

## LBCC Accessing Remote Desktop

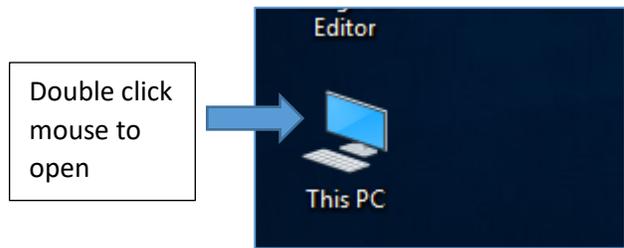
Overview: To connect to work desktop through access of another laptop/and or desktop. In order to do so your work desktop must be on at all times to gain remote access.

Step 1: Get desktop computer name

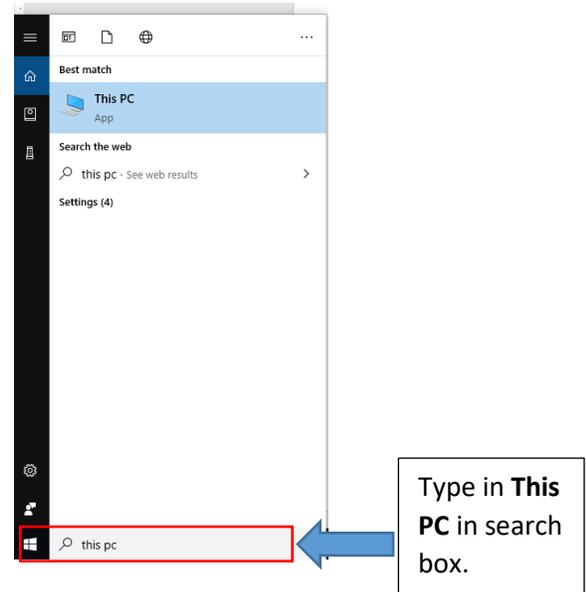
- To access your computer name click on **This PC** Icon
- This can be on your desktop or you can type **This PC** in search box

Desktop:

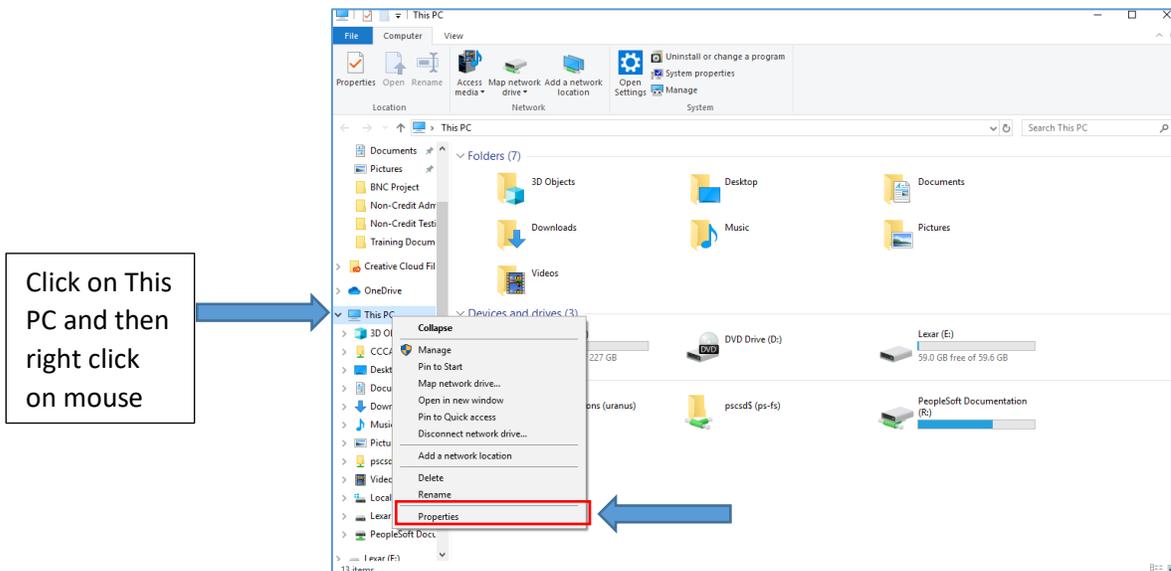
Search Box:



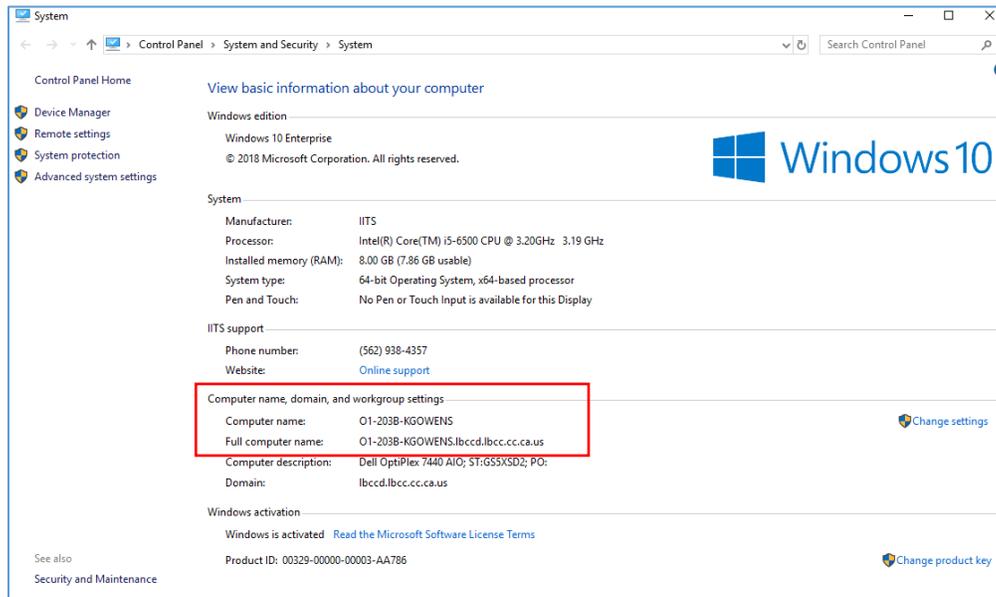
OR



- Select **This PC**, then Right click mouse, and select **Properties**

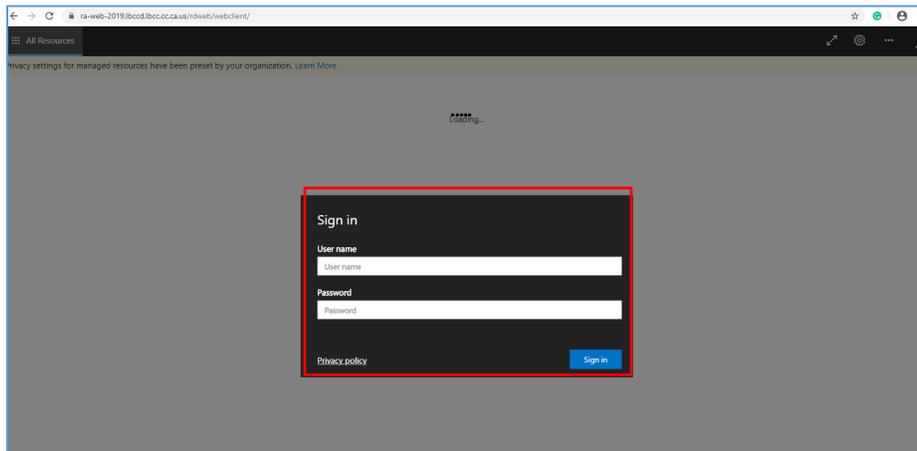


- Write down computer both **Computer name** and **Full computer name**



Step 2: Go to website [rapps.Ibcc.edu](http://rapps.Ibcc.edu)

- User name= Employee ID
- Password= Password you use to sign into your desktop
- Press Sign In

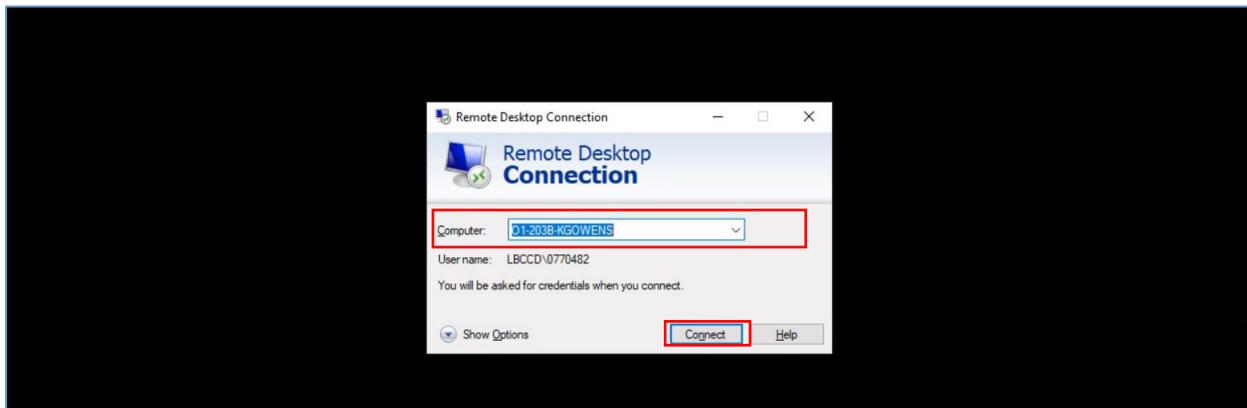


### Step 3: Click Remote Desktop

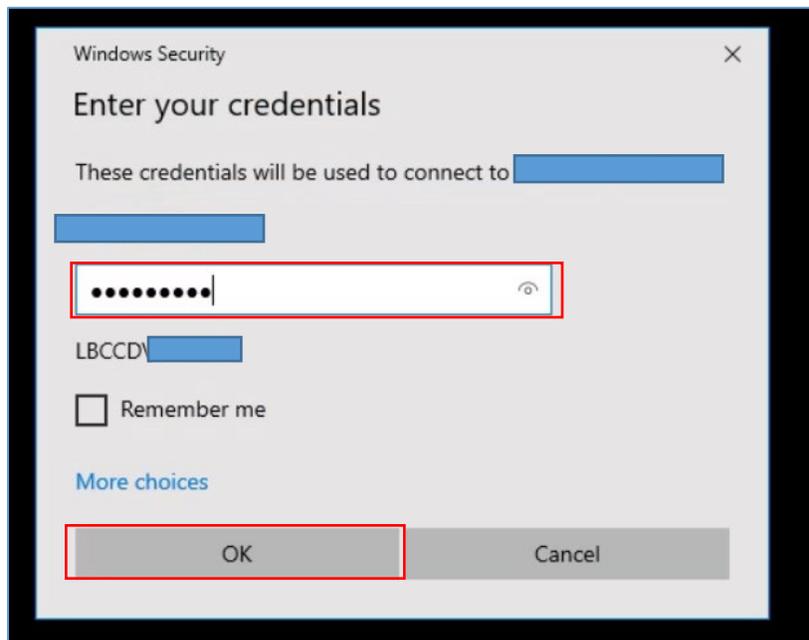


### Step 4: Type in Computer name and press Connect

- If computer name doesn't work, try Full computer name (see Step 1 PG .2)



### Step 5: Type in your Password that you use to sign into your desktop and press OK



If you successfully signed in remotely you will get this screen. Click ok, and you will be able to see your work desktop.

