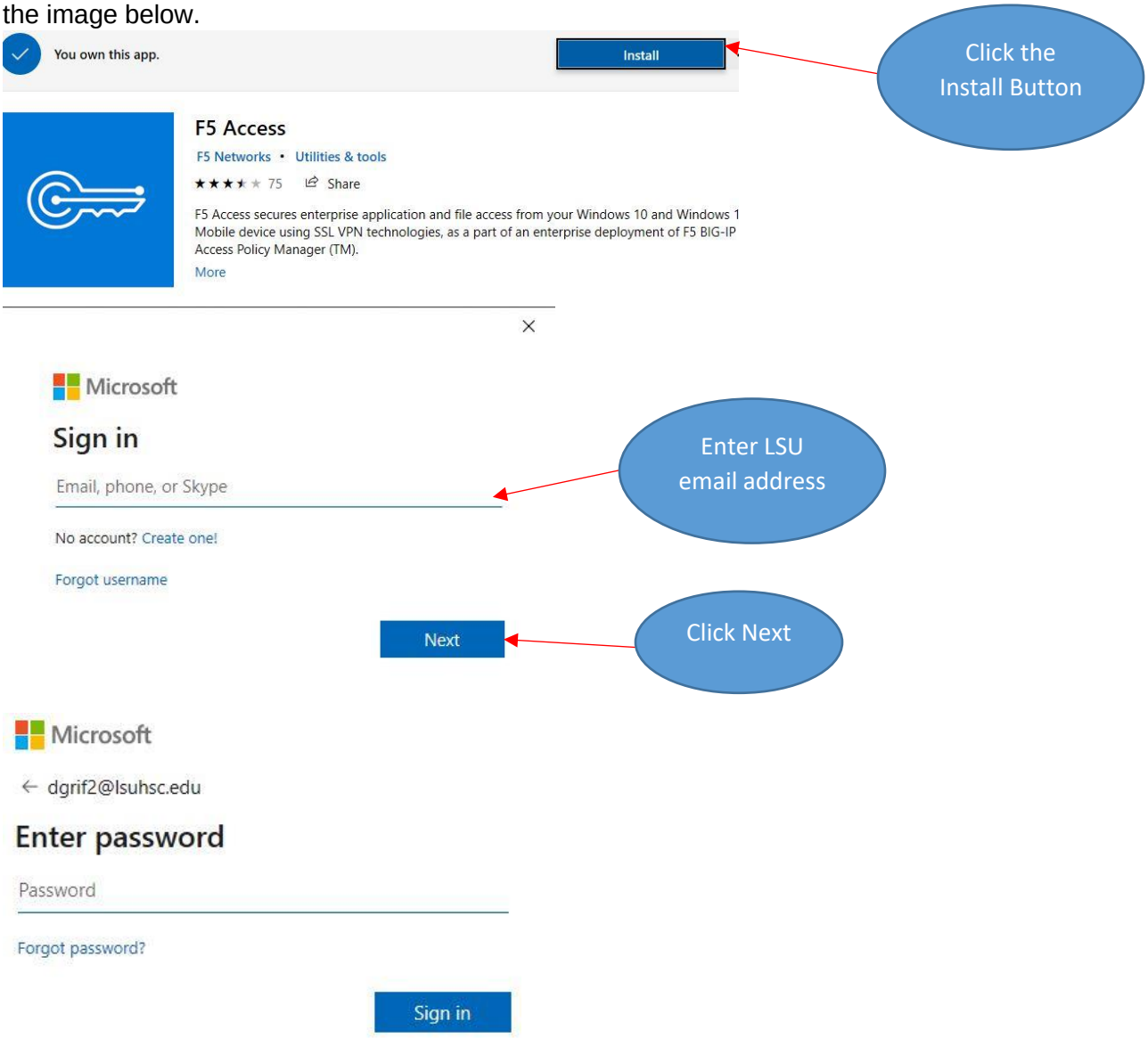
How to Setup Remote Desktop

VPN Setup

Click the little shopping bag icon  in your taskbar which should open the Microsoft Store.

Use the search icon in the upper right corner and search for “F5 Access” which should bring up the image below.



If it does not work just cancel it and the download should start

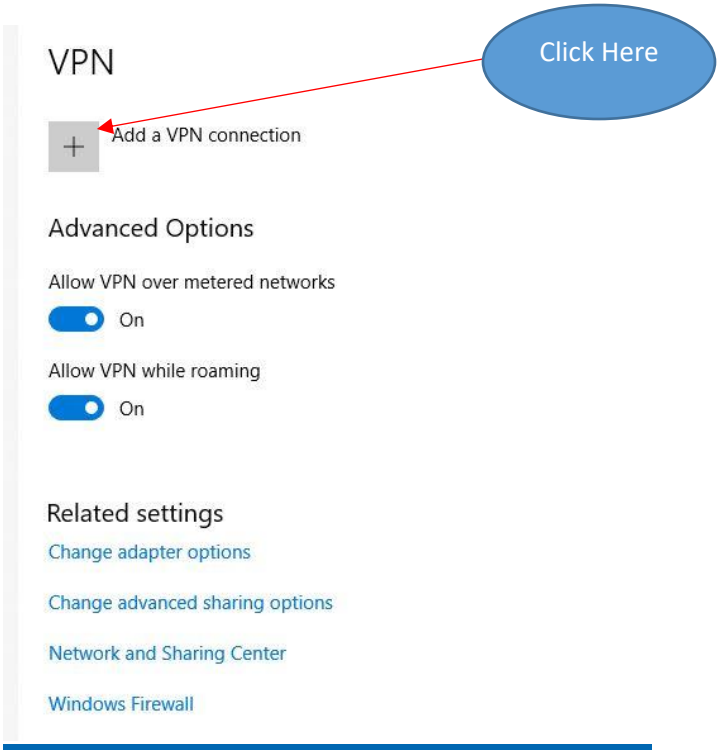
Go to your start menu and look for the application F5 Access and click it to open

F5 Access

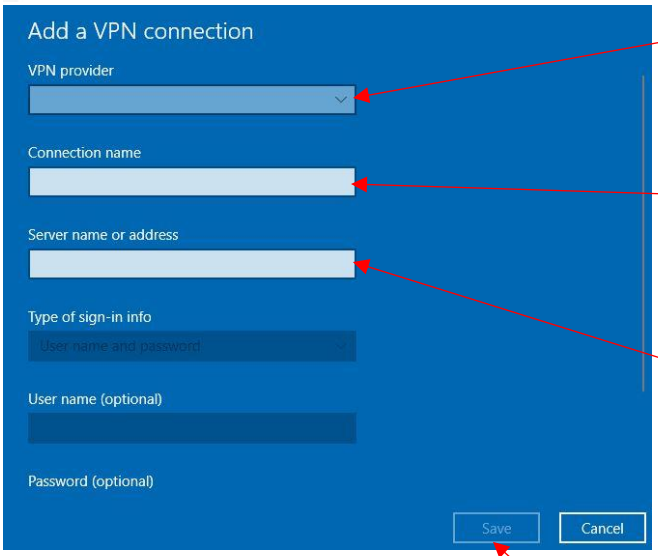
Version: 1.3.0.0 (Build: 71.0)

Manage VPN Connections

Click Here



Click Here

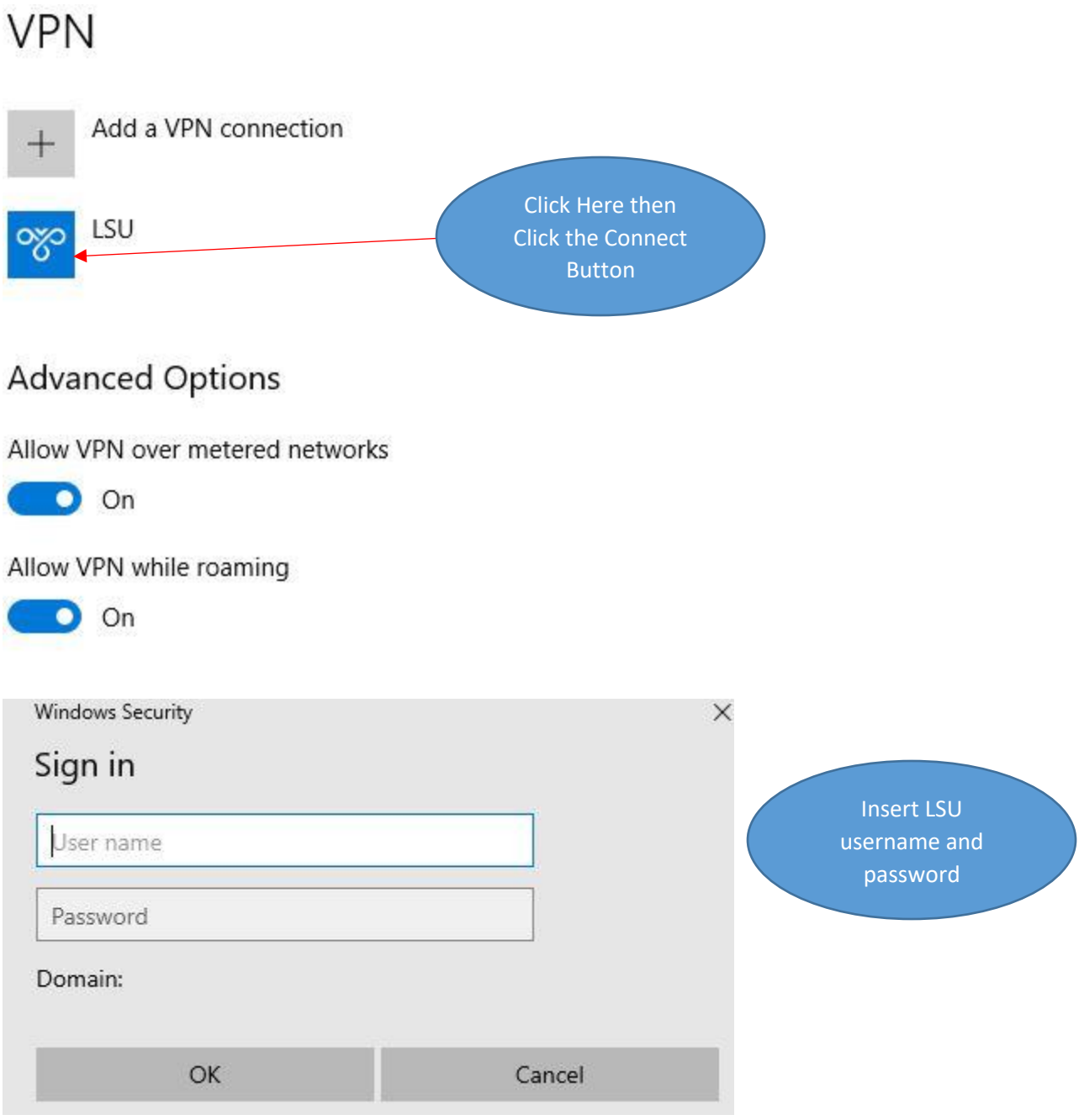


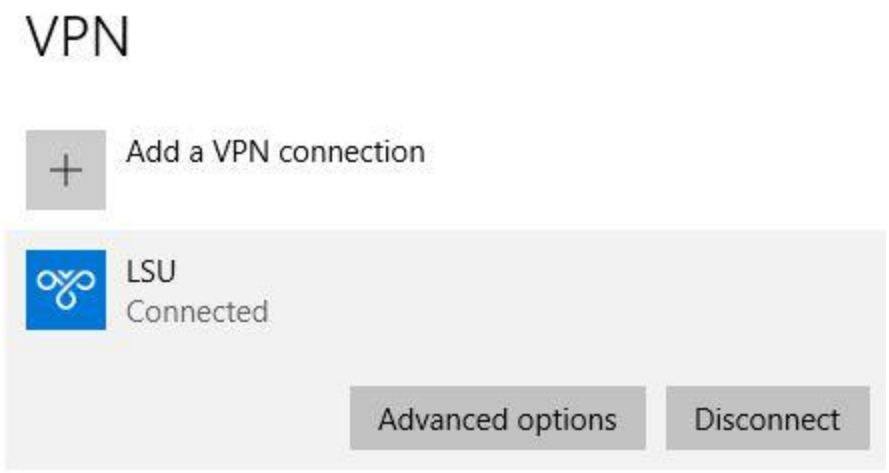
Select “F5 Access”

Type “LSU”

Type “portal.lsuhscshreveport.edu”

Click Here


VPN
Add a VPN connection
LSU
Click Here then Click the Connect Button
Advanced Options
Allow VPN over metered networks
On
Allow VPN while roaming
On
Windows Security
Sign in
User name
Password
Domain:
OK
Cancel
Insert LSU username and password



Remote Desktop Part

1) Once connected to VPN go down to the search bar at the bottom and type "Remote Desktop Connection" and click it when you see it. **If you do not see this bar open your start menu and start typing. Type the above information**
2) Type in the name of your computer here at work. If you do not know the name of the computer it can be found (If you are using Windows 7 and your start icon in the lower left hand corner is blue with a colorful window then click the start button > computer > system properties at the top. If the start button is white with the grey or black background, you have Windows 10. So then right-click on it and left-click system)

Once your computer name has been typed in place simply hit, connect, and you will be prompted for your LSU username (lsumc-master\your username) and password again. When you input this information, you will get a popup box. Simply hit ok and you will be inside of your computer.

Links:
People Soft: https://storefront.lsuhsc.edu

O2 Epic: ohslink.ochsner.org

LSU Password Reset – www.lsuhsc.edu/changepassword for Ochsner contact their IT 318-626-4357

Logging Into the loaner PC –

The password taped inside the PC for logging into the LSUHSC Employee account is the same password for the Encryption Screen (It's blue with a long white bar from left to right)

In the unlikely event that you have to install programs on your loaner. When the window opens for the password for the credentials type the following below:

Username: .\LSUHSC Employee
Password: the password is taped on the laptop

Do not shut down your work PC after use leave it up and running. When you are finished working there is a blue/grey bar in the center of your screen at the top. Hit the X in that bar to exit out of your desktop.