March 19, 2020

Connecting to the Division of Finance and Operations Remote Terminal Service
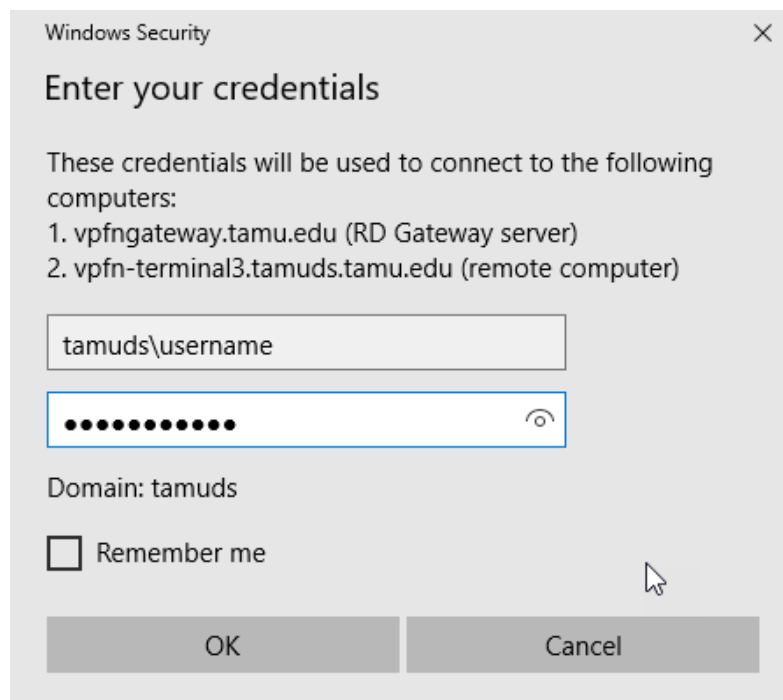
How to connect to the Terminal Service from a remote computer:

Information:
This is a Server hosted desktop environment that Division of Finance and Operations employees can use to access basic Division services. This connection accesses your own virtual desktop environment on a server where you can access your shared (H: and J:) drives, email, and basic connectivity functions like FAMIS and BPP.

Procedure:
1. Open a web browser and go the following link: https://financeits.tamu.edu/resources
2. Under Remote Connections – Click the underlined link "Remote Terminal Service"
3. A dialog box will appear asking if you want to save or open the file, choose 'Open'
4. When the Remote Desktop Connection dialog box appears, click 'Connect'
5. You will be prompted to enter your log on credentials. When doing so, be sure to enter the domain name as in the example. **tamuds\username**

Windows Security   ✕

Enter your credentials

These credentials will be used to connect to the following computers:
1. vpfngateway.tamu.edu (RD Gateway server)
2. vpfn-terminal3.tamuds.tamu.edu (remote computer)

tamuds\username

●●●●●●●●●●●

Domain: tamuds

☐ Remember me

OK   Cancel

6. Once you have logged on, you will see a Windows desktop environment. This is your individual computing environment. From here, you can access your Network Drives, Email, and additional Applications that have been installed. **Note:** This is not your office desktop but is a shared resource to be used in case your desktop is not available. Save your working files on the Network Drives, not on the C: drive.