



USER MANUAL

Connect with remote office from Apple OS (X)

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1 Introduction

This manual will teach you how to connect to your remote office from your Apple OSX device.

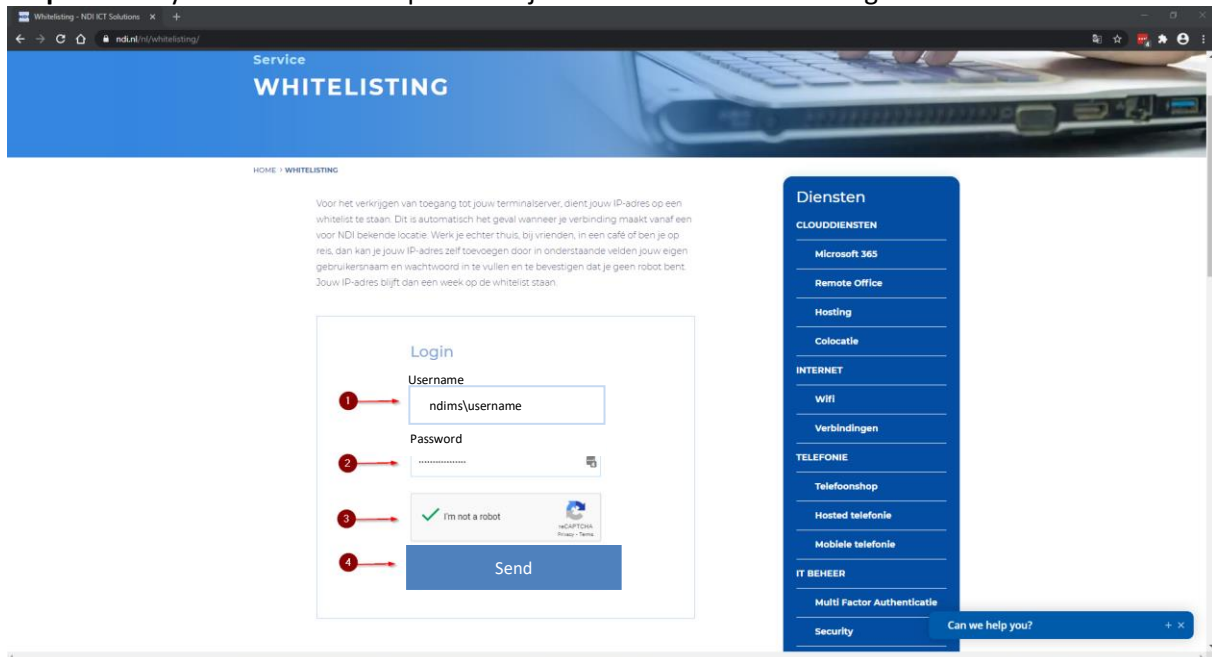
This manual also describes how to whitelist yourself in order to connect to your remote office. This is sometimes necessary because of security reasons.

2 User manual

2.1 Whitelist IP-Adres

Step 1: Open a browser and navigate to the following website: <https://www.ndi.nl/nl/whitelisting/>

Step 2: Enter your username and password just like as shown in the image



Important: Enter 'NDIMS\' in front of your username.

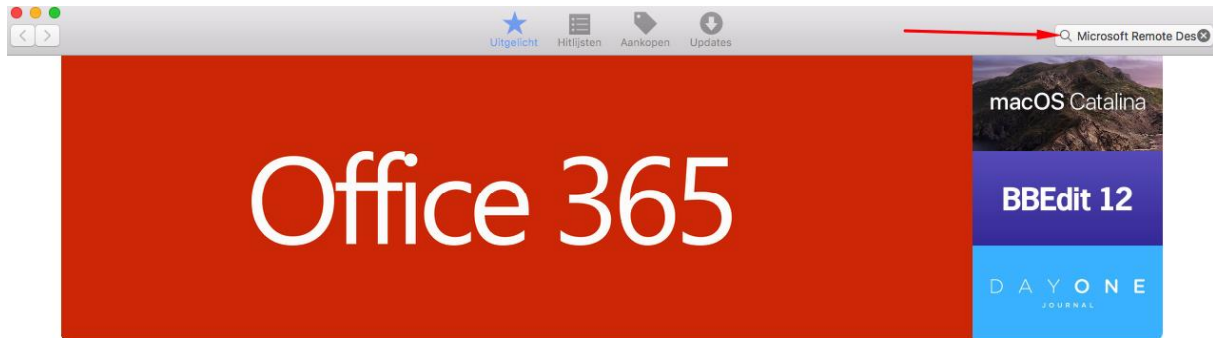
Step 3: Click on 'Send'. Your IP is now whitelisted on the terminal server.

2.2 Downloading the remote desktop software

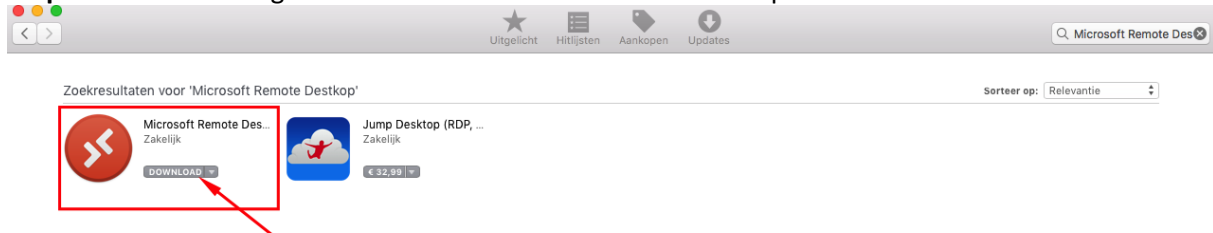
Step 1: Open the App Store by clicking on its icon.



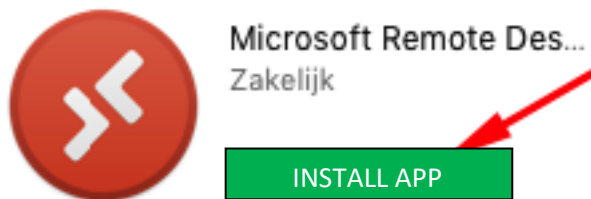
Step 2: Open the search bar on the top right and search for “Microsoft Remote Desktop” then click on “Enter”.



Step 3: In the following screen select “Microsoft Remote Desktop” and click on “Download”.



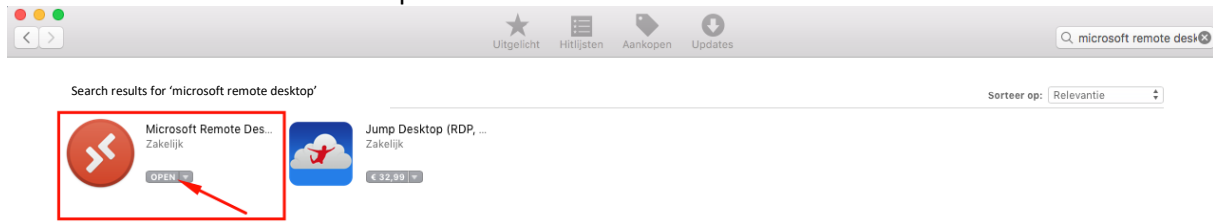
Step 4: Click on “install app”.



Step 5: Usually your Mac will ask your Apple ID credentials in order to install an app. Enter these details.



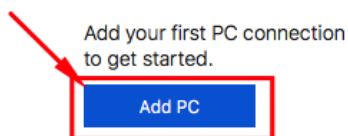
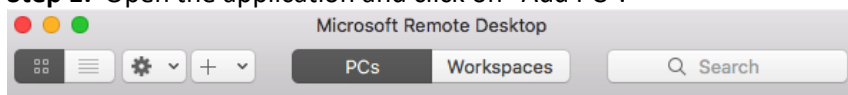
Step 6: Now the application will download and an “Open” button will show. Click on “Open” to launch Microsoft Remote Desktop.



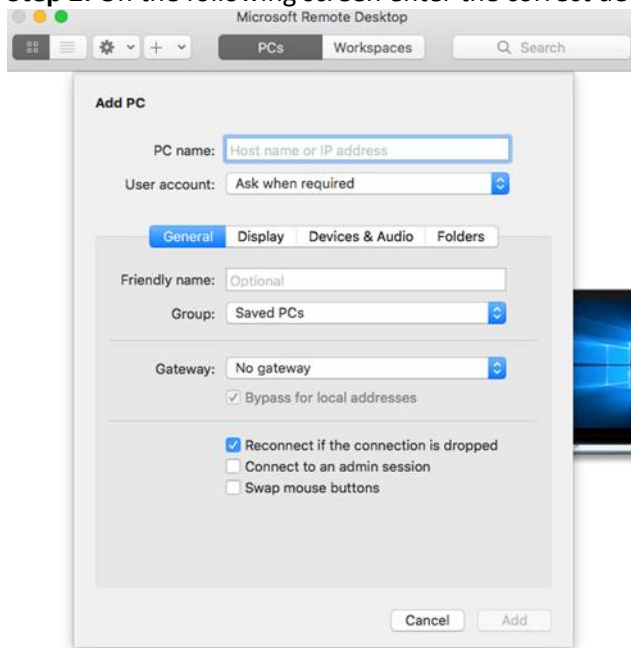
Tip: You can also open programs in the “Applications” folder in Finder (“Finder” > “Applications” > “Microsoft Remote Desktop”) or via the “Launchpad”

2.3 Configuring Microsoft Remote Desktop

Step 1: Open the application and click on “Add PC”.



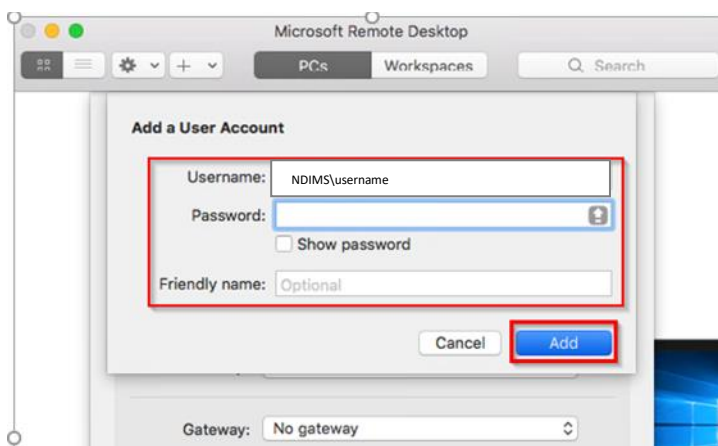
Step 2: On the following screen enter the correct details.



PC Name: Enter your remote office address, i.e. company.ndiro.nl

User account: Leave default (Ask when required).

If you want to add your username and password change it to “Add a User account” and it will show you the following screen:



User name: Enter your domain name and username, i.e. NDIMS\username

Password: We advise to leave this field blank.

Click on “Add” to save your user account.

Step 3: Click on “Add” to save your user account.

Step 4: You can now start your Remote Session by double clicking your account under “PCs”.

