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





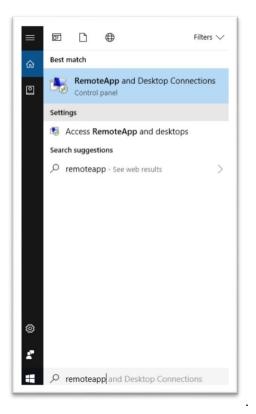
RemoteApp and Remote Desktop – Microsoft Windows OS

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

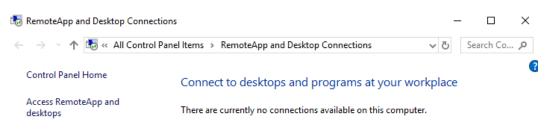
- Recommended Method: Add RemoteApp permanently to your computer for quick access.
- Alternate Method: Access via the web for on the go access See Page 5

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.

nter your email address or connection URL		
Email address or connection URL:		
https://access.lfatsf.org.uk/RDWeb/Feed/webfeed.aspx		
Examples: https://contoso.com/RDWeb/Feed/webfeed.aspx john@contoso.com		

Next Cancel

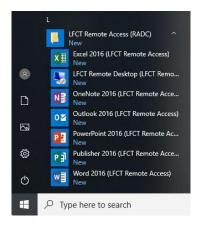
4. Click Next on the "Ready to set up the connection" dialog box.

← 1	🐻 Access	RemoteApp	and desktops	i				-		>
	Ready to	o set up th	e connecti	ion						
	Connectio	on URL: http:	:://access.lfat	sf.org.uk/RD	Web/Feed/	webfeed.aspx	C .			
		is ready to ad . To continue	ld available re , click Next.	sources (pro	grams and o	desktops) fro	m this conn	ection	to your	
	•	and added	tinue, links to I to your com ally from the n URL above a	puter. These connection	links will b URL. Don't o	e updated per continue unle	riodically ar	nd		
							N	ext	Can	ce

- 5. 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.



- 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.

() I)o you trust the pub	lisher of this remote connection?	
	ote connection could ha before you connect.	rm your local or remote computer. Make sure that you trust the	
	Publisher:	<u>_lfatsf.org.uk</u>	
3	Туре:	Remote Desktop Connection	
	Remote computer:	LFTSF-RDS-GW.LFC.INTERNAL	
	Gateway server:	access.lfatsf.org.uk	
🗹 Don't	ask me for remote conn	ections from this publisher again	
Sho	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.lfatsf.org.uk

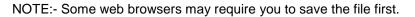
LFCT Remote RemoteApp and Desktop		
		He
	Domain\user name: Ifc\testuser112 Password:	
	Security Warning: By logging in to this web page, you confirm that this computer complies with your organization's security policy.	
	Sign in	
	To protect against unauthorized access, your RD Web Access session will 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 Ad	cess
		emote Ad nd Desktop Conne						
Remote	App and De	sktops					Help Sign out	
x	N	0 Z	P	P	w	1 00		
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.

Open	Save	~	Cancel	×
	Open	Open Save	Open Save 🔿	Open Save ^ Cancel



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

\bigcirc	Do you trust the pub	lisher of this remote connection?	
	ote connection could ha r before you connect.	am your local or remote computer. Make sure that you trust the	
	Publisher:	<u>".lfatsf.org.uk</u>	
-50	Type:	Remote Desktop Connection	
	Remote computer:	LFTSF-RDS-GW.LFC.INTERNAL	

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