

# Remote Access - Campus Resources

To use a Library Computer and/or other resources that are restricted to campus only computers.

## Audience

Faculty	✓
Staff	✓
Students	✓
Others	✗

## Step-by-step guide

- [Step 1: Install Microsoft Remote Desktop](#)
- [Step 2: Apple/Mac Configuration](#)
- [Step 3: Chromebook Configuration](#)
- [Step 4: Windows Access](#)



When accessing remote resources, if you are prompted for a username/password, you will use your full campus email address and password

## Step 1: Install Microsoft Remote Desktop

Important Note: If you have a Windows computer you do NOT need to install Microsoft Remote Desktop.

For Apple and Chromebook computers you will need to install the [Microsoft Remote Desktop](#) Application within your App Store, such as Apple App Store for Mac or Google Play for Chromebooks. Use the links below for your device, the app icon should look exactly the same, please send a support request with a screenshot of the app if you are unsure to [support@bshp.edu](mailto:support@bshp.edu)

Link for Apple:

**Apple: (Name: Microsoft Remote Desktop)** <https://apps.apple.com/us/app/microsoft-remote-desktop/id1295203466>

Open the Mac App Store to buy and download apps.



### Microsoft Remote Desktop 4+

Work from anywhere

Microsoft Corporation

★ ★ ★ ★ 1.5, 2 Ratings

Free

Link for Chromebook:

**Chromebook: (Name: Remote Desktop)** [https://play.google.com/store/apps/details?id=com.microsoft.rdc.android&hl=en\\_US](https://play.google.com/store/apps/details?id=com.microsoft.rdc.android&hl=en_US)



# Remote Desktop

Microsoft Corporation Business

Everyone

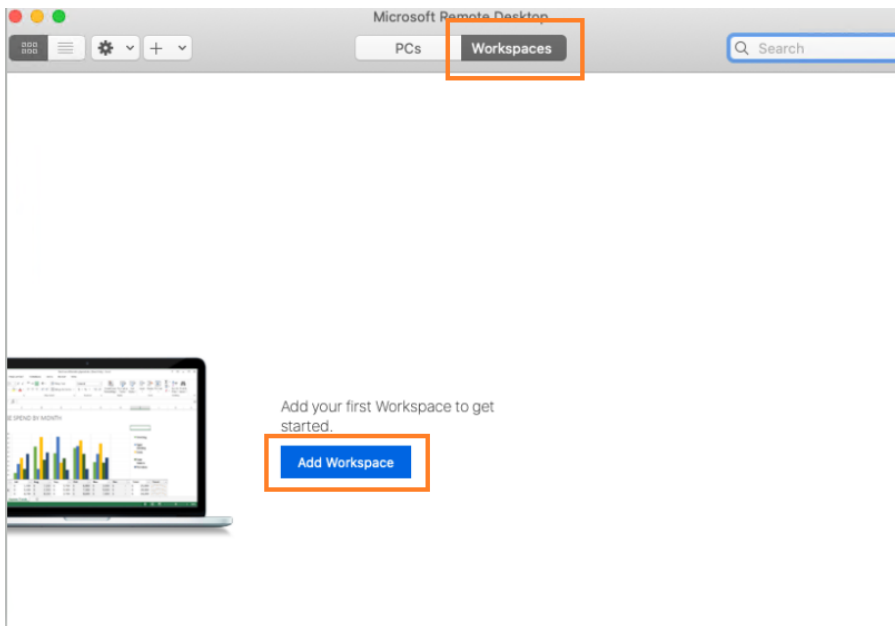
★★★★★ 111,289

This app is compatible with all of your devices.

Installed

## Step 2: Apple/Mac Configuration

Open the Remote Desktop Application after you have it installed. Once it opens, click on the 'Workspaces' tab then click 'Add Workspace'



Next, in the dialog that comes up, type in exactly,

then click 'Add'

**Add Workspace**

A workspace is associated with this URL.

Workspace URL:

Links to remote apps, PCs and files will be downloaded and automatically updated if you add the workspace.

User account:

If you continue, you will be asked for a user account that will be used to add the workspace.

Privacy settings for managed resources are preset by your organization.  
[Learn more](#)

It will now ask for a username/password, within this dialog type in your full campus email address and your password then click 'Continue'

**S Enter Your User Account**

This user account will be used to add a workspace from remote.bshp.edu.

C

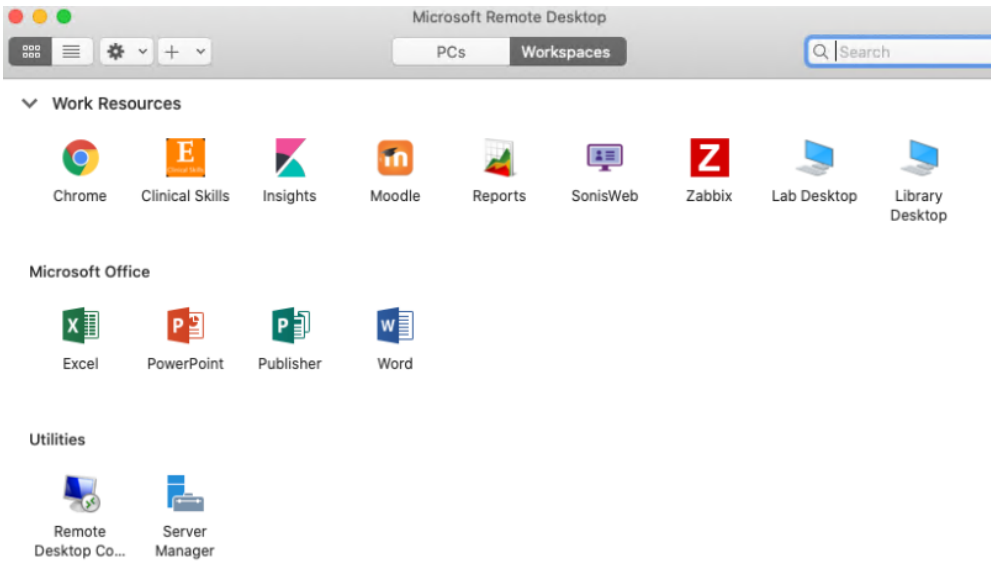
Username:

Password:

Show password

Once you successfully login, all the resources available to you will be shown. You can now double-click on any resource to launch, the below image is an example, you might not have access to these exact resources.

**Reminder: For any username/password dialog boxes, enter your full campus email address and password.**

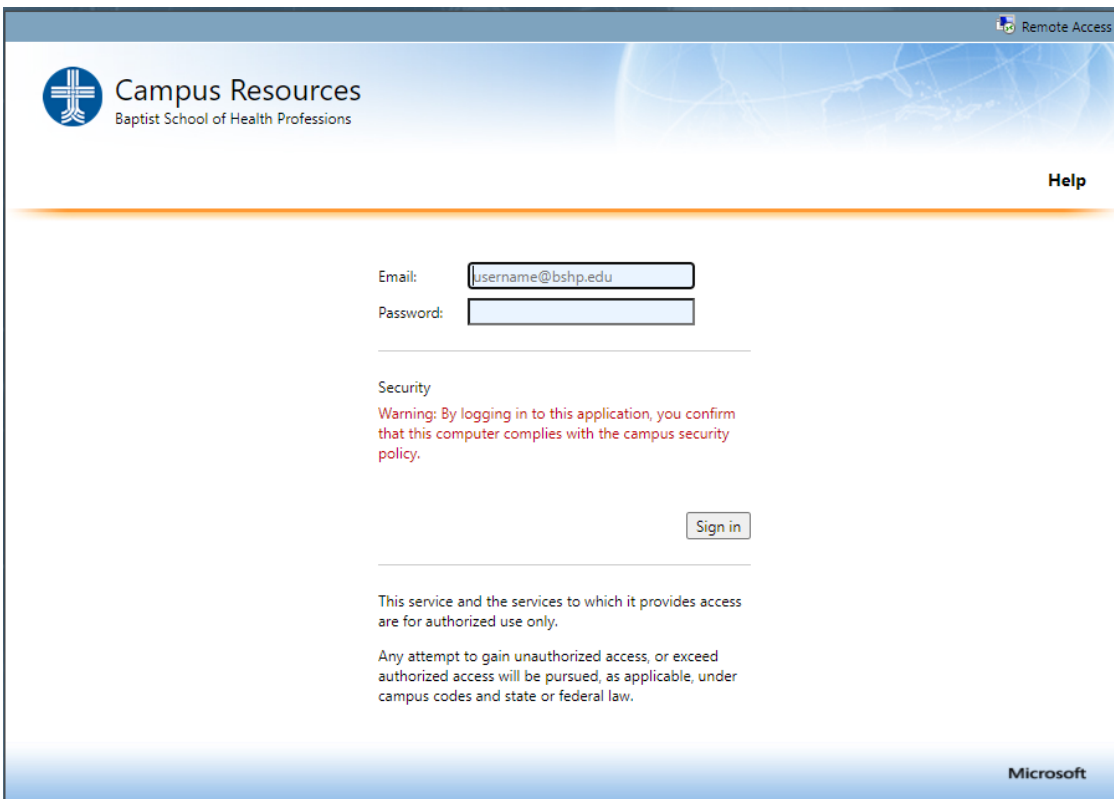


### Step 3: Chromebook Configuration

### Step 4: Windows Access

For Microsoft Windows, you didn't need to install any apps. Just navigate to [in your web browser](https://remote.bshp.edu) and login with your campus email address and password.

`https://remote.bshp.edu`



After you login, if you get any other prompts for a username/password use your full campus email address and password.

Click on the resource you need to access

The screenshot shows a remote access desktop environment. At the top right, there is a "Remote Access" icon. The main header features the "Campus Resources" logo and the text "Baptist School of Health Professions". Below the header, there is a navigation bar with "Applications and Desktops" on the left and "Help | Sign out" on the right. The main area is titled "Current folder: /" and contains a grid of application icons: Microsoft Office, Utilities, Chrome, Clinical Skills, Insights, Moodle, Reports, SonisWeb, Zabbix, Lab Desktop, and Library Desktop. The Microsoft logo is visible in the bottom right corner of the desktop environment.

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