HOW TO SET UP REMOTE CONNECTION TO LMCF workstations with Screenconnect

Enter: https://remote.oit.duke.edu/ in your browser. Microsoft Edge, Firefox or Safari are preferred (Chrome will work, but some icons display differently) (Lisa uses Chrome fine, though)

Click on “Login” in the upper right corner of the page – circled in red in screenshot below

(You do NOT need to “Join” options)
The first time that you start using Screen connect on a computer, you will need to download and install the “ConnectWise” client for connection. It will look like this: (on a PC)

Once this is installed, you will not need to do this again and can proceed to the next step to login with your Duke netID and password:
This screen will come up – IMPORTANT – Choose “Connect with Duke Shibboleth”

You will be redirected to this page. Login with your netID and Duke password and use Duo authentication.
This screen will come up with a list of the LMCF workstations (and any other computer that you have remote access to):

Chose the appropriate computer and click on JOIN

MAKE SURE YOU ARE CONNECTING TO THE COMPUTER THAT YOU RESERVED

This page may appear asking to use the ScreenConnect Client (it may look different on a Mac or different browser). Choose “Open ScreenConnect Client”
Make sure you pick the correct computer and have signed up for the proper computer in our Core Research @ Duke calendar. (we apologize, but the names are not the same in both places) Here is a list:

<table>
<thead>
<tr>
<th>Test system</th>
<th></th>
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</thead>
<tbody>
<tr>
<td><strong>Image analysis workstation: DeltaVision offline - FFSC</strong></td>
<td><strong>in-person only</strong></td>
</tr>
<tr>
<td><strong>Image analysis workstation: Windows system - FFSC</strong></td>
<td><strong>LMCF-FFSC64WS</strong></td>
</tr>
<tr>
<td><strong>Image analysis workstation: Windows system - Nan Duke</strong></td>
<td><strong>LMCF-NDWS2</strong></td>
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<tr>
<td><strong>Image analysis workstation: Windows system 1 - MSRB3</strong></td>
<td><strong>in-person only</strong></td>
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<tr>
<td><strong>Image analysis workstation: Windows system 1 - LSRC</strong></td>
<td><strong>LMCF-LSRCWS-T76</strong></td>
</tr>
<tr>
<td><strong>Image analysis workstation: Windows system 2 - LSRC</strong></td>
<td><strong>BIO-LMCFPOGO</strong></td>
</tr>
<tr>
<td><strong>Image analysis workstation: Zeiss lightsheet swap system - Nan Duke</strong></td>
<td><strong>ask</strong></td>
</tr>
<tr>
<td><strong>Image analysis workstation: Windows system - Nan Duke2</strong></td>
<td><strong>BIO-LMCF-POGO</strong></td>
</tr>
</tbody>
</table>
Then a new window will open which will show the remote computer monitor of the remote LMCF computer that you chose to connect to: (this is view using a PC)

Click on the screen and login.

Please use LMCFuser as the username for NanDuke (1) (LMCF-NDWS2) and French (FFSC) workstation LMCF-FFSC64WS and any other workstation that you have been logging in with LMCFuser.

Username for Windows: LMCF-FFSC64WS\LMCFuser

Or: \LMCFuser password: 405PXL488

Once you have logged in, you will be controlling the remote computer:

Working within this window, you will be controlling the remote LMCF computer.
NOTE: IF you login and find the window above show the computer desktop already open, please double check and see what Windows user is logged in – you may have found someone else’s login if they left their session logged in. IF you do work in someone else’s login you will not be able to get back to it again because it will be saved in their Windows user space.

It is fine to use the Windows Login of LMCFuser.

Please make sure to only save data temporarily on the DATA drives (could be D:, E: or G:).

(Ask for help)

**DO NOT save anything on the Desktop or on the C:drive – it will be deleted;** extra files on the C:drive compromise the performance of Imaris and other programs.

**TRANSFERRING FILES:**

Please try to connect the LMCF computer to your lab server share via map network drive or use your Duke Box or Dropbox to move data to the LMCF computer temporarily to work on the files. If you need to use Screen Connect to move your files, please be careful, as it will put your files on the C:drive at first. Then you must move them immediately to a DATA drive – check the LMCF computer that you are working on – the Data drive may be the D: drive or the E:drive or the G:drive. Please label your files within a labeled folder. If we find unidentified files on the desktop or other areas of the Cdrive and we need space, we will delete them.

You may leave your files and any results on the LMCF computer while you are working on them; once you have finished, you must remove your files so we can have space for others. The files that you have on the LMCF workstation should be a copy (and you have at least one more copy somewhere else).

To transfer files within Screen connect, please look for “Send Files” in the menu for the window with the LMCF workstation. The default destination on the remote computer is on C: drive in ‘Documents’à ‘ScreenConnect’à Files’. Please look for your files there and move them to the DATA drive available on the LMCF workstation immediately. Thank you.

*When you are finished,* you need to exit any software you were using. Make sure your files are not saved on the C:drive nor on the desktop, but only on DATA drives (they are different letter drives on our different LMCF workstations).

Then you must **SIGN OUT** of Windows.
DO NOT SLEEP and DO NOT SHUTDOWN because the computer will not be available to the next person and will require that someone go to the computer in-person and restart it.

Click on the Windows symbol, then the logged in Windows user (circled) above and then click on SIGN OUT
Example Windows login:

netID requires win\netID or dhe\netID (ask us if you have any problems)