1) ON YOUR WORK COMPUTER (WINDOWS ONLY)

- a) Get your work computer IP address
 - On your work computer, open a web browser and Google search "my ip"



b) Record the IP the results you see as this will be the IP address you will be remoting to. Please leave your computer turned on!



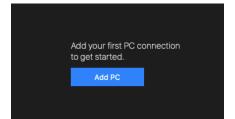
2) ON YOUR HOME COMPUTER

(One-time) Install Microsoft Remote Desktop 10 from App Store.

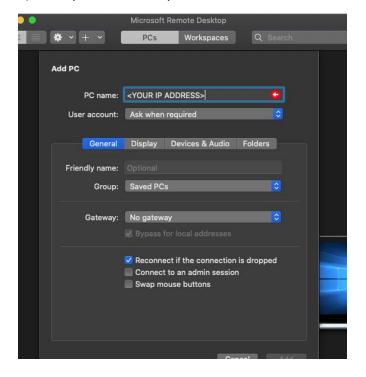
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a) Log into the Columbia VPN, you must set up your Multi-Factor authentication (Duo).

- For installation and connection instructions, see https://cuit.columbia.edu/install-vpn
- For Multifactor Authentication set up instructions, see https://cuit.columbia.edu/mfa#/text-1839
- b) Open "Remote Desktop Connections"
- c) Click Add PC



d) Fill in your IP address you recorded in the PC name: field and click Add.



- e) Click on the PC button that is created.
- f) Enter your login credentials in the format of adcu\UNI and your password.

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