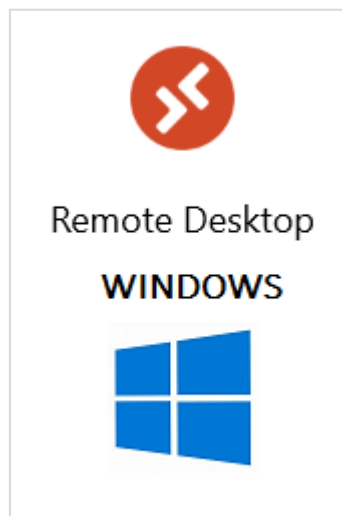


Working on a Windows PC or Laptop

Micah Remote Desktop Initial Setup



Contents

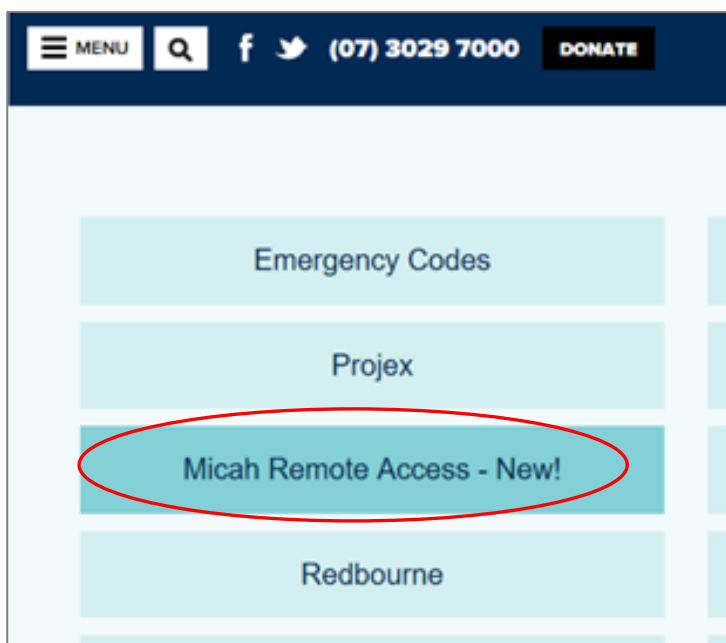
1	Setup Remote Desktop for working on a Windows PC or Laptop	2
1.1	Go to the Remote Desktop Access Page	2
1.2	Download the Windows Desktop client.....	4
1.3	Run the Installer.....	4
1.4	Click Run on the 'Security Warning' screen.....	5
1.5	The Remote Desktop Setup Wizard will open	5
1.6	Agree to the Licence Agreement	6
1.7	Select 'Install just for you'	6
1.8	The RDS application will install	7
1.9	Click 'Finish' and the RDS window will pop up.....	7
1.10	On the RDS window, click 'Subscribe'.	8
1.11	Sign in with your Micah email and password.....	8
1.12	Remote Desktop Setup Complete.....	9
1.13	Your Remote Desktop session will begin	10

1 Setup Remote Desktop for working on a Windows PC or Laptop

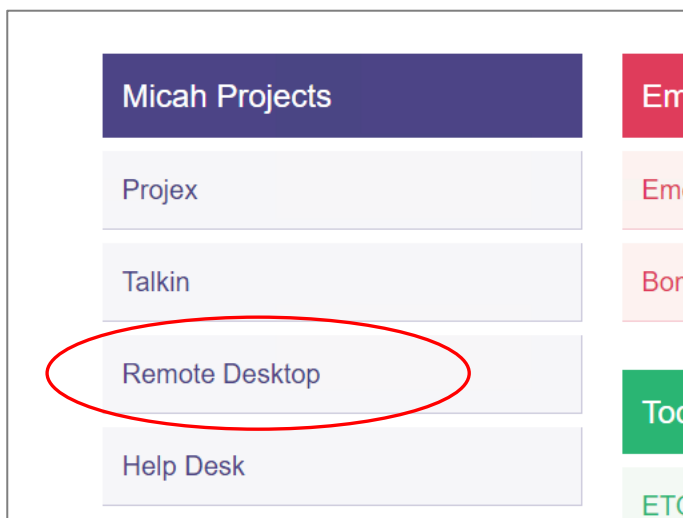
1.1 Go to the Remote Desktop Access Page

You can navigate to the Remote Desktop Access page in the following ways;

1) From the [Micah Splash Page](#)



2) Via Intranet [Quick Links](#)



3) Directly Here:

<https://micahprojects.blob.core.windows.net/splash/index.html>



This is the new Remote Desktop Access webpage. There are links to User Guides for each type of device you are working on.

1.2 Download the Windows Desktop client

Hover over the “**I’m working on a Windows PC or Laptop**” box. Click the Download link indicated below or use the following url:

<https://go.microsoft.com/fwlink/?linkid=2068602>

MICAH PROJECTS

Connect to Micah's Remote Desktop

IMPORTANT: You only need to follow this process once, then the app will exist on your device permanently.

1. If you don't already have the Remote Desktop app on your device, [download it now.](#)
2. Install the new app and launch it.
3. Click the Subscribe button and log in with your Micah email address and password.
4. If working on your own PC, choose to only sign into this application.
5. Launch the Micah Windows Desktop by double-clicking **Micah_WVD_Pooled-DAG.**

I'm working on Mac/ iPad



Remote Desktop
MAC / IPAD

[View User Guide](#)

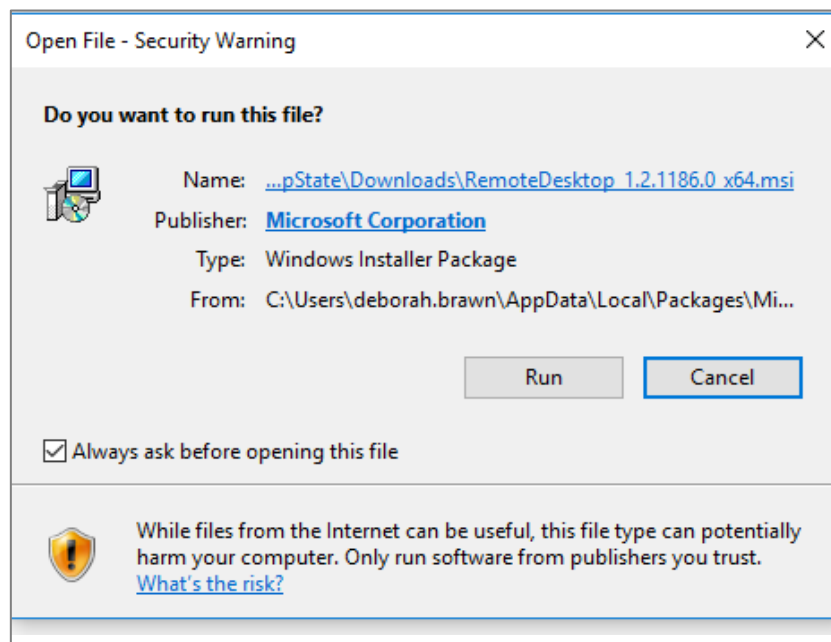
[View User Guide](#)

1.3 Run the Installer

The Download file will appear at the bottom of your screen. Click 'Run'.

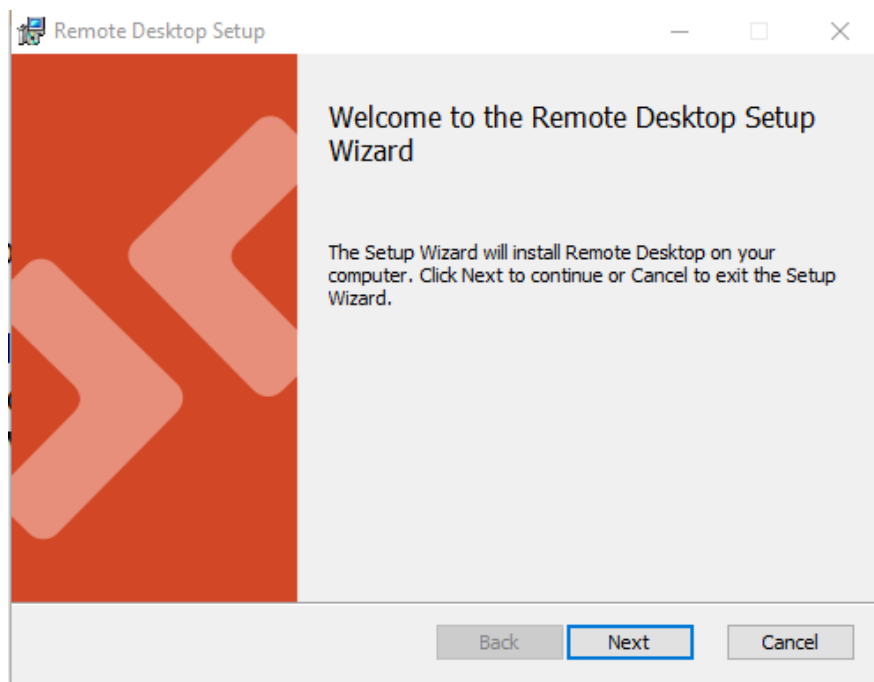
A Windows file download dialog box is shown. The text inside reads: "What do you want to do with RemoteDesktop_1.2.1186.0_x64.msi (17.6 MB)? From: query.prod.cms.rt.microsoft.com". At the bottom, there are four buttons: "Run", "Save", an upward-pointing arrow, and "Cancel". A close button (X) is also present on the far right.

1.4 Click Run on the 'Security Warning' screen.



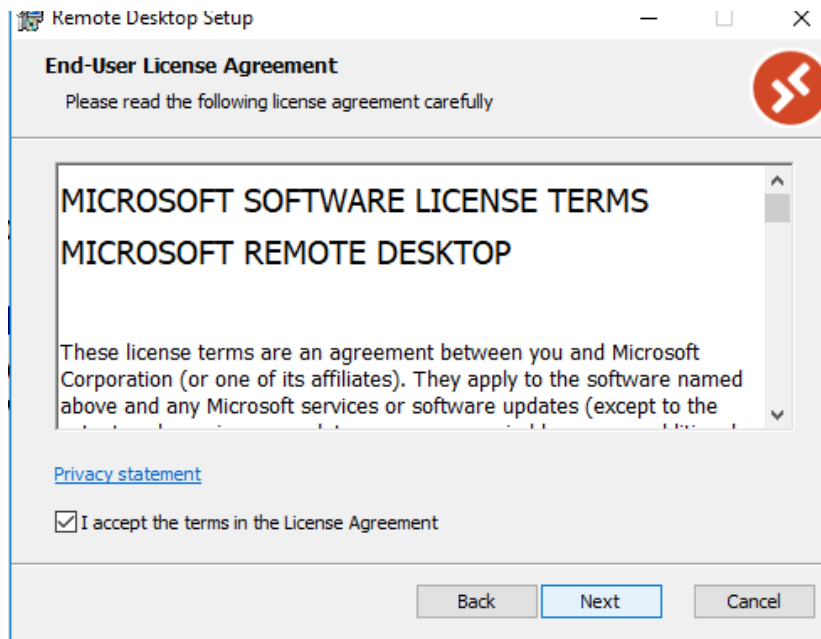
1.5 The Remote Desktop Setup Wizard will open

Click 'Next'



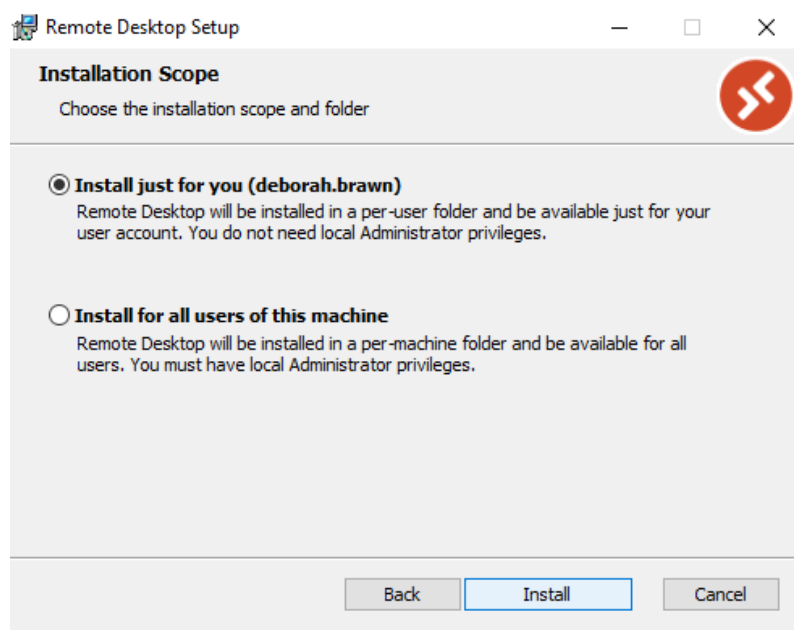
1.6 Agree to the Licence Agreement

Check the check box then click 'Next'



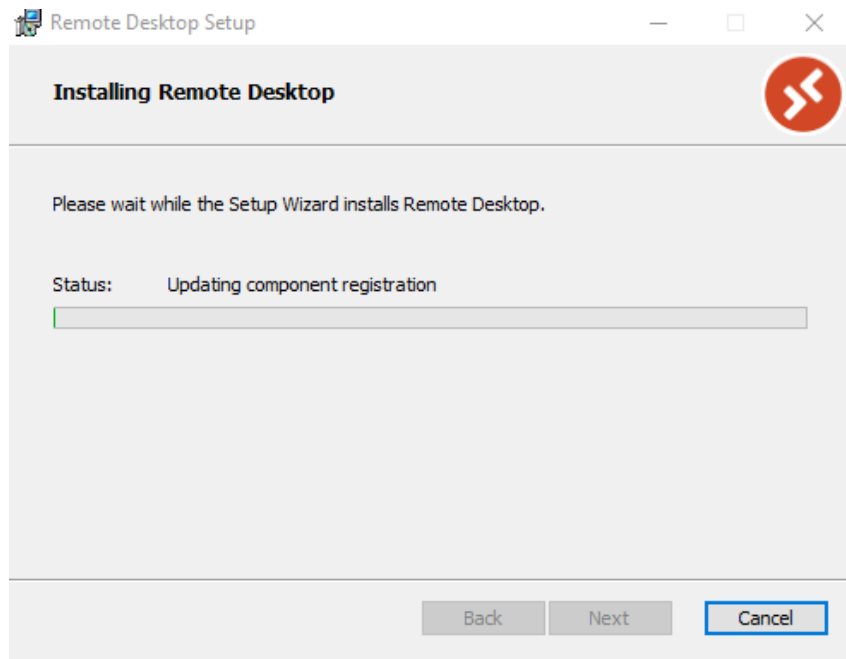
1.7 Select 'Install just for you'

Click 'Install'.



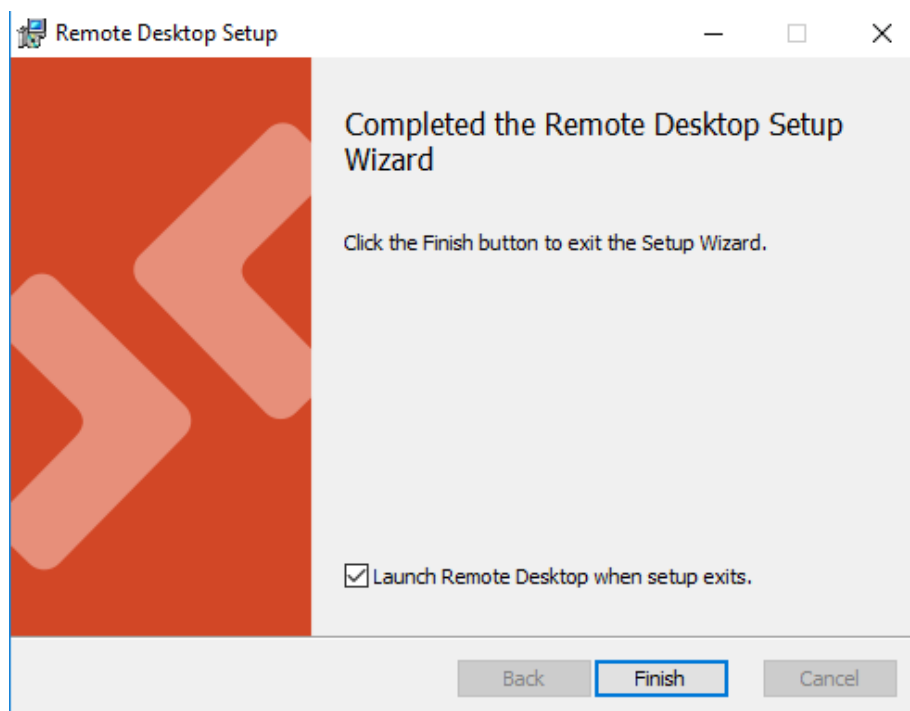
1.8 The RDS application will install

This may take a few minutes.

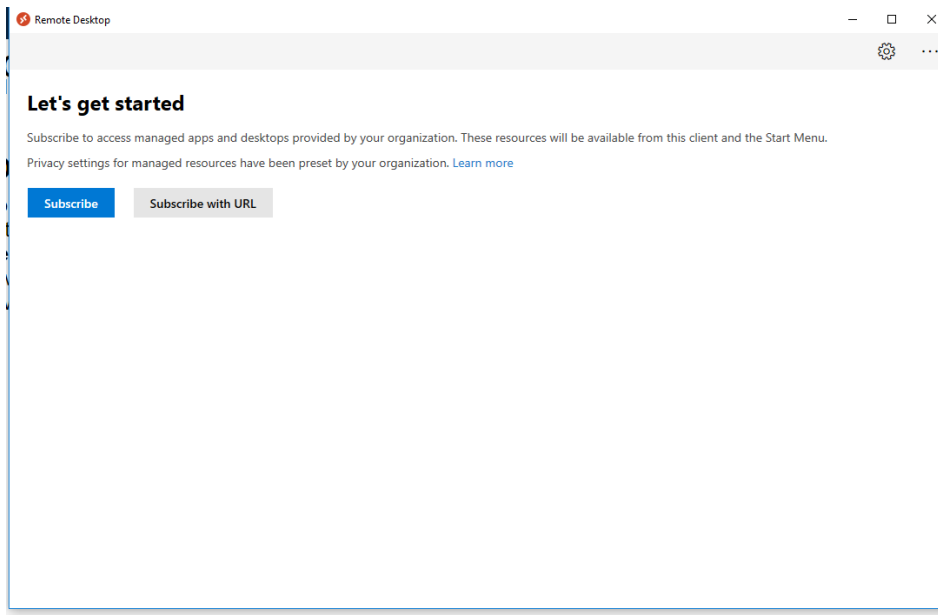


1.9 Click 'Finish' and the RDS window will pop up

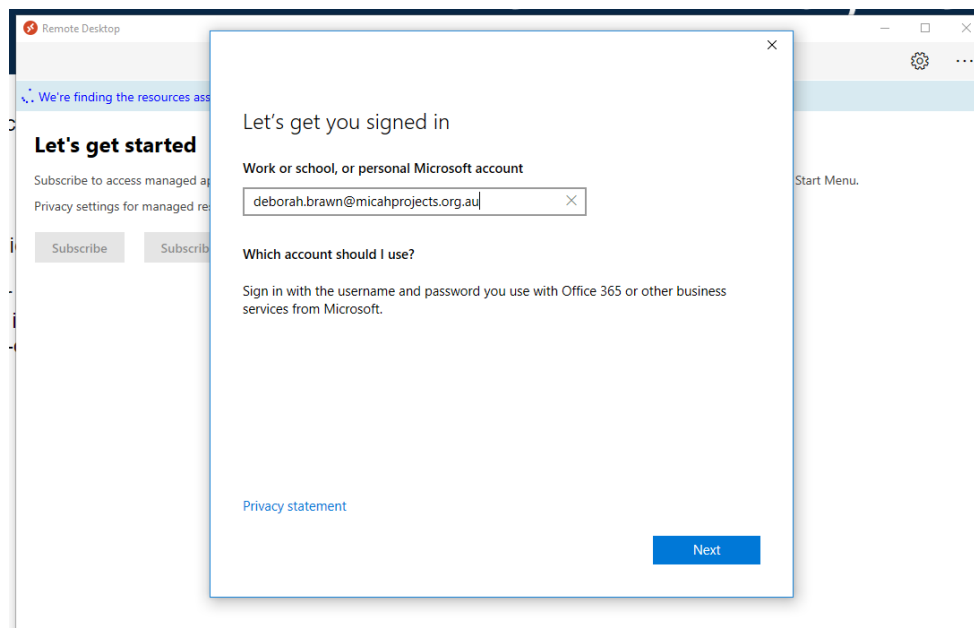
Ensure that 'Launch Remote Desktop when setup exits' is checked.

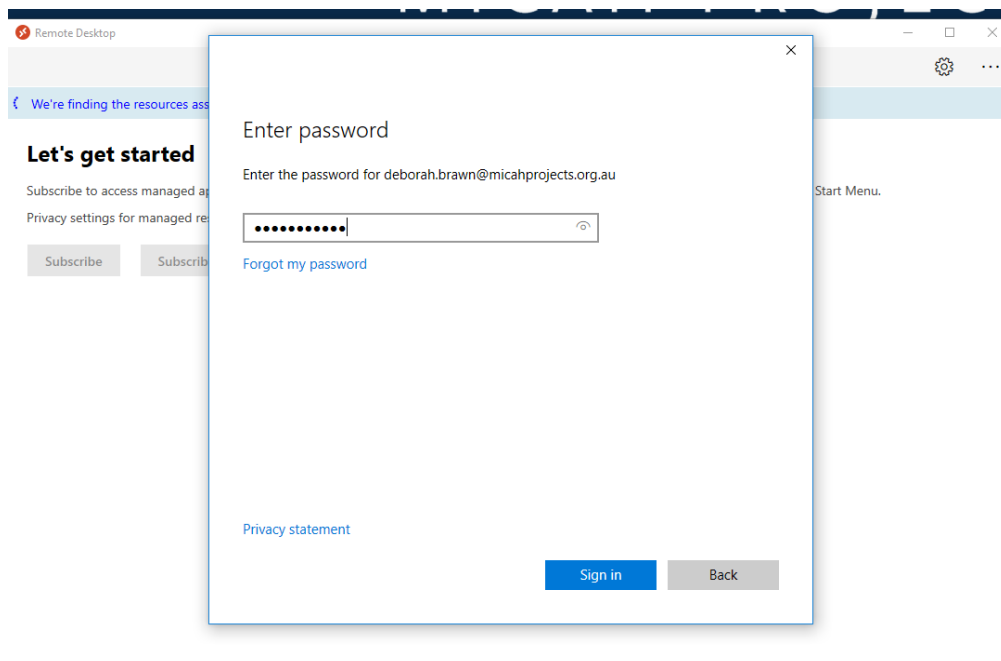


1.10 On the RDS window, click 'Subscribe'.



1.11 Sign in with your Micah email and password

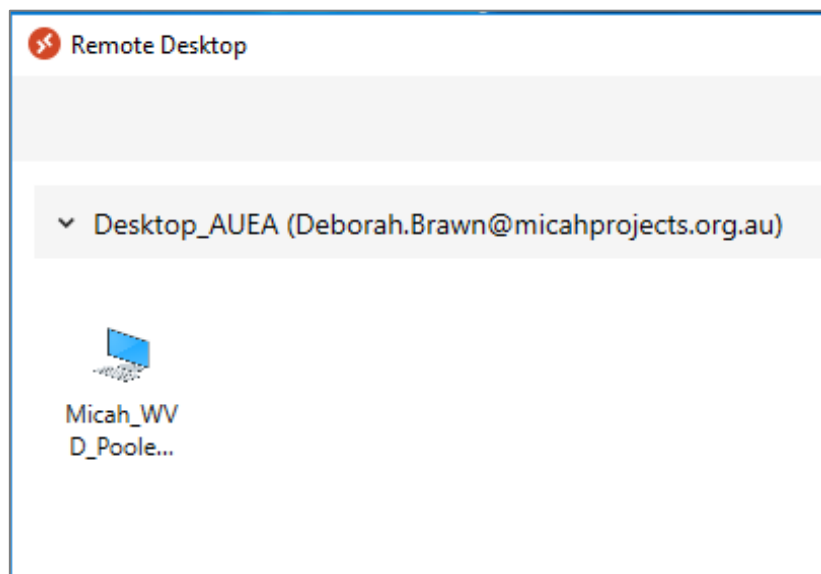




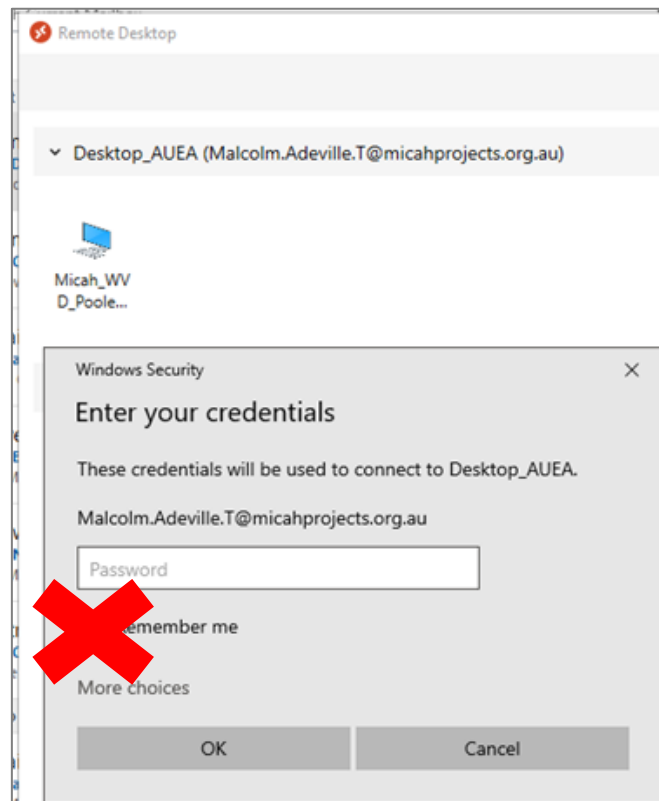
1.12 Remote Desktop Setup Complete

Your RDS connection is now set up and ready to use. To log in, click on the icon.

!! DO NOT check 'Remember me'!!



If you do not see your Micah email address, click on 'More Choices'



1.13 Your Remote Desktop session will begin

Remember: You only have to run through this setup **once**, the first time you use Remote Desktop when you are away from the office.

The app will now exist on your device permanently.

TIP: To make logging in next time quick and easy, you should **pin the Remote Desktop application to your task bar** or save it to a prominent area on your mobile device.