

Connecting to the Orbis Server

1. If Remote Desktop is not already on your computer, Remote Desktop client programs for Windows, MacOS, and Linux are available from the Orbis server's website: <http://orbis.eeob.iastate.edu>
2. Launch the Remote Desktop client application.
3. You will now see the Remote Desktop Connection window, enter the server's address after 'Computer:' In this case,

orbis.eeob.iastate.edu

and click **Connect**



Remote Desktop Connection window

4. Your local screen will become the log-in screen for the host computer you are connecting to. Log-in with your ISU net-ID username and password. Be sure that the third box ('Login to:') is set to 'IASTATE'.

Ending Your Session

There are two possible ways to quit the Remote Desktop Connection. You can either 'Log Off' or 'Disconnect'.

It is best to 'Log Off'. This is done by going to the **Start** menu on the host computer, and then clicking **Log Off**.

You 'disconnect' by closing the Remote Desktop window by clicking on the window close button which has the symbol '**X**'. If you do this, all of the processes you had running on the host computer will continue to run.

Setting Options

On the Remote Desktop Connection window, before clicking 'Connect' the button for 'Options>>' is available. Clicking that button will make several preference options available. In general, turning them on will enhance your Remote Desktop experience, but they put more of a demand on your network connection bandwidth. While using the On-Campus high-speed network, many of these options are beneficial. However, when accessing the host computer through a slower network these options will increase response time.

Connecting to Local Drives from the Host Computer

Moving files to and from the server can be easy if you choose the 'Connect to Local Drives' option. To do this, open the *Remote Desktop Connection* application.

1. Before clicking on 'Connect', click **Options >>**.
2. Go to the **Local Resources** tab
3. Check the box for **Clipboard**.
4. Also, click the "More..." button and check the box for **Drives**.
5. Click on '**Connect**' and log on to the host computer.
6. Go to **My Computer**; under '*Other*' you should notice some extra drives that look like those on your local machine, they are.

Because your local drives are now mapped to the server, you can now use copy and paste to move files and text to and from the host computer.

Troubleshooting

1. Check that you are connected to the internet. (open the web-browser to double-check)
2. Check that the connection isn't being blocked by a firewall. Windows XP has a built-in software firewall. Check to make sure it is not activated and blocking the port designated for Remote Desktop. For Windows XP, it is located under **Start->Control Panel->Network Connections->"your network connection"->Properties->Advanced**.
(This same concept applies to any other software or hardware firewall that may be blocking the port used by Remote Desktop. The port usually used for Remote Desktop is 3389 for both internal and external.)