

# How to use the 'Remote Connection' to access the school network?

The guide below is for a PC if your using a Mac/tablet or phone download the Remote Desktop App:

- [Windows Remote Desktop](#)
- [Chrome Remote Desktop](#)
- [Apple Remote Desktop](#)

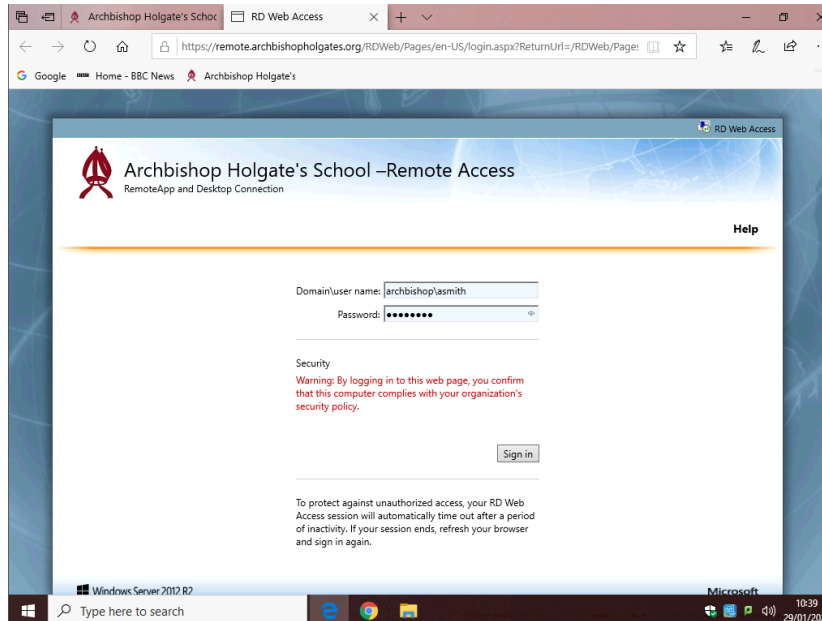
1. Go to the following website: <https://remote.archbishopholgates.org/RDWeb/Pages/en-US/login.aspx?ReturnUrl=/RDWeb/Pages/en-US/Default.aspx> (this can be found at the bottom of the schools home website page, on the right hand side called 'Remote Desktop').

2. Your domain\username is:

Archbishop\your username for the school computers

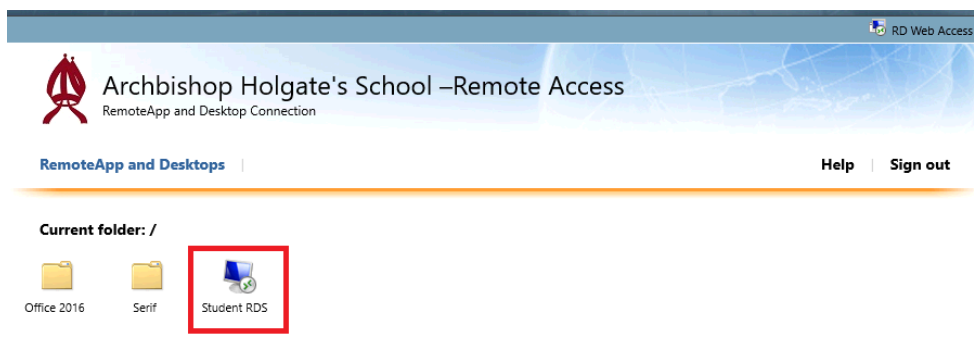
For example, if your name is Jon Smith and you log onto the school computers using JSmith1 you would enter: archbishop\jsmith1

3. Enter your password for the school computers.

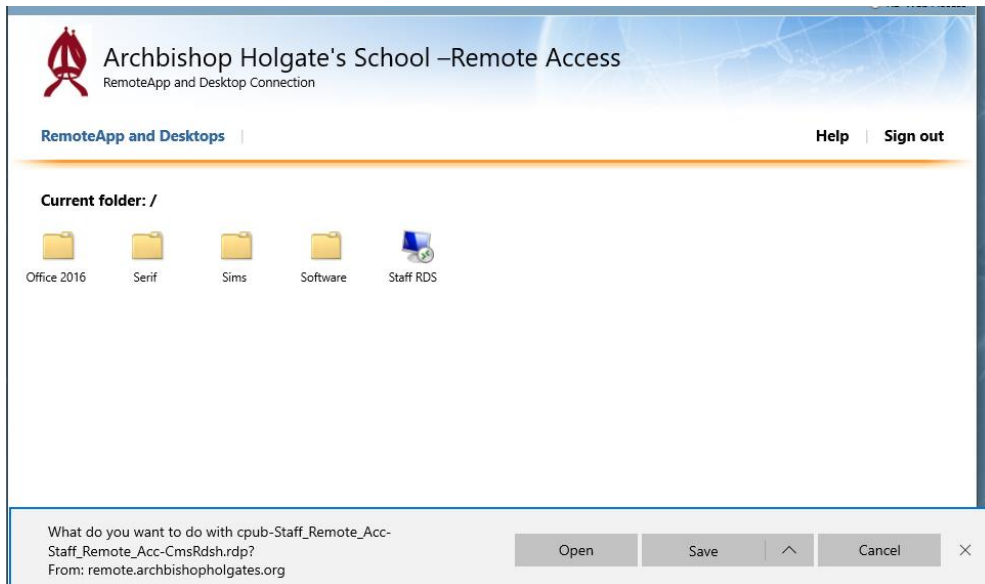


4. Click Sign in

5. Choose either 'Student RDS' or 'Staff RDS'

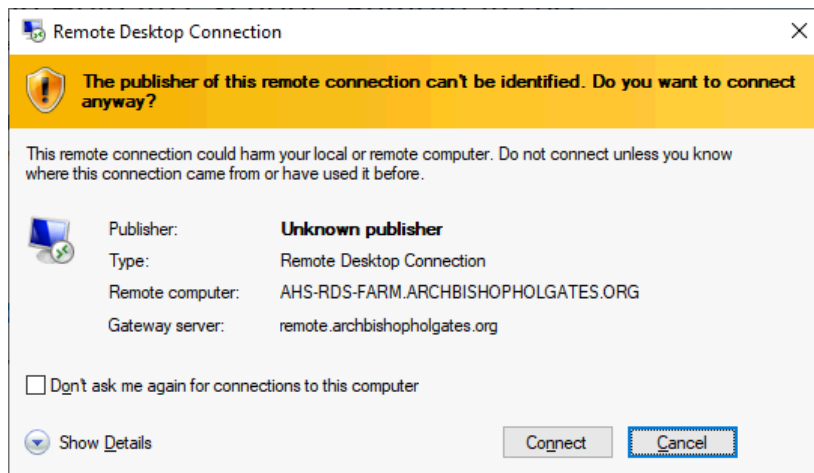


6. It might show the following message. If it does choose 'Open'



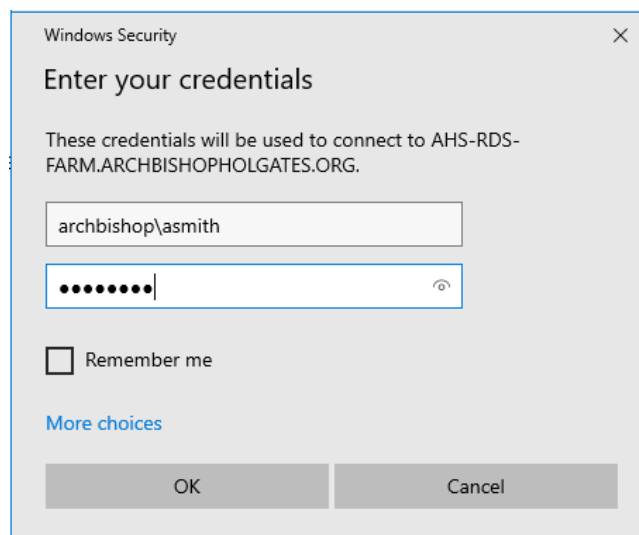
7. It might ask you for your username and password again. Use exactly what you use to log onto the school network. It is likely to ask you to do this twice.

8. Another window will come up click Connect

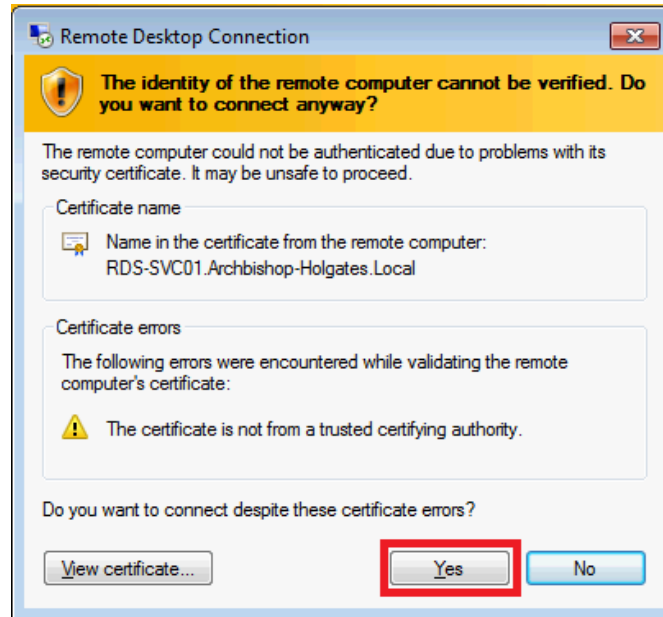


9. A new box will come up put in your network password. It will need to be :

archbishop\your network username again



10. And another window select Yes to connect



**You are now on the school network!**

*Make sure to save your work regularly!*

### **Top Tip!**

Can't get on ? If your using Windows 10 try a different web browser than edge the default web browser that comes with windows 10 such as internet Explorer you can find it by typing into the search bar.. or Firefox or Google Chrome.