Using the Campus VPN Remote Connection:

Mac to Windows 10

These instructions will show you how to set up a Windows machine on campus to stay powered on and receive a remote connection, and then how to connect to that campus Windows machine from a Mac over VPN. All action items will be in bold. The instructions are written in two parts: Configuration of a Windows machine on Campus, and Remoting to Your Campus Windows machine from a Mac.

NOTE: Some images/applications may appear differently on older versions of the OS. Functionality should be the same.

PART ONE: Configuration of a Windows Machine on Campus

Configuring your Windows device to stay powered on:

Go to your Control Panel by pressing the Windows button on your keyboard and typing in Control Panel then click on Control Panel.
In this new window, select Power Options. If your window is not displayed as below in alphabetical order from left to right, go the upper right “View by:” and sort by large or small icons.

Most computers will have the “Balanced” plan highlighted, but to verify the settings of this plan, select “Change plan settings”:

Change the drop-down in “Put the computer to sleep:” to Never
Select “Save Changes” and you are ready for the next configuration!

Note: This can also be achieved by right-clicking on the windows image in the lower left corner and selecting Power Options.

Configuration of allowed inbound connections for Remote Desktop protocol:

Go to the Remote Desktop settings by pressing the Windows button on your keyboard and typing in Remote Desktop settings then click on it.
**Toggle** the switch for “Enable Remote Desktop” to the On position.

**IMPORTANT**: On this screen is where you will find the name of your computer, located below under “How to connect to this PC”. Due to inconsistencies in connectivity with hostname at this time, do NOT use this to connect and instead get your machine’s IP address for connectivity, which will be explained in a few steps.

In the above window, you will want to **click** on “Advanced Settings” for one more adjustment. In the below settings, make sure the **box is checked** for “Require computers to use Network Level Authentication to connect”
Locate your computer’s IP address:

There are two simple ways to locate the IP (aka IPV4 just in case you see IPv6) you will need when you are ready to connect to your work machine remotely. On your work computer, open a browser (Chrome, Safari, Firefox, etc) and either go to a Google search https://www.google.com/ and type in “what is my IP” or go to this site https://whatismyipaddress.com/ - In either case, your IP will be displayed on screen – make sure to write it down and have it ready when setting up your remote connection!

Your campus Windows machine is now ready to receive incoming connections over VPN!

PART TWO: Remoting to Your Campus Windows machine from a Mac

The first thing you need to do is open the App Store on your Mac and download the “Microsoft Remote Desktop” app. If you see the below two options, be sure to choose the one with the round border since that is the new and supported version. The one with the square icon is for legacy systems.
On newer Mac OS versions, your App Store and Microsoft Remote Desktop app will look a little different, like this:

Launch the Microsoft Remote Desktop app in Launchpad or by pressing command ⌘ + space bar to bring up the Spotlight Search, then type in “Microsoft Remote Desktop” and select the app.
Once it’s launched, it will show up in your dock while the application is running. If you want to keep the icon there for ease of future access, you can right-click (or two-finger click on the trackpad) hover over options, then select keep in dock.

The first time the application launches, you will be prompted to auto-report usage and performance information to the developer. It is safe to do so if you want to choose Yes.
If this is the first time you have added a Desktop, you can click the blue “Add Desktop” button below to add your work machine. If you have previously set up other connections, or need to add more than one work machine, click the + and then “Add PC” option.

On the below configuration page, enter the IP of your work computer found in the “Locate your computer’s IP address” section above into the “PC Name” field. In the “Friendly Name” field, enter a name you want to call the connection such as UMB or Work. Click the “Add” or “Save” button on the lower right.
Your newly configured connection will now show up as a saved desktop in the app with the Friendly Name you entered.

You are now ready to use the Microsoft Remote Desktop Application!

*****Before you attempt to remote into your work machine, you must first connect to the VPN. Please connect to the VPN at this stage before continuing with these instructions*****

To connect to your work machine, double-click the “Work” saved desktop.

You will be prompted to enter your UMB credentials for authentication. In the “Username” box enter compservdom\first.last – the first.last is your first and last name that make up your email address for UMass Boston. If your name is John Smith and you have a middle initial or a number following your name, enter your email address without the @umb.edu such as compservdom\john.smith or compservdom\john.smith001. Enter your email password in the “Password” box and click “Continue”.
You will likely be prompted with the below message from your work machine. Click Continue and you will be connected to your work desktop and can begin working!

To end a Remote Desktop Session, press command ⌘ + Q when the control bar for Microsoft Remote Desktop is open across the top.

You can also manually select “Microsoft Remote Desktop” and then select “Quit Remote Desktop”

Thank you for using these instructions. If you experience issues during the setup process, please contact the IT Service Desk at 7-5220.
If you have feedback and/or corrections for these instructions, please email IT.Security@umb.edu.