Connecting to WUAPPS on a Campus Mac Computer

1. At Finder, click the Go menu and select Applications

2. In the Applications Window, open Microsoft Remote Desktop

3. When the application appears, click New
4. Please fill in the information as shown below

A. **Connection Name**: WUAPPS
B. **PC Name**: wuapps.washburn.edu
C. **Gateway**: No gateway configured
D. **User name**: your Washburn email address (ex: first.last@washburn.edu)
E. **Password**: Your WUAD password (your email password)
F. **Resolution**: Must be set to 1024x768, in order to keep the window fully visible
G. **Colors**: Highest Quality (32 bit)
H. **Full screen mode**: OS X native
I. **Ensure that all 3 checkboxes at the bottom are unchecked**
   - Start Session in full screen – unchecked
   - Scale Content – unchecked
   - Use all monitors – unchecked

5. Click the **red dot** in the Edit Remote Desktop window to save the changes
6. **Then, double click** the connection named **WUAPPS**

7. You should be presented with the **Windows login**, enter your **Washburn email address** and **password**.

8. If you have signed up for Duo Security, you will receive a Duo notification indicating a push request was sent to your device. **Approve the request on the device to continue.**

9. Messages will appear to show your profile is being loaded and applied. After they disappear, you are in **WUAPPS**.

10. While you are in WUAPPS, you will see a bar at the top of your screen.
11. When you are ready to leave WUAPPS, **double-click the Log Off icon** on the desktop.