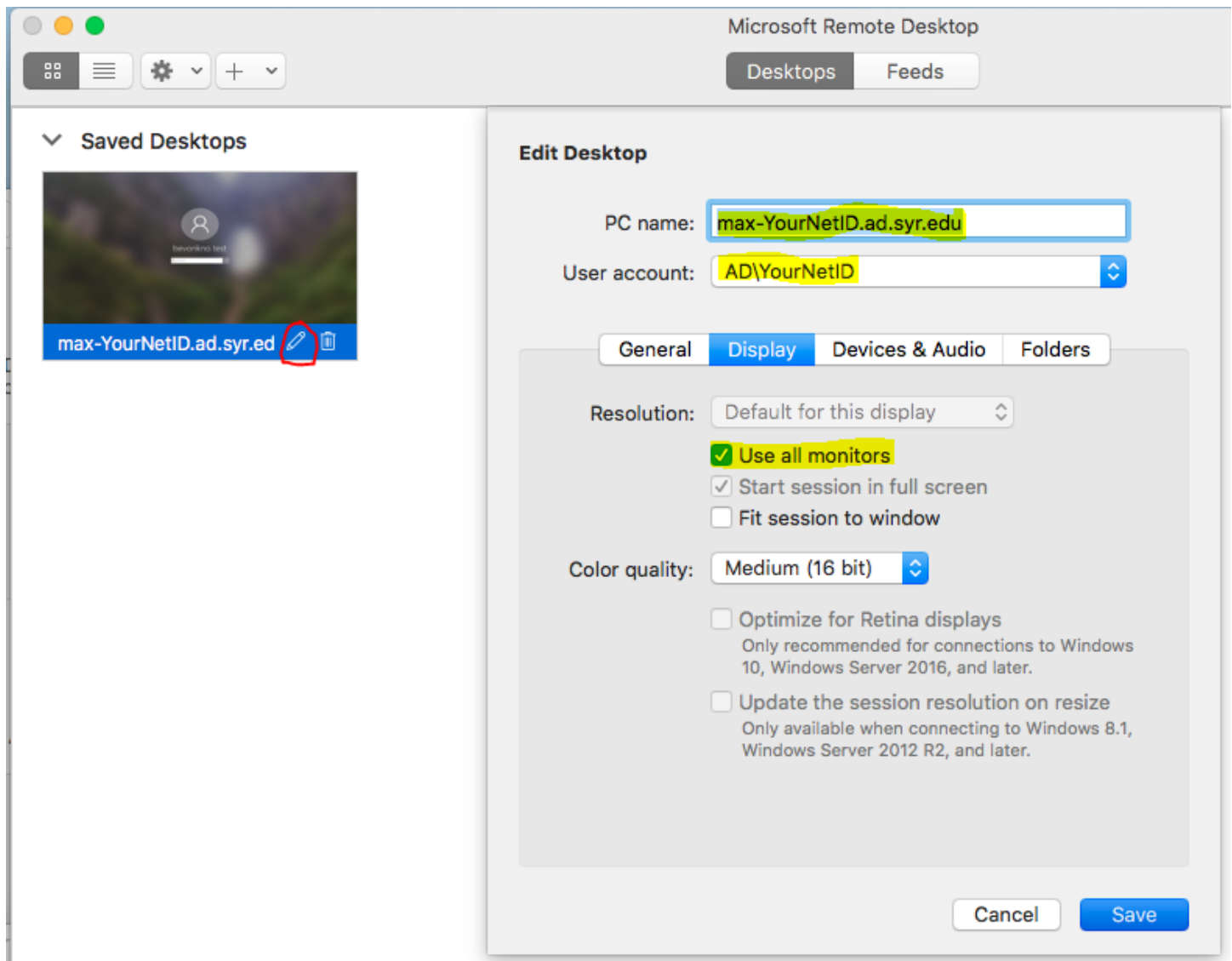


Remote Desktop Tips and Tricks

Using remote desktop with dual monitors

In order to use both of your home computer's monitors with Remote Desktop, you'll need to change a setting in the Microsoft Remote Desktop client's settings.

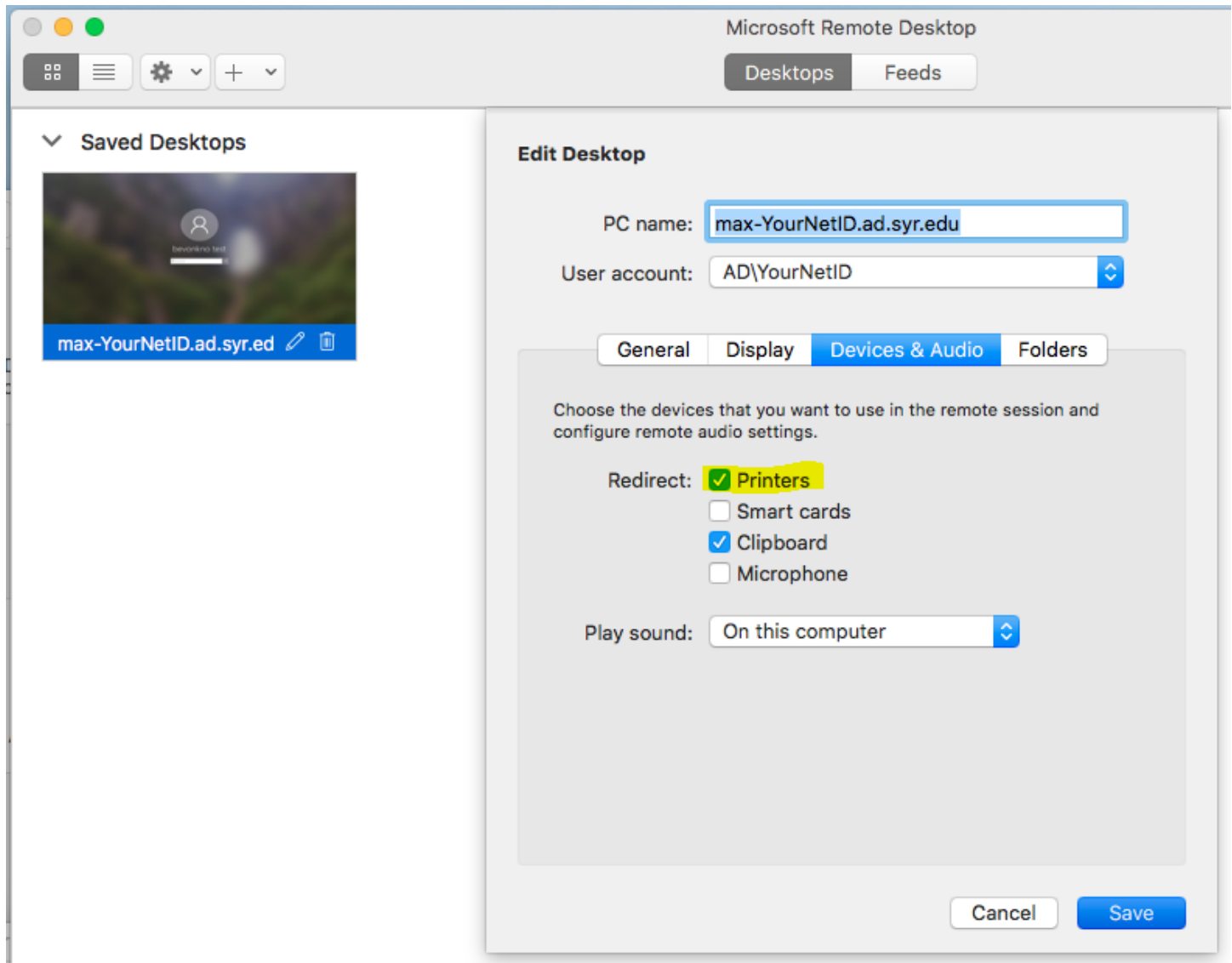
Before proceeding, close out of any currently open remote desktop sessions. Next, click the little pencil icon in your Remote Desktop app's "Saved Desktops" section. From there, click on the Display tab and check the box that says "Use all monitors." Click Save, then connect to your remote desktop session and it will now use all your monitors.



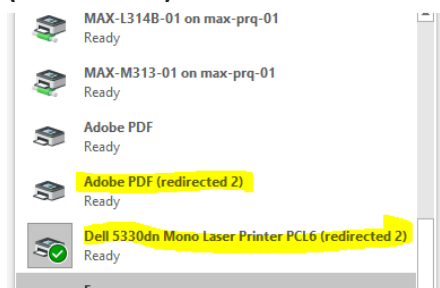
Printing to a home printer from a Remote Desktop session

In order to use your home computer's printer(s) with Remote Desktop, you'll need to change a setting in the Microsoft Remote Desktop client's settings.

Before proceeding, close out of any currently open remote desktop sessions. Next, click the **little pencil icon** in your Remote Desktop app's "Saved Desktops" section. From there, click the **"Devices and Audio"** tab and check the **Printers** box in the **Redirect** subsection.



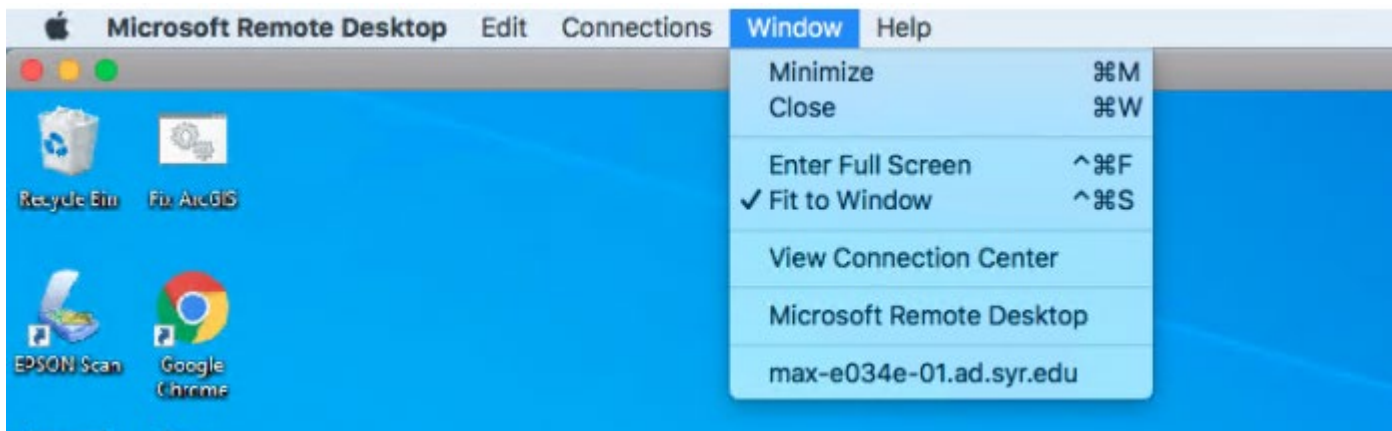
Click Save, then connect to your remote desktop session. When you log back in and go to your printers list, you should be able to see any of your home printers that your home computer is connected to, it should have a **(redirected)** or **(redirected 2)** after it:



Putting your Remote Desktop session in a window for use with Teams, Zoom, etc.

This is for people who wish to share their Remote Desktop screen over a Teams or Zoom meeting. This can also be done to easily toggle between an open Remote Desktop session and any other application running on your home computer such as Skype, Teams, or a web browser.

To set remote desktop to be a window on a **Mac**, put your mouse to the top of the screen until you see your mac menu bar appear, then go to Window > Fit to window.



Once you have your Remote Desktop session in a window, then start your Zoom/Teams/BlackBoard session and you should be able to share it like you would any other app on your system.