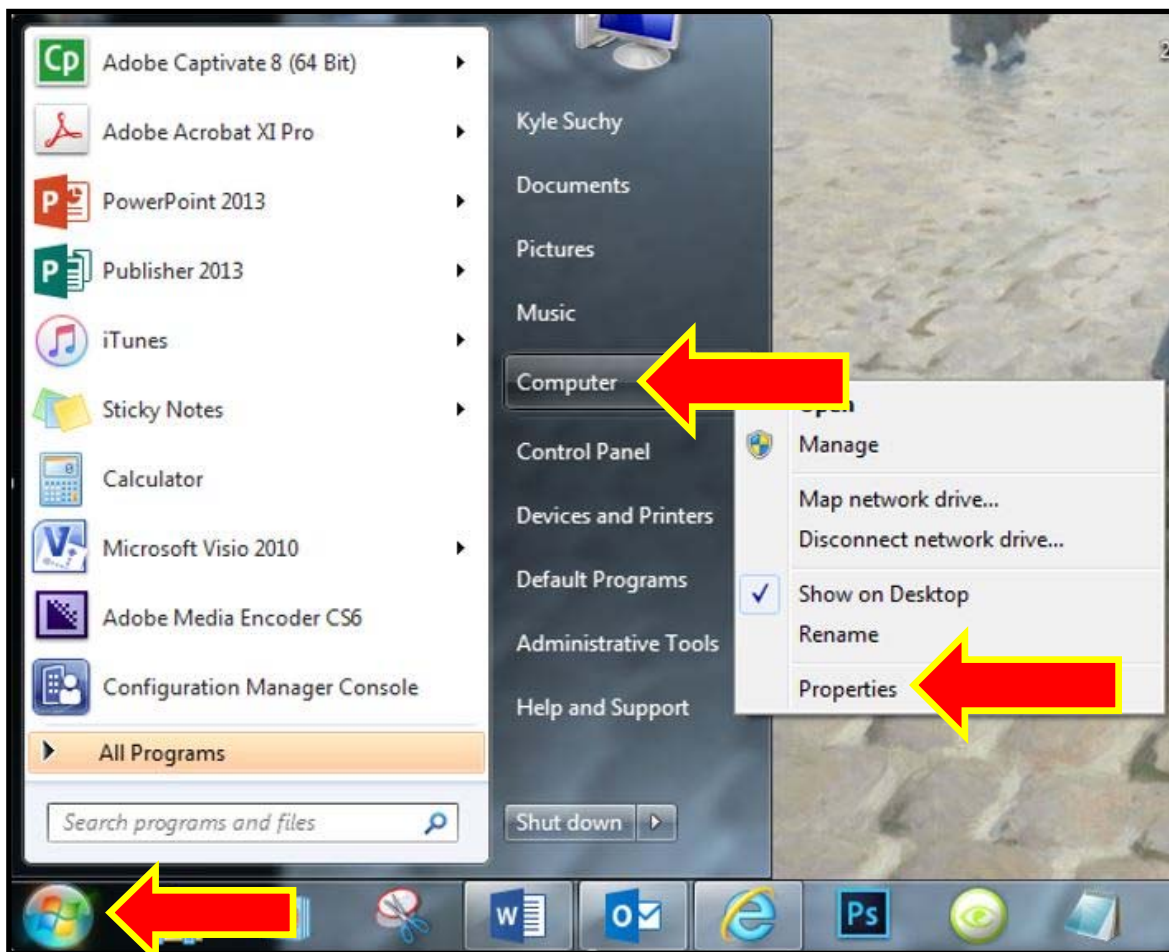


How to remote control your office computer from home

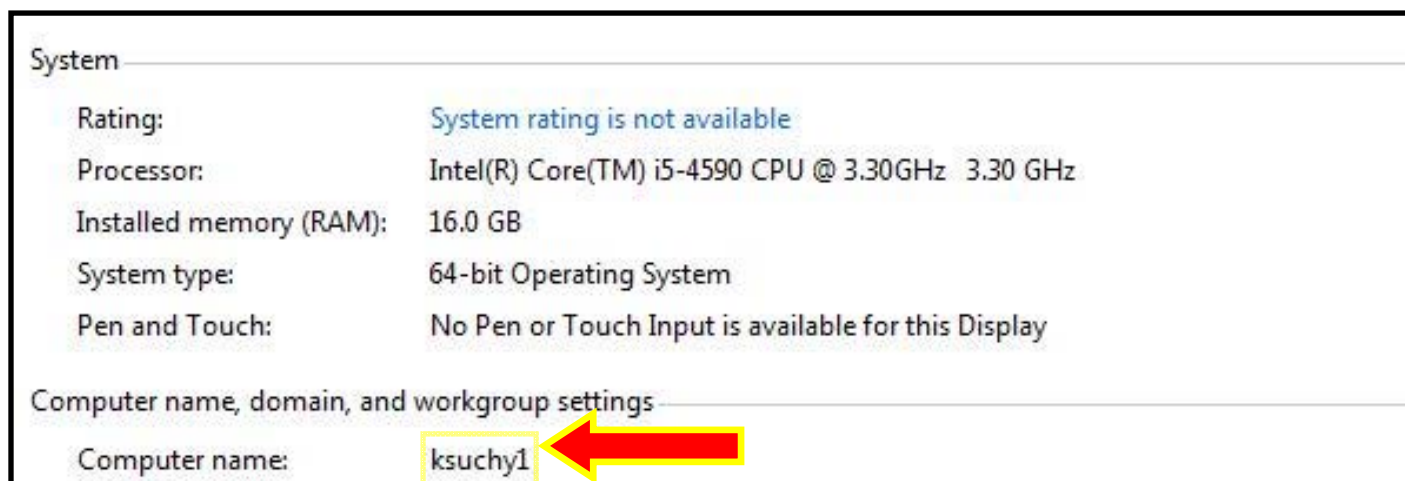
Once you have installed the Cisco AnyConnect software and are running an active VPN connection to UCO's network, you can use it to work remotely on your CEPS computer.

First, while **ON CAMPUS**, you will need to learn the computer name of your office desktop computer by:

- **Click** the Start icon on your desktop.
- **Right click** on Computer.
- **Click** on Properties.



- Within the **Properties** area, you will find your computer name. Be sure to write this down for future reference.



The screenshot shows the Windows System properties window. Under the 'System' tab, the following information is displayed:

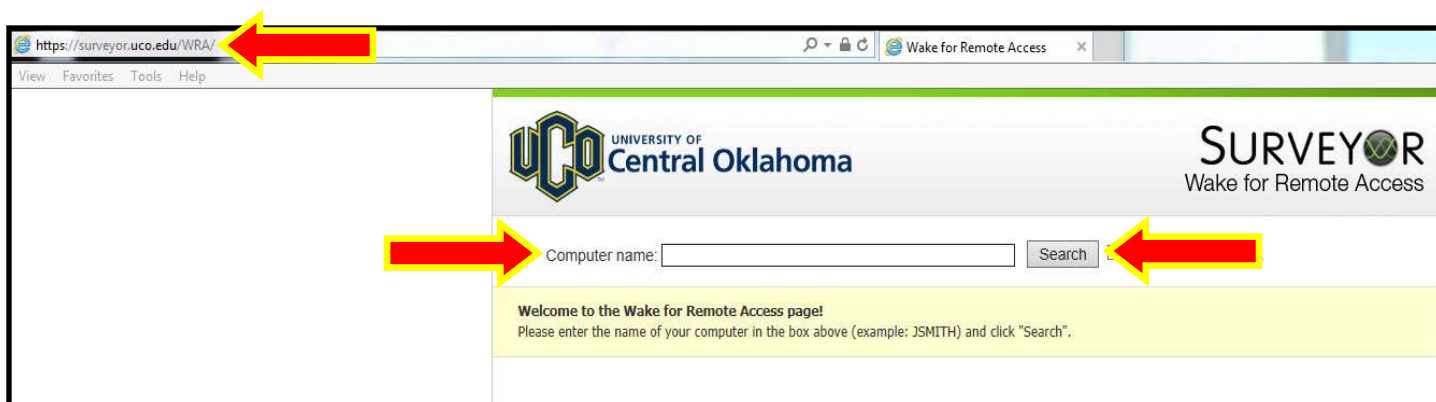
- Rating: System rating is not available
- Processor: Intel(R) Core(TM) i5-4590 CPU @ 3.30GHz 3.30 GHz
- Installed memory (RAM): 16.0 GB
- System type: 64-bit Operating System
- Pen and Touch: No Pen or Touch Input is available for this Display

Below this, the 'Computer name, domain, and workgroup settings' section shows the computer name as 'ksuchy1', which is highlighted with a yellow box and a red arrow pointing to it.

From **OFF CAMPUS**, to begin the process of remoting into your office computer you must make sure your UCO computer is awake and responding. Here is how to wake it up from off-campus.

Please note: **your office computer must be powered on** to remote into it.

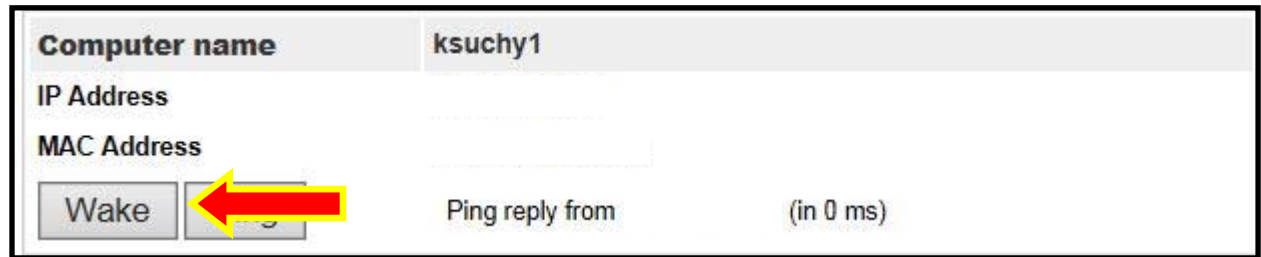
- **Open** a new internet window.
- Access Surveyor service at: <https://surveyor.uco.edu/WRA/>
- **Type** in your computer name.
- **Click** Search.



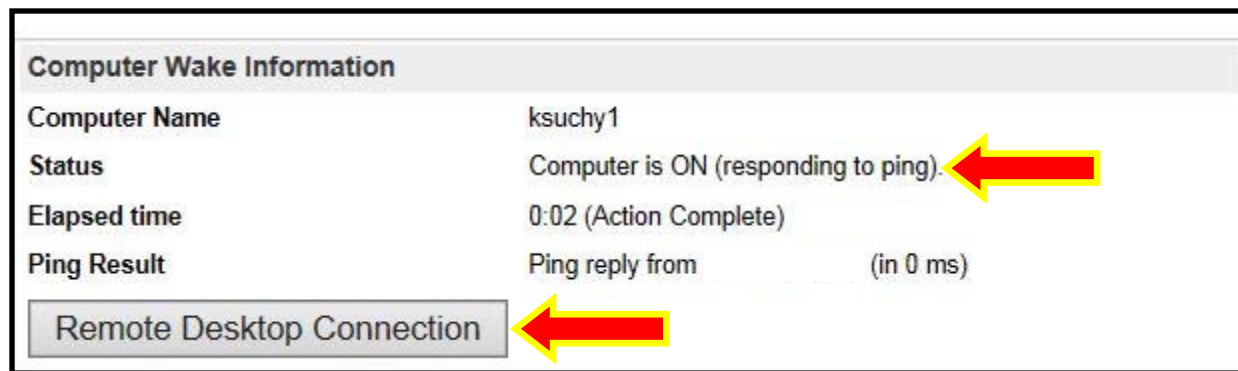
The screenshot shows a web browser window with the URL <https://surveyor.uco.edu/WRA/>. The page features the University of Central Oklahoma logo and the 'SURVEYOR Wake for Remote Access' header. A search form is visible with the text 'Computer name:' followed by an input field containing 'ksuchy1' and a 'Search' button. A yellow banner below the form reads: 'Welcome to the Wake for Remote Access page! Please enter the name of your computer in the box above (example: JSMITH) and click "Search".' Red arrows point to the browser address bar, the input field, and the Search button.

Continue >>>>>

- **Click** the Wake button.



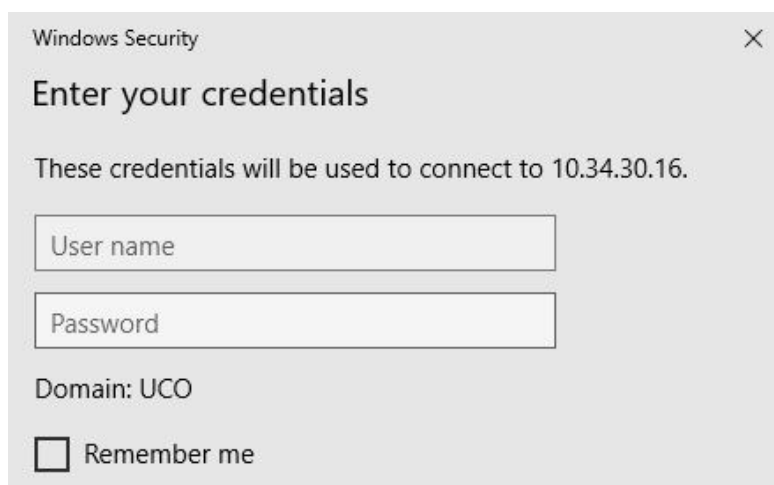
You will be notified that your computer is on and responding.



- **Click** Remote Desktop Connection to begin accessing your office desktop.
- Next, an .rdp file will be downloaded with the computer name. Once downloaded, open it.



- Once opened, a "Windows Security" window will pop up.
- **Select** "more choices", than "use a different account".
- Once that is done, sign in with your UCO credentials.
Note: The domain should say "UCO"



- The following "remote desktop connection" window will pop up.
- **Select** "Yes", and this will allow you to remote control your specified computer with your credentials.