

# Microsoft Accessing Remote Desktop

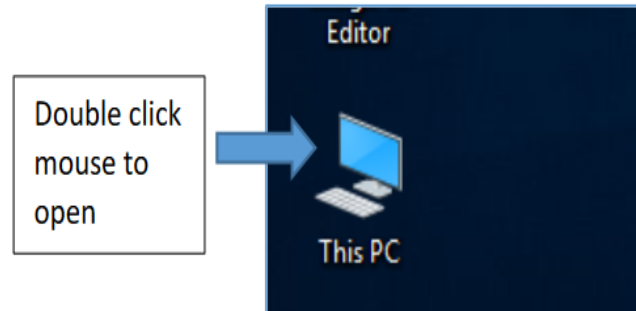
FOR LONG BEACH CITY COLLEGE **FACULTY & STAFF**

# Accessing Remote Desktop

**Step 1:** Get the desktop computer name

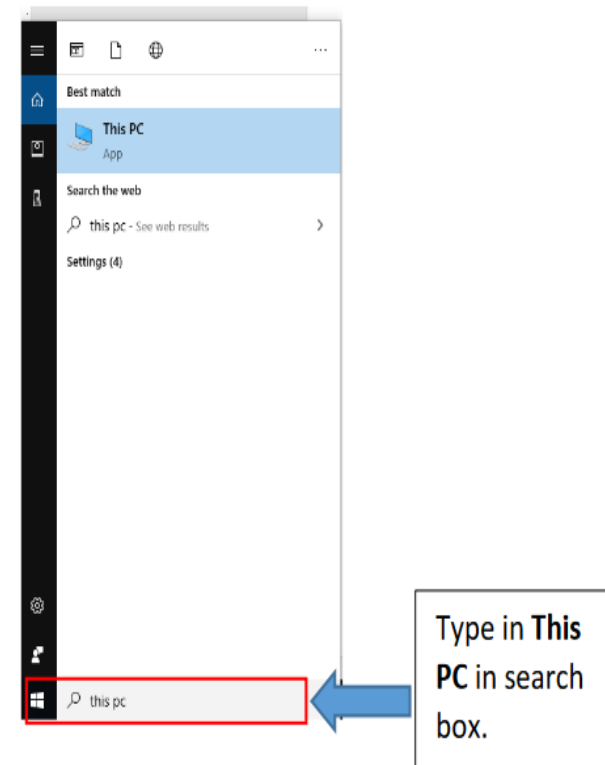
- To access your computer name click on **This PC** icon
- This can be on your desktop or you can type **This PC** in search box

Desktop:



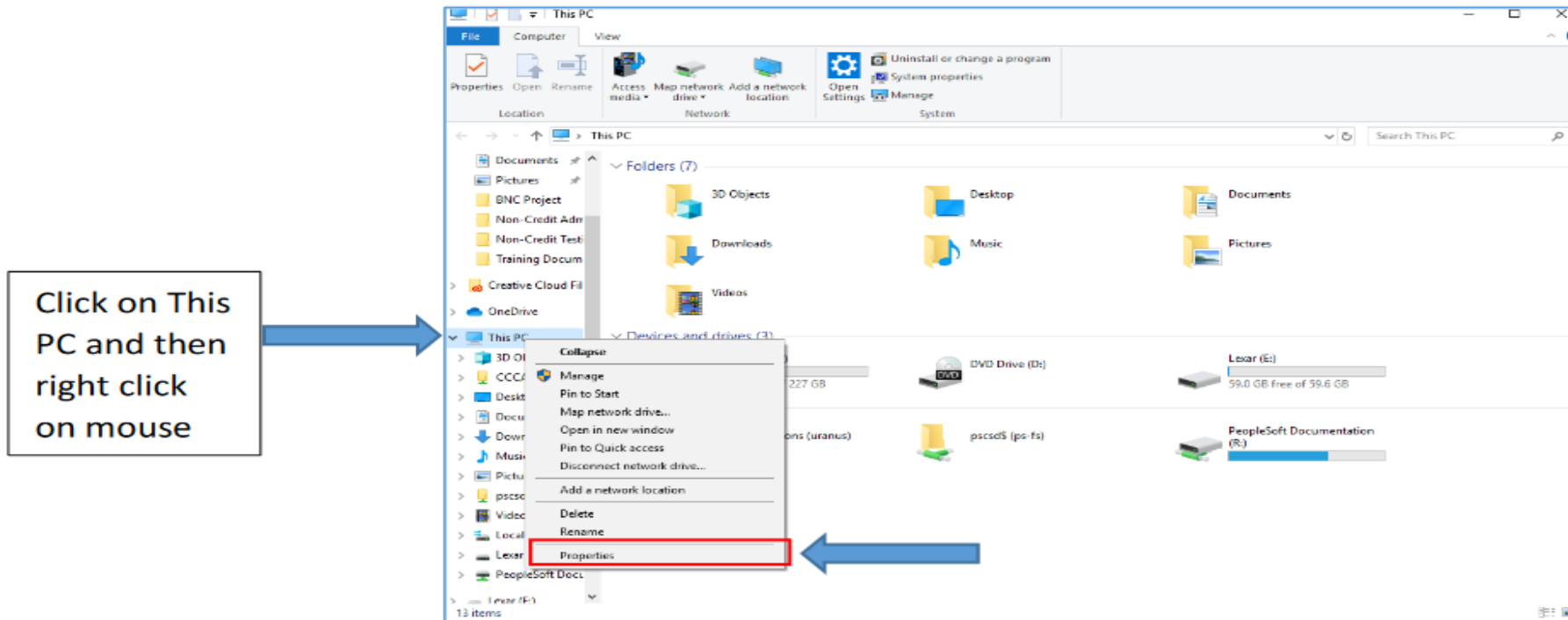
OR

Search Box:



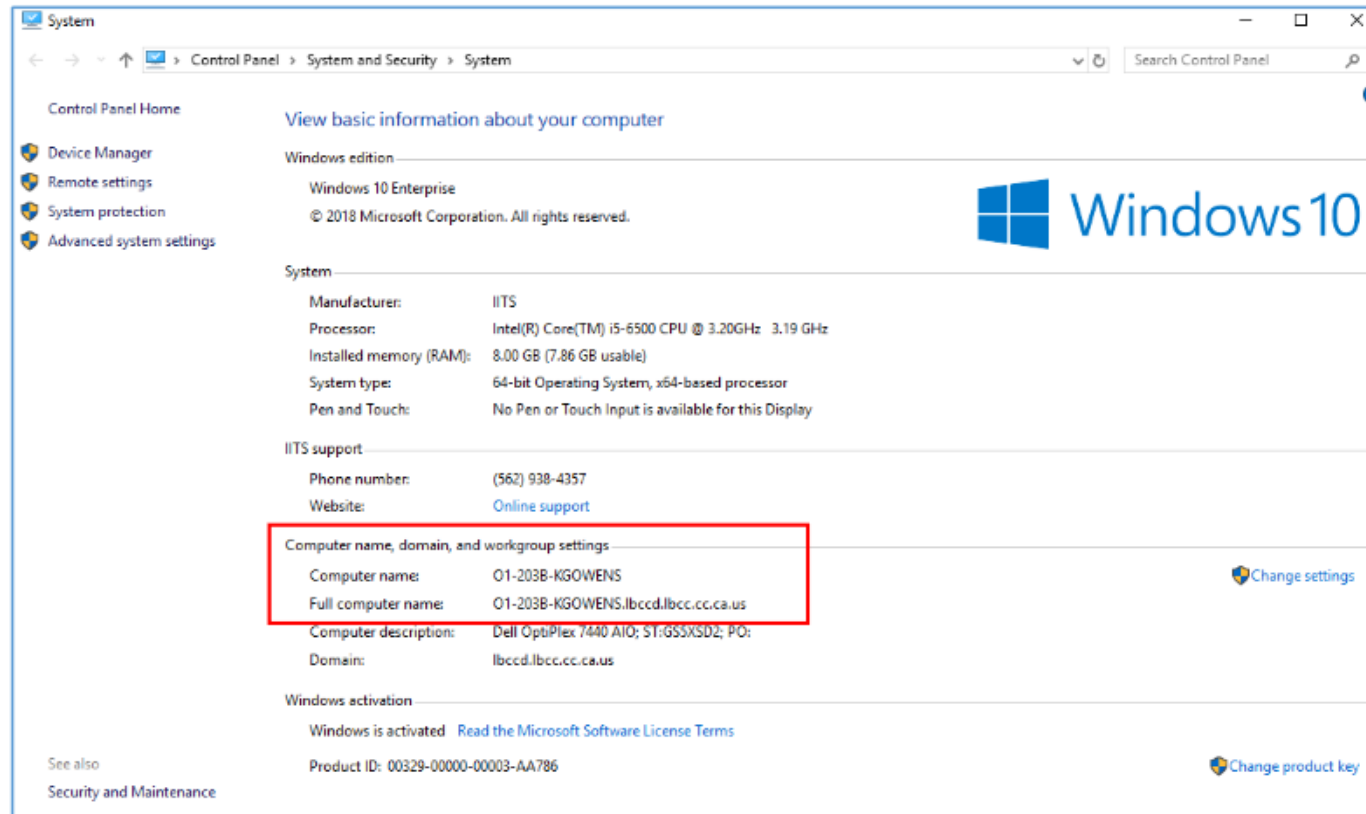
# Accessing Remote Desktop

Select This PC, then Right click mouse, and select Properties



# Accessing Remote Desktop

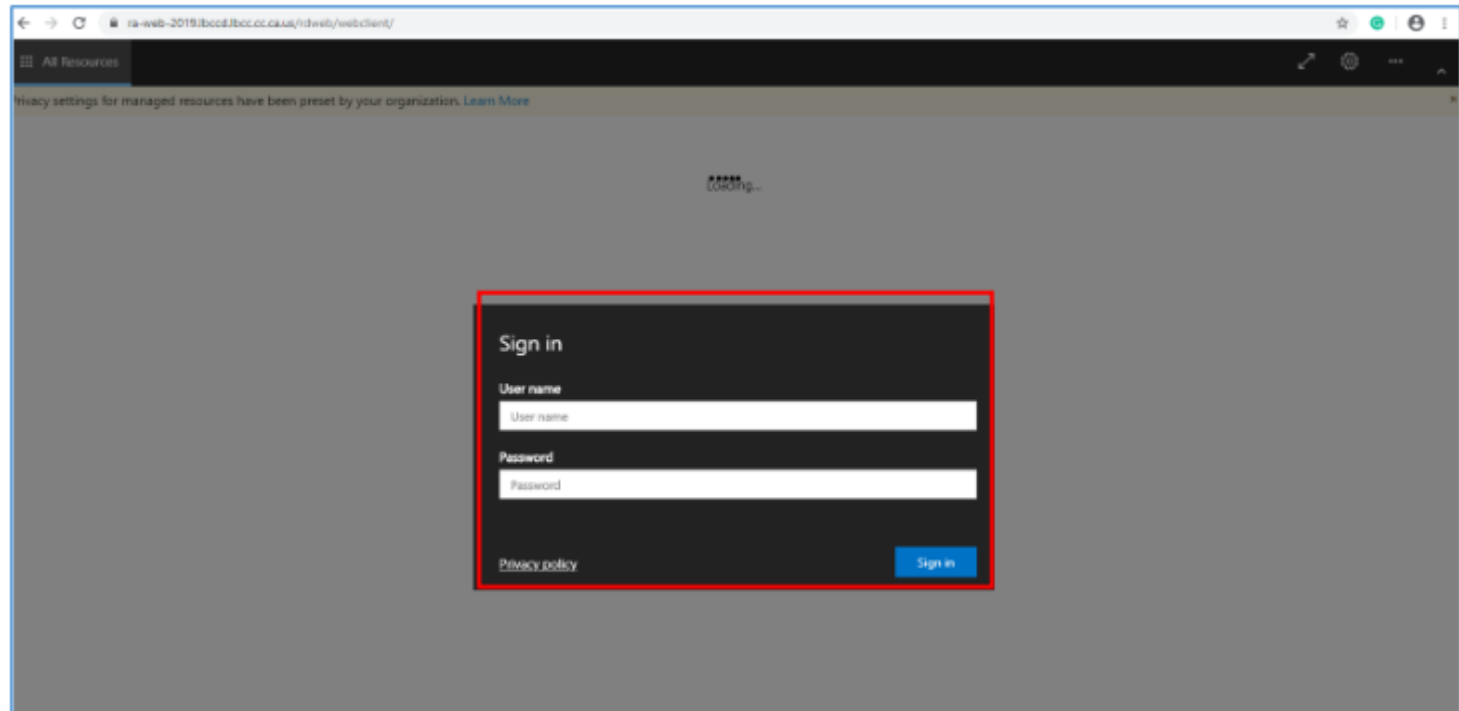
Write down computer both Computer name and Full computer name



# Accessing Remote Desktop

**Step 2:** Go to website  
 rapps.lbcc.edu

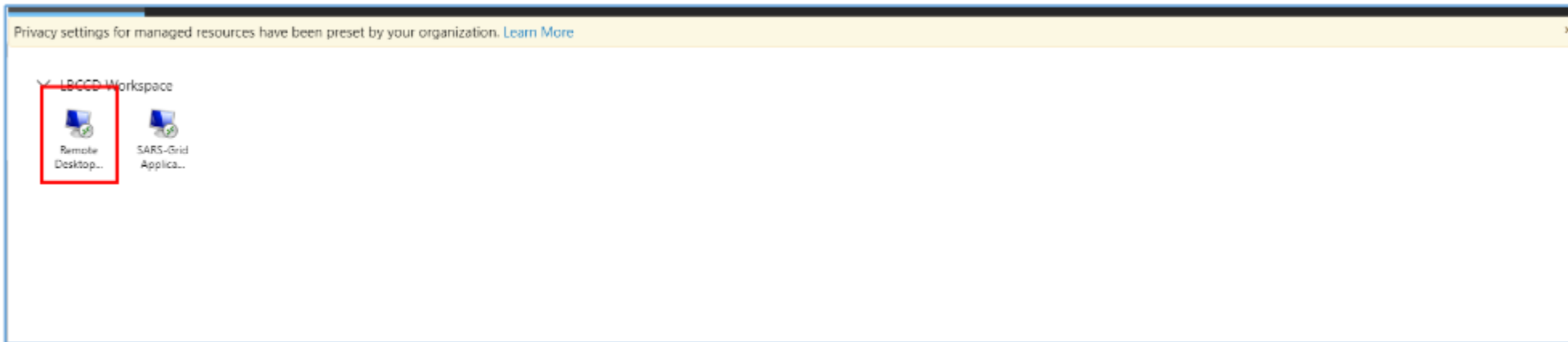
- User name= Employee ID
- Password= Password you use to sign into your desktop
- Press Sign In



# Accessing Remote Desktop

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Step 3: Click Remote Desktop

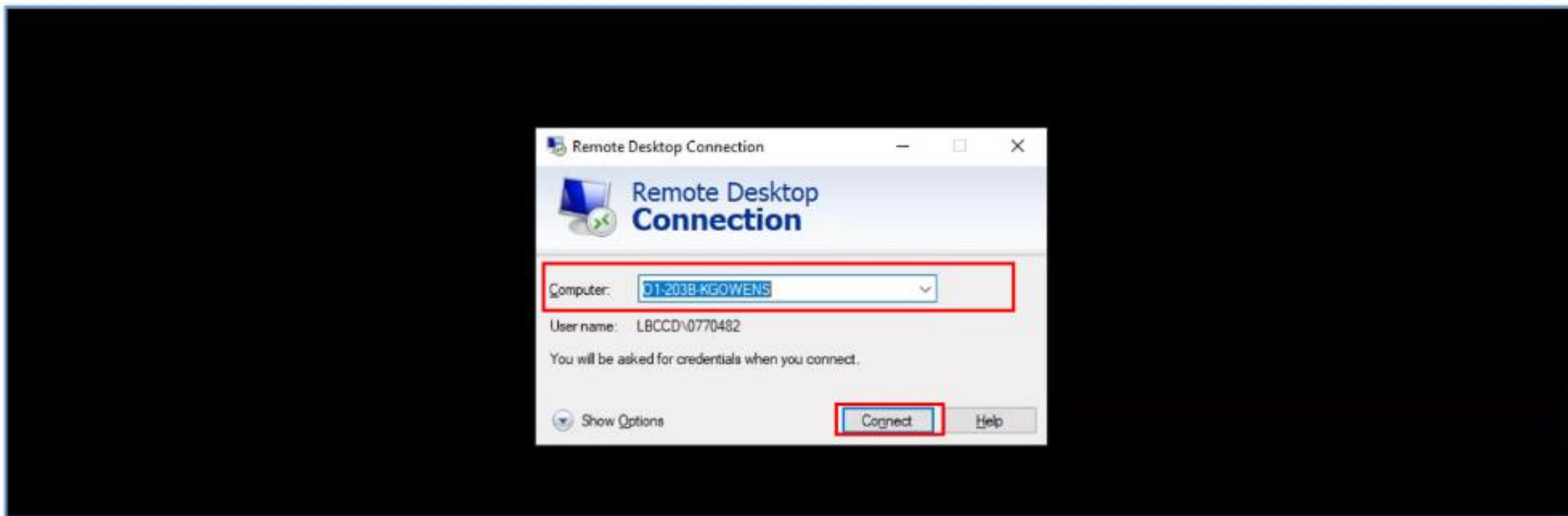


# Accessing Remote Desktop

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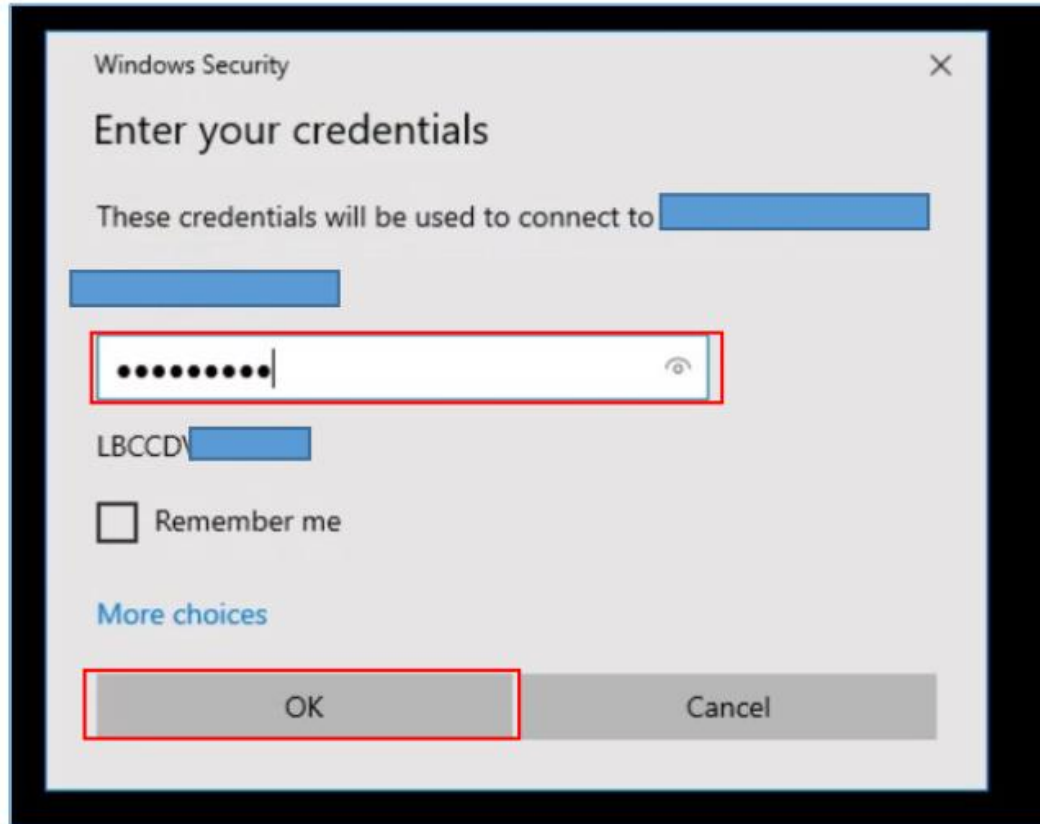
**Step 4:** Type in Computer name and press Connect

- If computer name doesn't work, try Full computer name



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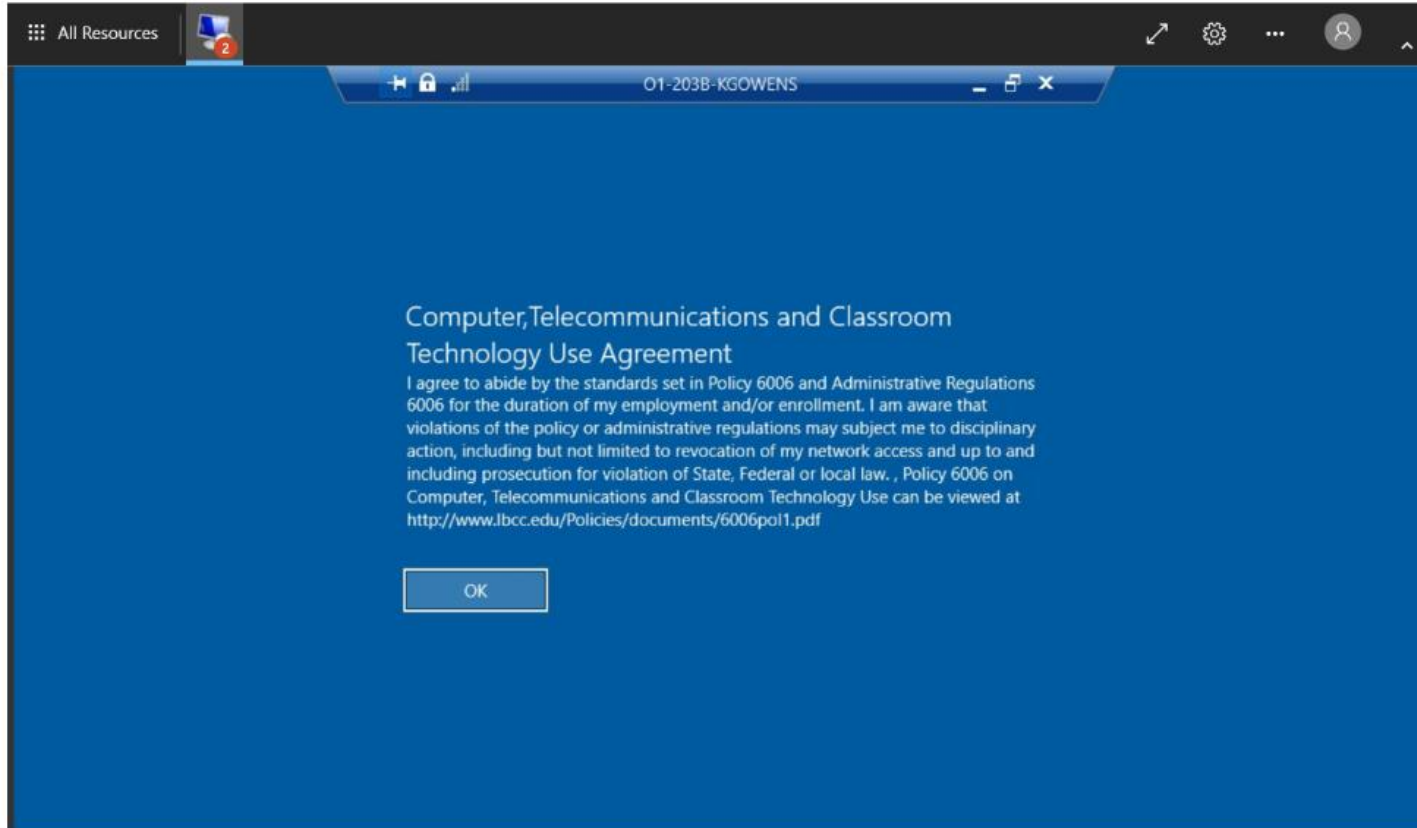
Step 5: Type in your Passw





# Accessing Remote Desktop

If you successful  
desktop.



o see your work

If you would like help with the process, or have any other LBCC Technology questions, feel free to contact the IITS Faculty & Staff Help Desk!

- Phone: (562) 938-4357
- Email: [helpdesk@lbcc.edu](mailto:helpdesk@lbcc.edu)
- In-Person: Check out our schedule online at [www.lbcc.edu/iits](http://www.lbcc.edu/iits)