

### Notes:

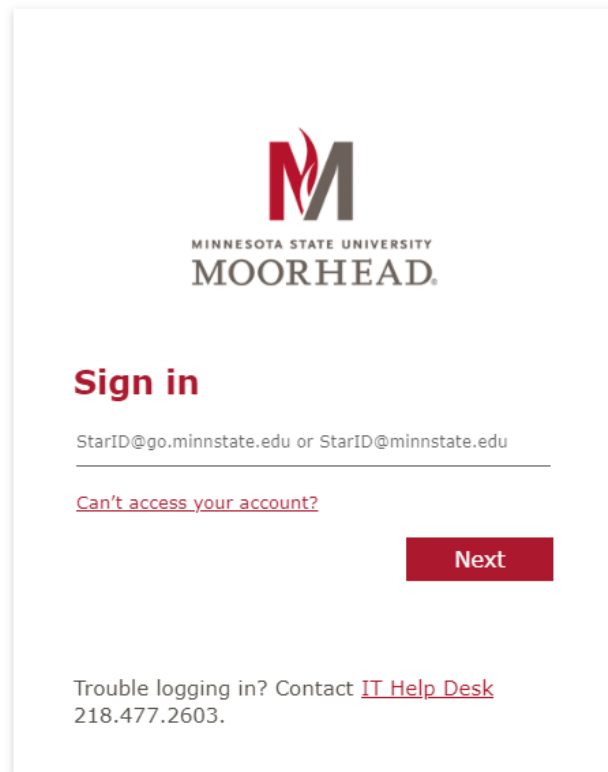
- VPN is NOT Required
- You will need to use the Microsoft or Google Authentication app. For Multi-Factor Authentication. The 6-digit code or phone call will NOT work.
- Follow link to setup/change MFA [Article - Multi-factor Authentication... \(mnstate.edu\)](#)
- Applications are run remotely from a server. Due to this, you will need to remain connected to the internet while using the applications.
- Any work performed within the applications will need to be saved to OneDrive.

### Accessing Remote Apps or VDI

1. Open a Web browser (Recommended to use Microsoft Edge)  
\*If you use Chrome or Safari you may have extra steps to run the apps
2. Browse to the [Remote Apps Site](#)  
Link: <https://remote.mnstate.edu>

**Please follow directions closely, you will be prompted to use different login ID's along the way.**

3. The Authenticator app will open.
4. For Student, enter [StarID@go.minnstate.edu](#); for Faculty & Staff, enter [StarID@minnstate.edu](#)
5. Enter your StarID password.  
When prompted, enter multi-factor code



The screenshot shows the login interface for Minnesota State University Moorhead. At the top is the university's logo. Below it, the text "Sign in" is displayed in a large, bold, dark red font. Underneath, there is a text input field with the placeholder "StarID@go.minnstate.edu or StarID@minnstate.edu". A red button labeled "Next" is positioned to the right of the input field. Below the input field, there is a link that says "Can't access your account?". At the bottom of the page, there is a line of text that reads "Trouble logging in? Contact [IT Help Desk](#) 218.477.2603."

6. Next, Login to the Remote Apps

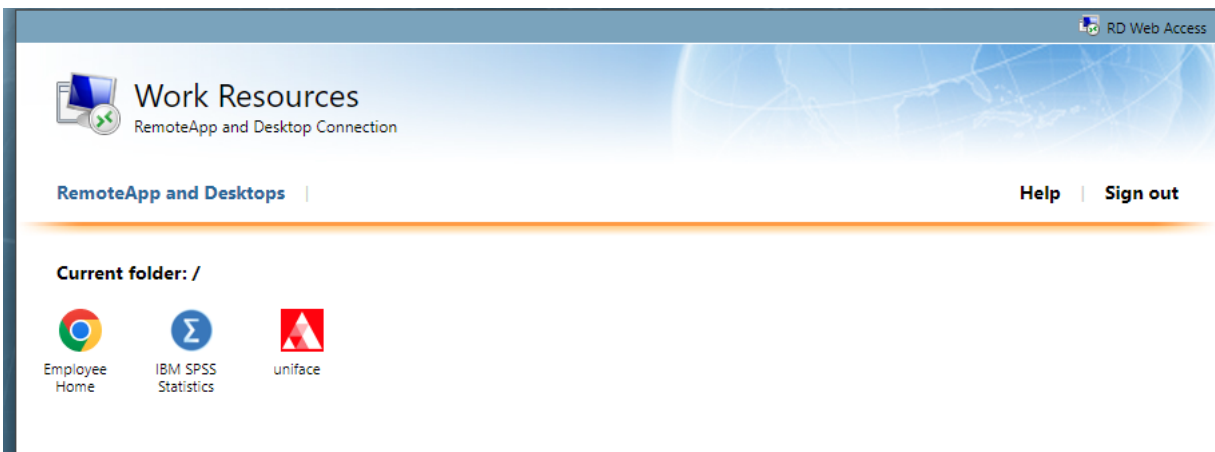
- Type in **mnstate\StarID**
- **example**  
**mnstate\zz9999zz**

(nothing else after StarID) **SEE BELOW**

- Enter **StarID password**
- Click Sign In

The screenshot shows the 'Work Resources' login page. At the top left is a logo with a computer monitor and a green checkmark. The title 'Work Resources' is in large blue font, with 'RemoteApp and Desktop Connection' in smaller black font below it. In the top right corner, there is a small icon and the text 'RD Web Access'. On the right side, there is a 'Help' link. The main login area has two input fields: 'Domain\user name:' with the text 'mnstate\zz9999zz' entered, and 'Password:' which is empty. Below these fields is a 'Sign in' button. A security warning in red text states: 'Warning: By logging in to this web page, you confirm that this computer complies with your organization's security policy.' At the bottom, there is a message about session timeout: 'To protect against unauthorized access, your RD Web Access session will automatically time out after a period of inactivity. If your session ends, refresh your browser and sign in again.' The footer shows 'Windows Server 2022' on the left and 'Microsoft' on the right.

7. After you have done that, you will see any remote applications that have been made available to you:

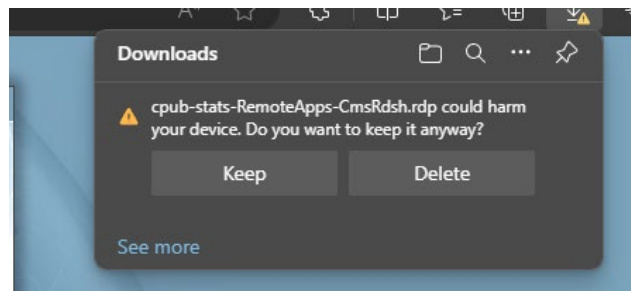


**Note:** Your software list may be different than what is shown above. If you do not see the software you need to run, please email the helpdesk at [support@mnstate.edu](mailto:support@mnstate.edu)

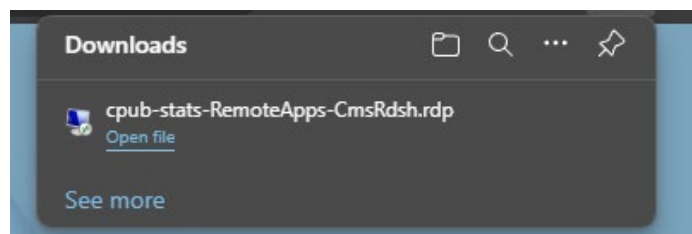
8. Click on the program you would like to run

**Note:** The application may try and download the RDP file first,

If you see the download prompt, click Keep.



It will then ask you to run the application. Please select Open file



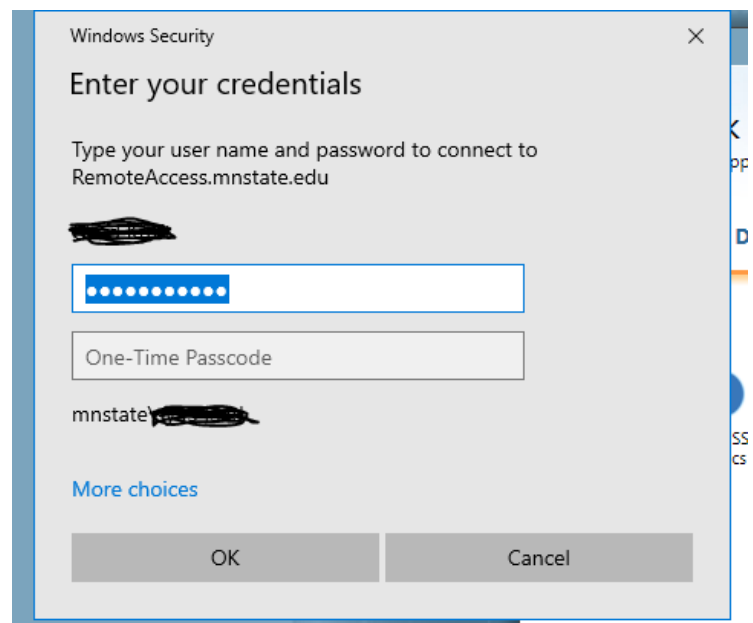
Now you need to authenticate to the application.

Enter in **mnstate\StarID**

- **example**  
**mnstate\zz9999zz**

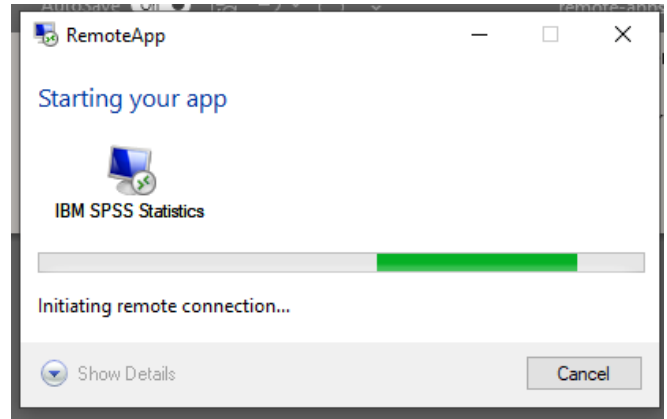
**And StarID password**

Click OK



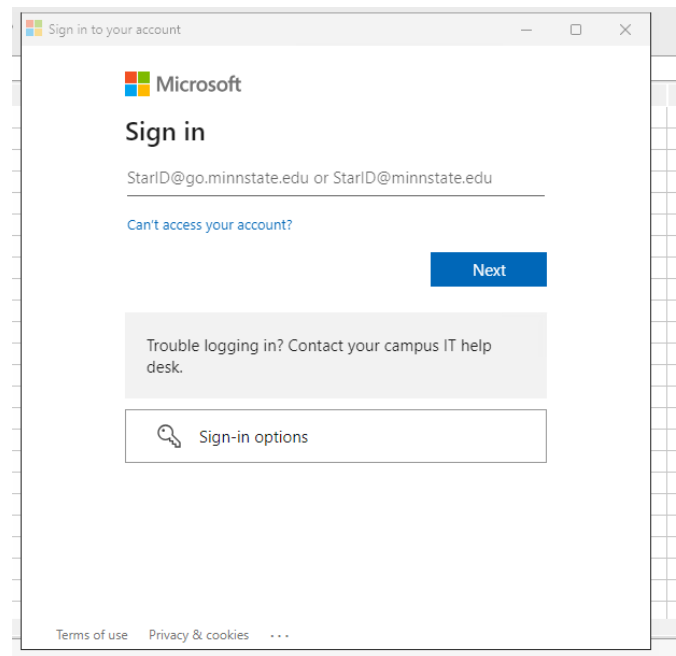
On your phone you will notice a popup from the Authenticator app, **click Approve**

You will see the application launching.

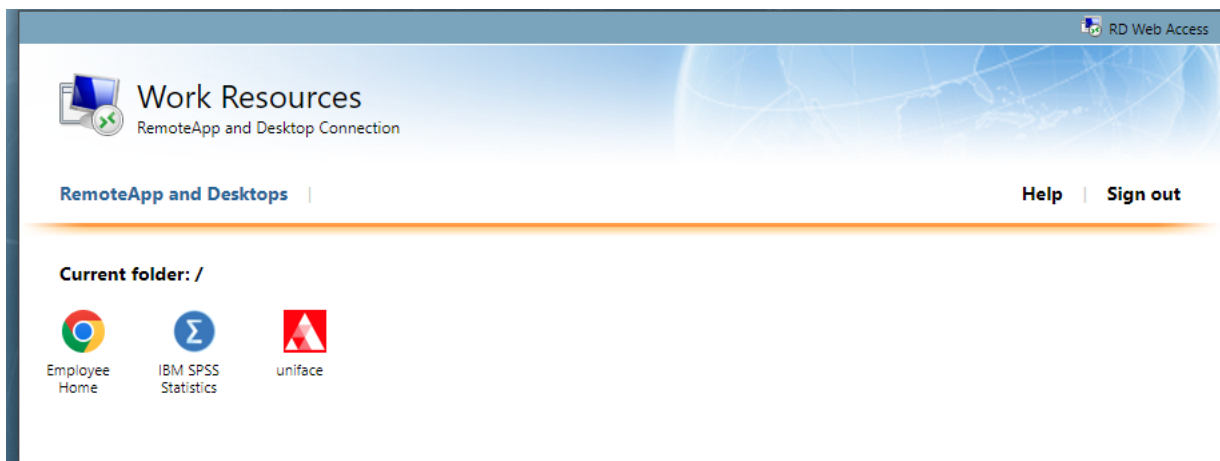


9. After a couple of minutes, you will see another login pop up below. This is to log into the OneDriveMapper which will map a drive letter X to your OneDrive so you can save files.

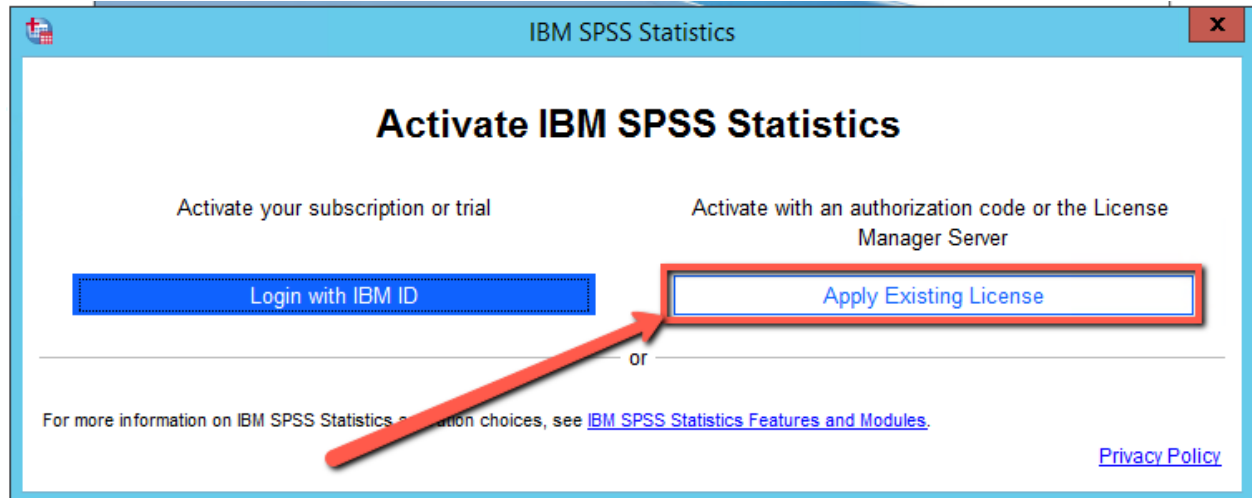
10. For Student, enter [StarID@go.minnstate.edu](mailto:StarID@go.minnstate.edu); for Faculty & Staff, enter [StarID@minnstate.edu](mailto:StarID@minnstate.edu)
11. Enter your StarID password; when prompted enter multi-factor code



12. When you finish using the application, please use the Red X in the top right corner to close the application.
13. Then you will be back to the Remote application window. Please click Sign Out in the top right corner.

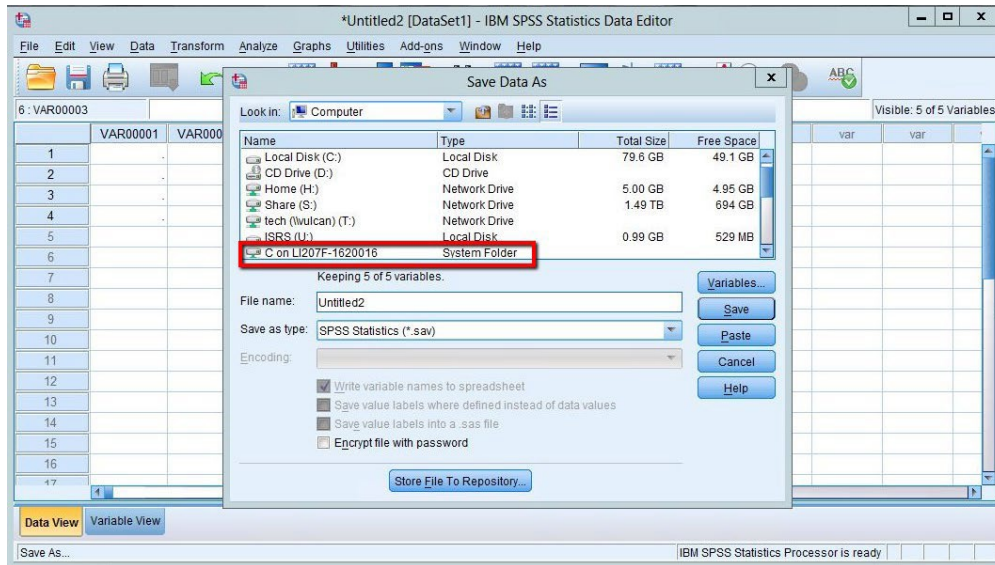


**NOTE for SPSS users:** Upon first use of SPSS on Remote Apps, you may receive a license prompt. Should this happen, click the **Apply Existing License** button.



### Saving on Remote Applications

- Since remote apps are running directly from a server, you will need to be mindful of where you save your work.
- If you save to the C drive or Local disk, you will actually be saving to the server's C drive. Since there are multiple servers, there is a chance that you won't connect to the same server next time and won't have access to any saved files.
- To save work when using Remote Apps, you will need to change the location to a file on your local computer or OneDrive. That way you will have access to your files regardless of which server you connect to.
- In most software, to change the save location, you will need to go to the **File** menu > **Save As** and choose a location and file name. To save to your local C drive, it will be displayed as C on *your computer name*.
- Below is an example of saving work in SPSS on a computer named LI207F-1620016.



- If you are working with Remote Apps from a Lab, it would be best to save your files to a flash drive since you may not always get the same computer and lab computers are wiped and reloaded periodically.

## For More Information

Please contact the IT Help Desk at [support@mnstate.edu](mailto:support@mnstate.edu) or 218.477.2603 if you have questions about this material.