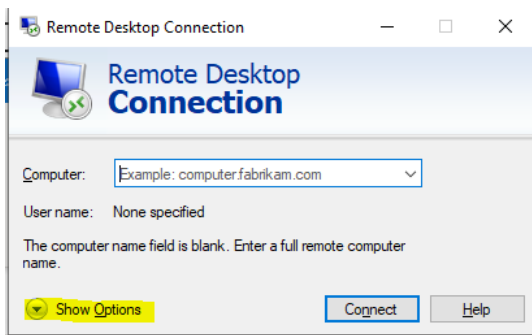# Remote Desktop Tips and Tricks

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.
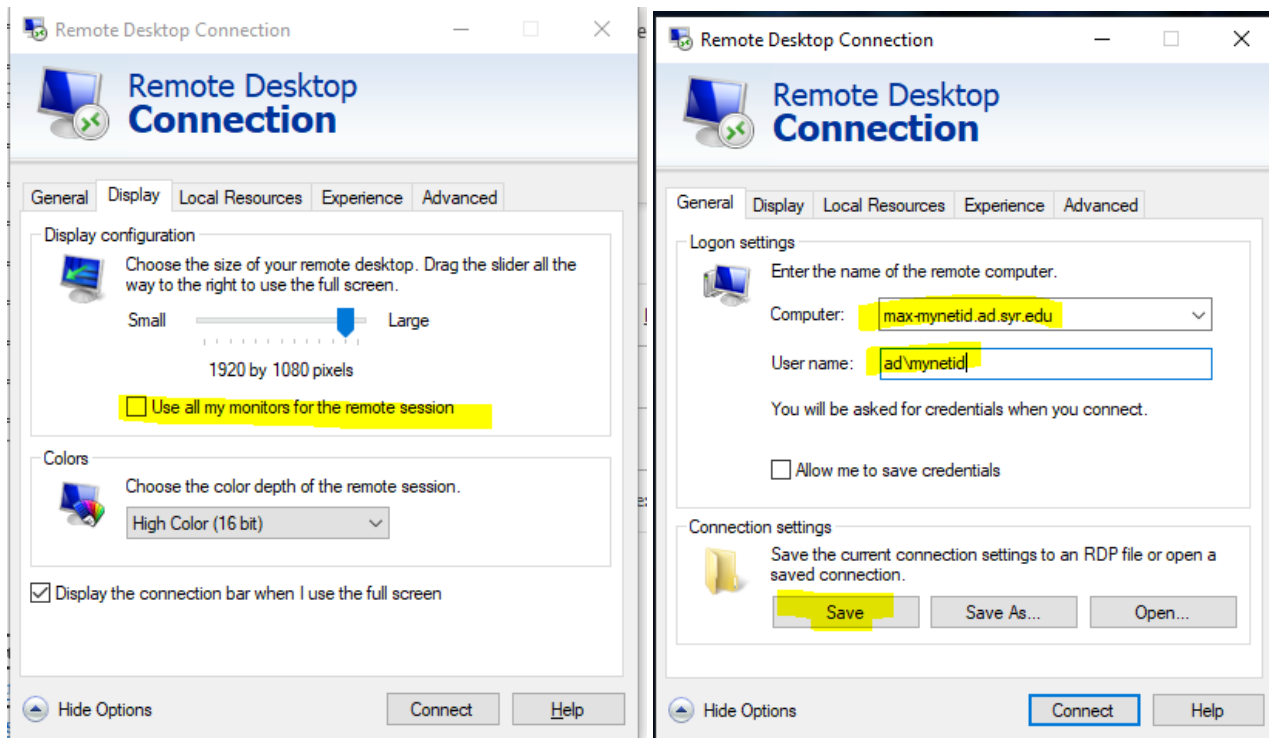
Before proceeding, close out of any currently open remote desktop sessions.

Once connected to SURA, instead of connecting using the remote desktop option in SURA, go to the Windows Start button ⊞ > **Windows accessories** > **Remote Desktop Connection** and double click on it to load it.

Once loaded, copy in your computer name (*max-YourNetID.ad.syr.edu*) and then click on the "Show Options" button.

From there, click the **Display** tab and then **check** the "**Use all my monitors…**" box. <u>Do not</u> click on Connect yet.
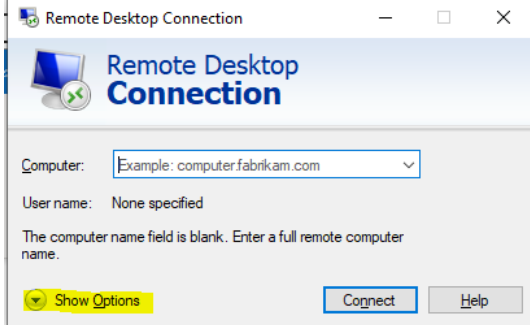
To retain this setting, click on the **General** tab, then **click the Save button** before you connect. From now on, if you want to use both monitors, you will need to load Remote Desktop independently of SURA so I recommend pinning the remote desktop application to your task bar for easier access in the future. Now you can go ahead and click the **Connect** button.
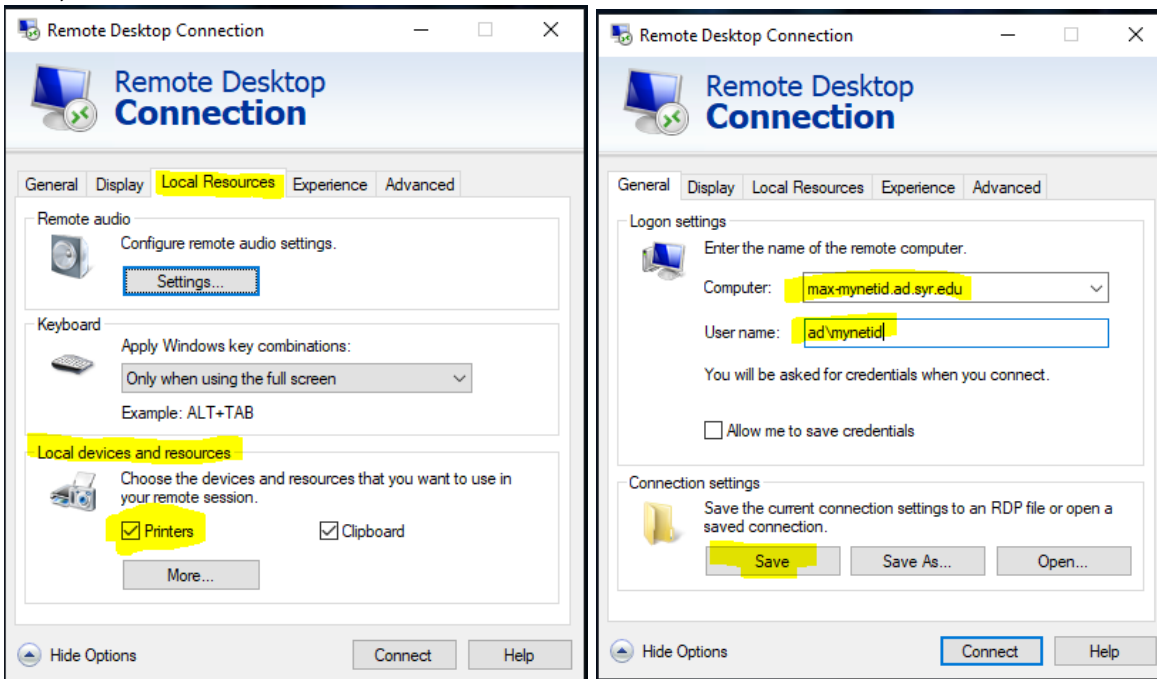
Printing to a home printer from a Remote Desktop session

Before proceeding, close out of any currently open remote desktop sessions.

Next, you'll need to load the Remote Desktop client directly rather than through SURA. You can do this by going to the Windows Start button ⊞ > **Windows accessories** > **Remote Desktop Connection** and double click on it to load it. Once loaded, click on the "Show options" button.
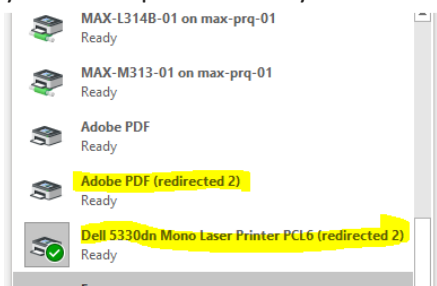

Next, click on the "Local Resources" tab and make sure the Printers box is checked under "Local devices and resources."

To retain this setting, click on the **General** tab, then **click the Save button** before you connect. From now on, if you want to use your home printer, you will need to load Remote Desktop independently of SURA so I recommend pinning the remote desktop application to your task bar for easier access in the future. Now you can go ahead and click the **Connect** button.
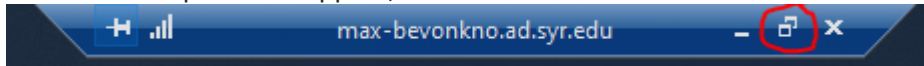
When you log back in to your remote desktop session and go to your printers list, you should be able to see any of your home printers that your home computer is connected to, it should have a **(redirected)** or **(redirected 2)** after it:

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. **TIP:** Hold down the ALT key while tapping the TAB key on your keyboard to cycle through your open windows.

To set your Remote Desktop session to be a window, bring your mouse to the top of the screen until you see your Remote Desktop title bar appear, then click on the window button.

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.