

TAFE Virtual Desktop Guide for Students (Windows)

Purpose

This Quick Reference Guide sets out the steps that TAFE NSW students can take to access the Windows Desktop version of the TAFE NSW Virtual Desktop Service (TVD).

Background

TAFE NSW provides a TAFE Virtual Desktop (TVD) service for students.

Before You Start

The following elements are required before you can use the TVD.

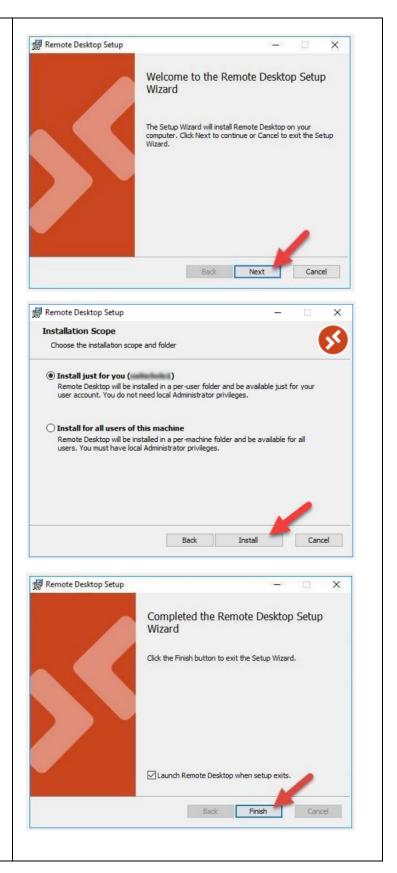
- You must be currently enrolled at TAFE NSW
- You need to know your TAFE NSW email address, username and password
- You need to have access to a device that can run Windows10 or Windows11 (or later)

Downloading and Accessing the TAFE Virtual Desktop

Action	Screenshot
Click the link below or copy and paste it into the URL field in a browser: https://go.microsoft.com/fwlink/?linkid=20 68602	☐ Microsoft × + ← C ⊕ https://go.microsoft.com/fwlink/?linkid=2068602
It will download the installer file for Windows.	Downloads ← → ↑ ↑ ↑ □ ➤ Downloads ⊕ New ✓ → ↑ ↑ □ ➤ Downloads ⊕ Home Gallery > ■ This PC > № Network RemoteDesktop_1.2.6424.0



After Remote Desktop has downloaded, open the installer and follow the prompts to install.





After Remote Desktop has installed, click Remote Desktop Subscribe. **⊞** Tile Let's get started Subscribe to access managed apps and desktops provided by your organization. These resources will be available from this client and the Start Menu. Privacy settings for managed resources have been preset by your organization. Learn more Subscribe Subscribe with URL You will be prompted to sign into your Student Microsoft Office Account. Microsoft Enter your TAFE NSW email address. Sign in (e.g. first.lastname@studytafensw.edu.au) jane.citizen 1@studytafensw.edu.au and your password and click Next. Can't access your account? Next You will be taken to the TAFE NSW Sign in Sign in with your TAFE NSW account Page. User ID Enter your User ID (firsname.lastname) and jane.citizen1 password and click Log In. Example: jane.citizen1 Password Log In Forgot your password? Have trouble logging in? Help for TAFE staff Help for TAFE students



You will be prompted to allow your organization to manage your device. Use this account everywhere on your device Untick the checkbox and click This app only if you have another Microsoft Office Windows will remember your account and make it easier to sign in to apps and websites. You won't have to enter your password each time you access your Account. organization's resources. You may need to allow them to manage certain settings on your device. If you accidentally click Yes, you can follow Allow my organization to manage my device this How to remove a personal device from TAFE Microsoft Management Guide. This app only The Microsoft Remote Desktop application Remote Desktop × will download and prepare your available ্রি Settings ⊞ Tile resources. This may take 15 to 30 seconds to complete. ▼ TAFE NSW Workspace Double click on TAFE Student Desktop. TAFE Stude... Your connection to the TAFE Student 💀 Remote Desktop × Desktop will commence. Connecting to: TAFE Student Desktop Cancel Configuring remote session...

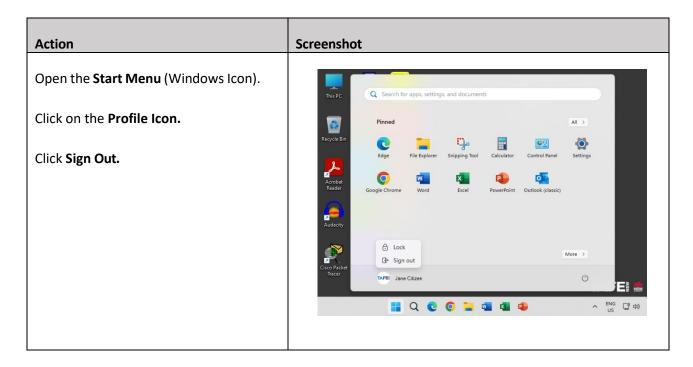


The Windows Credentials page will display. Windows Security Enter your TAFE NSW email address. Enter your credentials These credentials will be used to connect to TAFE NSW (e.g. <u>first.lastname@studytafensw.edu.au</u>) Workspace. and password and click OK. Jane Citizen Password ••••• jane.citizen1@studytafensw.edu.au Remember me More choices ОК Cancel The TAFE Virtual Desktop will load, and you will be able to use it just like you would a regular TAFE computer. 🟭 Q 🥲 🧔 🏣 👊 💵



Leaving the TAFE Virtual Desktop

Once you have finished working via the TVD it is important that you sign out as follows:



Important Information

As stated in the <u>acceptable use of information technology guideline</u>, students should never knowingly import or download unlicensed or unauthorised software on TAFE NSW information assets and digital services.

For More Information

A number of checklists and guides are available on <u>TAFE Internet</u> to support you in your Connected Learning journey.

If you are experiencing difficulties accessing the TVD through the Student Hub, you can download the Remote Desktop Application. Further information on downloading the Desktop Application can be found in the following documents.

- Accessing the TAFE Virtual Desktop (Web Application)
- TAFE Virtual Desktop Guide for Students (MacOS)

If you need assistance accessing or downloading the TAFE Medical Director Virtual Desktop, please call the TAFE NSW Student Technology Service Desk on 131601 and follow the prompts.

Students who may be Deaf or hard of hearing, can seek assistance through the <u>National Relay Service</u>.