# TeamViewer to Remotely Access Another Computer

Time required: 60 minutes

Contents

[TeamViewer to Remotely Access Another Computer 1](#_Toc55274670)

[The Assignment 1](#_Toc55274671)

[Lab Goal 2](#_Toc55274672)

[Download and Install Teamviewer 2](#_Toc55274673)

[Remotely Access Target Computer 3](#_Toc55274674)

[Explore Teamviewer Target Capabilities 4](#_Toc55274675)

[Explore Teamviewer Host Capabilities 4](#_Toc55274676)

[Use Teamviewer With a Smartphone 5](#_Toc55274677)

[Project Reflection 5](#_Toc55274678)

**How to Create Screenshots:** Please use the Windows Snip and Sketch Tool or the Snipping Tool. Paste a screenshot of just the program you are working on. If you are snipping a virtual machine, make sure your focus is outside the virtual machine before you snip.

1. Press and hold down the **Windows key** & **Shift**, then type **S.** This brings up the on-screen snipping tool.
2. Click and Drag your mouse around whatever you want to snip.
3. Release the mouse button. This places the snip into the Windows Clipboard.
4. Go into Word or wherever you want to paste the snip. Hold down **CTRL**, then type **V** to paste the snip.

## The Assignment

1. In Blackboard, in the left-hand navigation bar, Click Groups to find out who is on your team.
2. Email your Group/Team members to setup a time for everyone to participate.
   1. Go to **Outlook**, Click **To**, type in their name, their email address will come up.
3. If one of the Group/Team members does not respond within 24 hours, please note that on your evaluation. Work with whoever communicates to complete the assignment.
4. One member of the team will attach this completed document to the group assignment for entire group.

**NOTE:** To receive a grade, each team member MUST submit a Team Evaluation assignment.

You can use any combination of physical computers or virtual machines.

## Lab Goal

The goal of this lab is to explore one method by which computers can be remotely accessed and controlled across an Internet connection. As an IT support technician, you can use TeamViewer when you are called on to support a client’s computer remotely. The client can easily give you access to his or her computer if you both have Internet access. TeamViewer is also useful when you are working on a team project and you and your team members need to share information and collaborate about the project from remote locations.

TeamViewer is remote control software that is free to noncommercial users. It can be used for such things as tech support, remote maintenance, online presentations and training, team meetings, or simple application and file access. TeamViewer uses 1024-bit key exchange and 256-bit session encryption, thereby providing reasonable security for most situations. After you have connected to a target computer using TeamViewer, you can take complete control over the target computer.

Work with your group and two or more computers. The host computer will use TeamViewer to access the target computer. Designate one partner as the host partner using the host computer, and the other partner as the target partner using the target computer. Who is the host partner? Who is the target partner? Note that later in the lab, the host and target roles are reversed and Parts 2–4 are repeated so that each partner can go through all the steps in this lab.

Who participated in this lab?

Click or tap here to enter text.

# Download and Install Teamviewer

Both partners follow these steps to download and install TeamViewer on their computers:

1. Log on to your computer with a user account that has administrator privileges.
2. Using your browser, go to [www.teamviewer.com](http://www.teamviewer.com)
3. **Besides the free version of TeamViewer, what other versions are available?**

Click or tap here to enter text.

1. **What is the current version number of the free version available for download?**

Click or tap here to enter text.

1. To download the free versions of TeamViewer, click the Download button. Save the downloaded file to your Downloads folder.
2. **What is the name of the file that was downloaded?**

Click or tap here to enter text.

1. Double-click the executable file that downloaded to begin the installation. If a Security Warning dialog box appears, click Run. Make sure Basic installation is selected, select Personal/Non-commercial use, and then click Accept – finish. If necessary, click Yes to respond to the UAC dialog box.
2. You will see the progress bar as TeamViewer is installed in the default program folder. If necessary, review the TeamViewer welcome dialog box, and then click Close at the bottom.
3. TeamViewer opens on your desktop. Minimize any browser windows that are blocking the TeamViewer window.
4. **What is the ID number and password displayed in TeamViewer?**

Click or tap here to enter text.

# Remotely Access Target Computer

The host partner uses the host computer to establish access to the target computer. If you are the host partner, follow these steps as the target partner observes:

1. Create a TeamViewer account.
2. On the computer providing support 🡪 Click **Sessions** 🡪 Click **New Session**
3. There will be a **Session code**: Give this to the computer receiving support.
4. Click **Start**.
5. On the computer receiving support 🡪 Enter the **Session code** 🡪 **Join Session**.
6. **Verify User** 🡪 **Allow Access**.
7. The computer providing support now has full access to the computer receiving support.

Click or tap here to enter text.

1. **Insert a screenshot of the remote computer:**

Click or tap here to enter text.

1. **What happened on the target computer to indicate the session is live?**

Click or tap here to enter text.

1. **What happened on the host computer?**

Click or tap here to enter text.

Now we will switch the action to the target computer. It is the host partner’s turn to observe as the target partner proceeds to the next step.

# Explore TeamViewer Target Capabilities

If you are the target partner, perform the following steps on the target computer as the host partner observes:

1. On the target computer, notice the session control box in the lower-right corner of the screen. Do not click the X; if you do, TeamViewer will close all sessions and disconnect you from the host.
2. Hover the mouse over each icon on the toolbar of the session control box, and list below what each of these five tools does:

Click or tap here to enter text.

1. Click each of the five tool icons one at a time to see what happens. Type a sentence into the chat section and click Send.
2. **What happened on the host?**

Click or tap here to enter text.

1. Create a text document on your desktop and use the File Transfer feature to move the file to the host computer. After the document is moved, the host user can right-click the document and download it to any folder on his or her computer (don’t do that now).
2. Create a Word or Rich Text document on your desktop and leave it there. The host user will retrieve it later in this lab. Write down the name of the file:
3. In the Session list section, hover the mouse over the blue arrow icon on the right.
4. **What is the purpose of this icon?**

Click or tap here to enter text.

1. Sometimes you might want to stop a host user from remotely controlling your computer. To do so, click the blue arrow. Then tell the host user to try to do something (like open the Start menu) on your computer from within the TeamViewer host window. Nothing will happen because you have denied the host computer remote control.

Now we will switch the action back to the host computer. It is the target partner’s turn to observe again as the host partner. Goi through the previous steps until everyone has had a chance to provide and receive support.

# Use TeamViewer with a Smartphone

You can use a smartphone to remotely control a computer.

1. Go to Google Play on your Android device, or the App Store on your iOS device. Download and install the latest version of TeamViewer.
2. Use the access code from one of your pc’s to connect your phone to one of the pc’s.
3. **Insert a screenshot from your smartphone showing the remote pc:**

Click or tap here to enter text.

1. **Switch with your partner and Insert a screenshot from your smartphone showing the remote pc:**

Click or tap here to enter text.

# Project Reflection

1. **Please list the members of your team that participated in this lab.**

Click or tap here to enter text.

1. **As a team, please write a 100-word minimum reflection on what you learned from this lab.**

Click or tap here to enter text.

## Assignment Submission

Attach this completed document to the assignment in Blackboard.