More” button and ONLY select the drive you want redirect.  We say ONLY because you don’t want to redirect more than you require as it will degrade the connection substantially.  If I only want to have the ability to copy files from the local C drive, I would only select C.  NOTE: Clear the use of Smart Cards as we don’t support them. |  |