Remote Access to UCCS Open Lab Computers

In response to the UCCS transition to remote learning, UCCS OIT has made a select number of open lab computers available for remote access. These computers will provide access to all Windows PC Software for IT LAB Images. Access to this resource will require an active VPN connection for the duration of the remote session.

- Requirements
- Reserving a Lab Computer
    - Step 1: Connect to the UCCSVPN
    - Step 2: Visit the OIT Desktop Finder
    - Step 3: Copy the name of one of the available desktops
    - Step 4: Paste the name of the desktop in your Remote Desktop client
    - Step 5: Use your UCCS credentials to log-in to the lab computer.
        - Accept the certificate if prompted.
        - If you are unable to connect, please try again with one of the other two provided computer names.
    - Step 6: When finished, sign-out or log off of the remote desktop.
- How to use Remote Desktop Connection
- Software and Resources not Requiring Remote Access

> ⚠️ **VPN Traffic**
>
> In an effort to reduce VPN traffic, it is requested that you do not use this service unless you need access to software only available on open lab computers. For access to UCCS webpages, Canvas, Microsoft Office programs, and Matlab remote access is not required.

Requirements

The following requirements are necessary for remote access to open lab computers.

- A computer running Windows or macOS or Mac computera Chomebook
- Your computer must be connected to the UCCS Resources VPNA Windows or Mac computer with Microsoft UCCSVPN
- Microsoft Remote Desktop must be installed
    - For Mac computers: Microsoft Remote Desktop in Mac App Store
    - For Windows 10 computers: Microsoft Remote Desktop is included in all versions of Windows 10
    - UCCS Chromebooks have the Remote Desktop app installed by default
    - For all other devices: Follow Microsoft's instructions here: Remote Desktop clients
- A reservation for a UCCS lab computer

Reserving a Lab Computer

In order to ensure that everyone has a computer available for remote access, please follow the procedure below when reserving a computer.

Step 1: Connect to the UCCSVPN

You must remain connected to the UCCS VPN for the duration of your remote desktop session.

Step 2: Visit the OIT Desktop Finder

Enter your UCCS credentials to sign-in and reserve a computer.
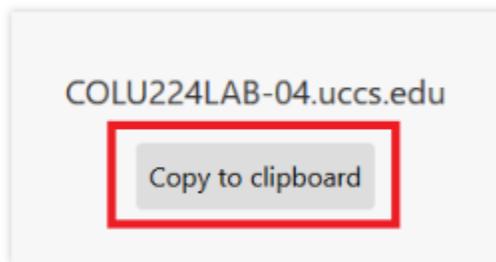
UCCS Login

UCCS Username

    username

UCCS Password

    password

☐ I'm not a robot

reCAPTCHA
Privacy - Terms

Login

Step 3: Copy the name of one of the available desktops

COLU224LAB-04.uccs.edu

Copy to clipboard

## Step 4: Paste the name of the desktop in your Remote Desktop client

Click **Connect** to initiate the remote desktop connection.

Remote Desktop Connection — ☐ ✕

Remote Desktop Connection

Computer: COLU224LAB-04.uccs.edu   ▼

User name: None specified

You will be asked for credentials when you connect.

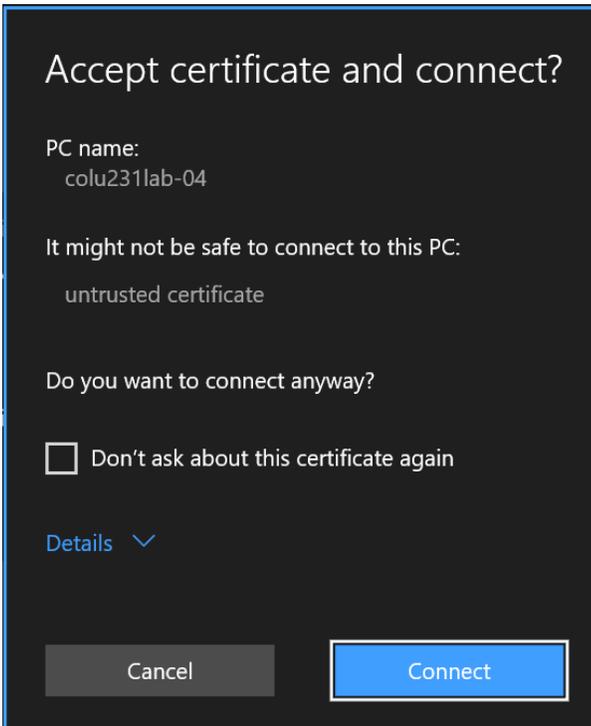⊙ Show Options   Connect   Help
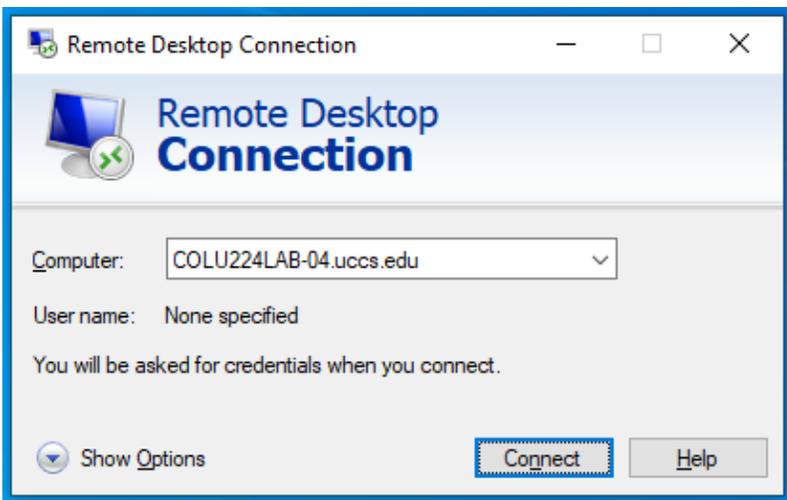
Step 5: Use your UCCS credentials to log-in to the lab computer.

Make sure to use the format **username@uccs.edu**.
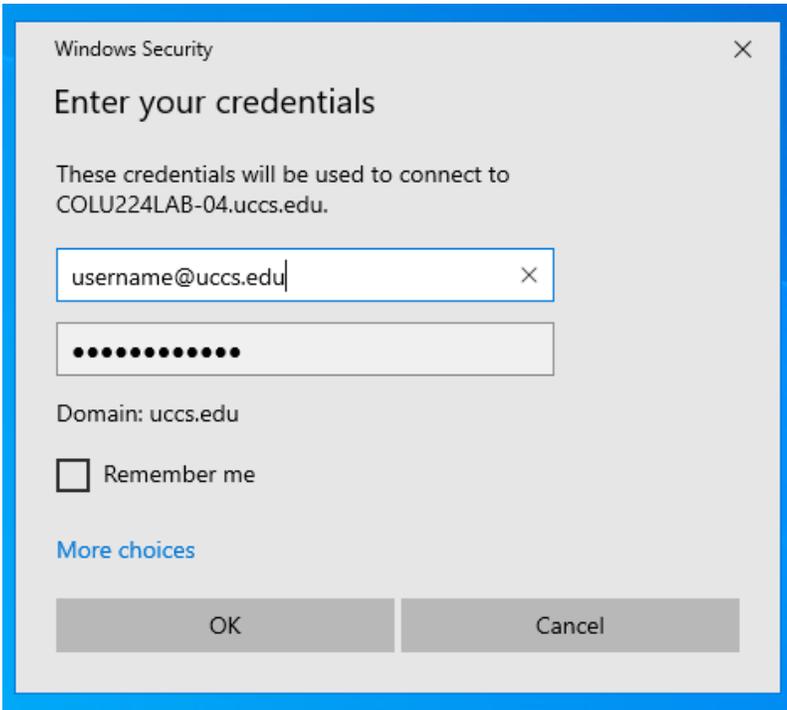
Accept the certificate if prompted.

If you are unable to connect, please try again with one of the other two provided computer names.

The number of connections to this computer is limited and all connections are in use right now. Try connecting later or contact your system administrator.

OK

Step 6: When finished, **sign-out** or **log off** of the remote desktop.

This will make the lab computer you were connected to available for use by other students.

How to use Remote Desktop Connection

Content from: Microsoft Support

- **On your a Windows 10 laptop or desktop**
    - In the search box on the taskbar, type **Remote Desktop Connection**, and then select **Remote Desktop Connection**.
    - In Remote Desktop Connection, type the name of the PC you want to connect to, and then select **Connect**.
- **On your Apple computer**
    - Open the Remote Desktop app (available for free on the Mac App Store)
    - Add the name of the PC that you want to connect to.
    - Select the remote PC name that you added, and then wait for the connection to complete.

Software and Resources not Requiring Remote Access

ⓘ   If you need access to any of the software or resources listed below, it is requested that you do not use remote access.

Software and resources available on open lab computers that are also available online or for installation on a personal computer:

- Canvas
- myUCCS Portal
- Office 365 Email
- Microsoft Teams
- Office 365
- Matlab