

How to use FMD Terminal Server

Installing VPN Client:

- 1) Log on to a Windows-based computer or Apple computer
- 2) Make sure that you are connected to the Internet
- 3) Download, Install, and Configure VPN software onto your home ***Windows-based computer*** by going to the following link:

<http://www.usask.ca/its/services/networks/vpn/for-64-bit-Windows.php>

Download, Install, and Configure VPN software onto your home ***Apple computer*** by going to the following link:

http://www.usask.ca/its/services/networks/vpn/macintosh_intel.php

- 4) Make sure you have setup a VPN connection and Logged into the VPN Client as described from the link provided above.

Connecting to FMD Terminal Server:

5)

For Windows-based computer:

Click ***Start***  OR  ***All Programs, Accessories, Communications,*** and ***Remote Desktop Connection*** on your ***Windows-based computer***

For Apple based computer:

- a) Download Microsoft Remote Desktop Connection Client for MAC 2.0.1 from the following location

http://www.microsoft.com/mac/downloads.aspx?pid=Mactopia_RDC#viewer

- b) The file format will be a .dmg file and is approximately 7.8 MB in size

- c) Restart your Apple computer after installing the Remote Desktop Connection Client
- 6) Type **fmdstu.usask.ca** in the field next to “Computer:” and click **Connect**

For Windows-based computer:



For Apple based computer:



- 7) A new window will appear with a login box – Log in using your **Username (ex. abc123) and Password**

Make sure the “Log in to: (**Domain**) is left on USASK



- 8) Please remember to **Log OFF** of FMD Terminal Server when you're done

Things that CAN be done on the FMD Terminal Server:

- Users can and should **save all work to FMDFolder**
- Users can open and create **PDF documents** by using Office 2007 or Adobe Acrobat Professional
- Users can use **Microsoft Word, Excel, Power Point, Outlook, Project, Viso, Publisher, and One Note**
- Users can use **Facility Focus, Recapp, Resource 25, and Fuel Control System**
- Users can print to FMD printers while logged onto the Terminal Server (Ex. FMD_Main, FMD_Plan, FMD_ColorLaser)

Things that CANNOT be done on the FMD Terminal Server:

- Users will NOT have access to their local Desktop, Favorites or My Documents
- Users **CANNOT print** to their home printer
- Users CANNOT save anything to the C:\ drive
 - Instead, users should save all work to FMDFolder OR Cabinet (V:\ Drive)

Troubleshooting:

- If you get the following error:



- Things to check
 - Make sure that you have properly typed in the *correct* host name (ex. fmdstu.usask.ca)
 - Make sure you have a internet connection
 - Make sure that the VPN session is CONNECTED