

The steps below will show you how to link your home computer to the documents and programs you use at school. This will allow you to do your homework at home and show your parents/carers the work you have completed at school.

## Macs (ipads, iphones etc)

Setting up the app (You only need to do this once then the apps will be listed under Remote Resources)

- 1. Download the 'Microsoft Remote Desktop' app which is available free from the apple app store.
- 2. Open the app, click on Workspaces
- 3. Click on the plsu button on the top right of your screen and then 'add workspace'
- 4. Enter the following URL: <u>https://remote.lpgs.bromley.sch.uk</u>
- 5. Your screen should look like the screenshot to the right
- 6. Press 'Next' in the top right of the screen
- 7. Enter your username when prompted

NOTE: the username must start with Ipgs \ | Ipgs \A03456

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## STEP TWO: Accessing your resources

Every time you open the app you will see a list of available programs listed under the heading: **Remote Resources**. Click on any of these to open. You may get a security message, press continue to proceed.

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