

## What is Virtual Desktop?

The TAFE NSW Virtual Desktop service allows you to use specific TAFE NSW software on your own laptop.

## Accessing your Virtual Desktop

To access your Virtual Desktop, you'll need to be currently enrolled at TAFE NSW, have your email address, username and password, and a device running macOS (10.10 or later). You can then either logon to the Student Portal and look for the link to the TAFE Virtual Desktop, or download the app.

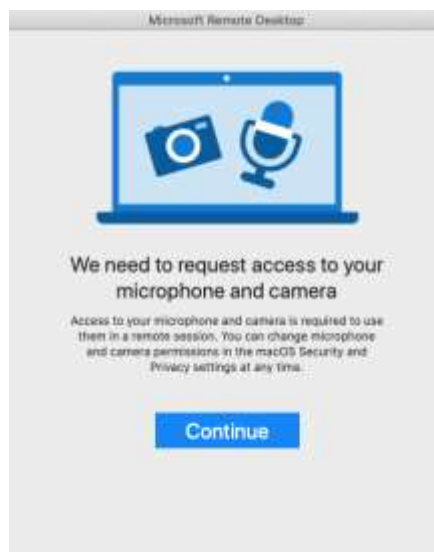
## To download the app

Step	Screenshot
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1. Search for **Microsoft Remote Desktop** on the app store of your device

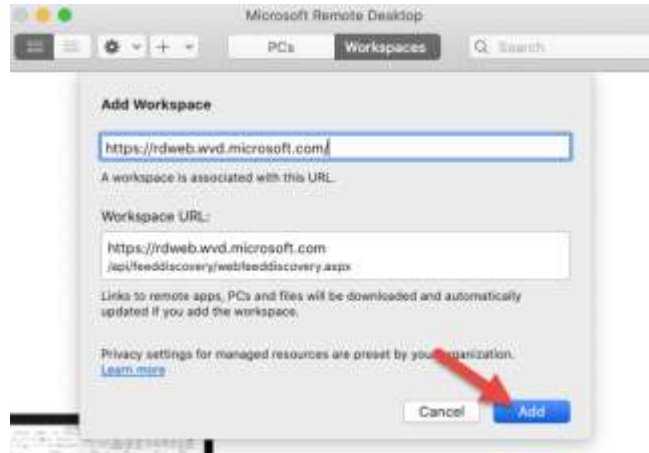


2. Follow the **access prompts**



Step	Screenshot
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3. Click **workspaces**, enter the following URL (<https://rdweb.wvd.microsoft.com/>) into the text box and click **add**

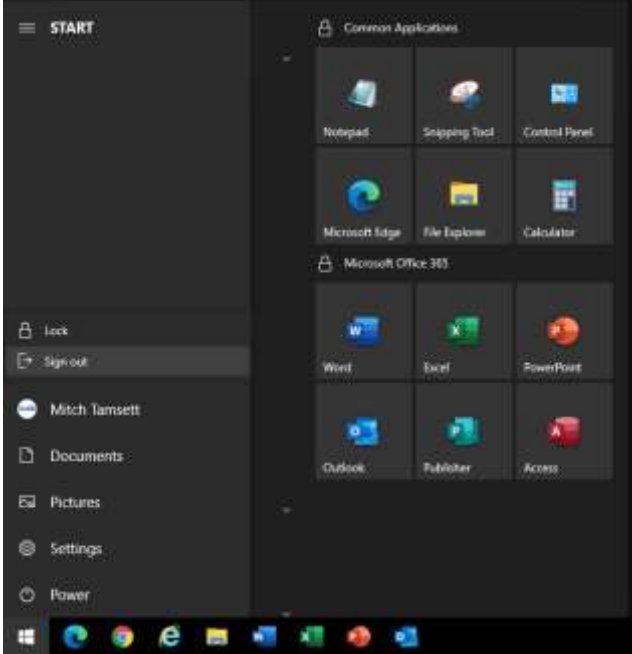


4. Enter your TAFE NSW **email address** and click **next**. You will then be prompted for your **username and password**.



5. Double click the **TAFE Student Desktop icon** and then enter your **password**. The Virtual Desktop should now open.



Step	Screenshot
<p>6. Remember to <b>sign out</b> when you are finished in the Virtual Desktop. Open the <b>start menu</b> in the bottom left corner of your screen, click on profile icon and click <b>sign out</b>.</p>	 <p>The screenshot shows the Windows Start menu interface. On the left side, there is a vertical menu with options: Lock, Sign out, Mitch Tamsett (profile icon), Documents, Pictures, Settings, and Power. The 'Sign out' option is highlighted. On the right side, there are two sections of application tiles: 'Common Applications' (Notepad, Snipping Tool, Control Panel, Microsoft Edge, File Explorer, Calculator) and 'Microsoft Office 365' (Word, Excel, PowerPoint, Outlook, Publisher, Access). The taskbar at the bottom shows several application icons.</p>

### Important information

As stated in the [acceptable use of information technology guideline](#), students should never knowingly import or download unlicensed or unauthorised software on TAFE NSW information assets and digital services

### For more information

The [TAFE NSW internet](#) has many checklists and guides that can help you with other technical issues, such as accessing your [student and learner portal](#), [installing office](#) or navigating your [TAFE NSW Office 365 account](#).

You can also call the TAFE NSW Student Technology Service Desk on 131 601 and follow the prompts for assistance with any TAFE related technical issues. Make sure you've got your TAFE NSW learner number, login username and email address ready.

Students who may be Deaf or hard of hearing, can seek assistance through the [National Relay Service](#) or may lodge an enquiry using the [Get Technology Help Form](#).