## 4. Windows Users: How do I access the KLU hosted instance?

To connect to KLU's remote instance, you will need Microsoft Remote Desktop. This is an app that should be pre-installed in most Windows computers.

To check if you have the app installed, type "remote" into your system search window (lower left of your Windows desktop). If you hit 'Remote Desktop Connection', then your computer has the app.

Programs (2)
Nemote Desktop Connection
🗳 Windows Remote Assistance
Control Panel (6)
🐻 RemoteApp and Desktop Connections
🖳 Allow remote access to your computer
👰 Allow Remote Assistance invitations to be sent from this comp
🕎 Select users who can use remote desktop
log Set up a new connection with RemoteApp and Desktop Conne
1 System
₽ See more results
romot Shut down
🚳 📋 🌖 🕘

If you do not have the app, please search for the Microsoft Remote Desktop on the Microsoft App Store (links below). It is free to download.

In English:

https://www.microsoft.com/en-us/store/p/remotedesktop/9wzdncrfj3ps

In German:

https://www.microsoft.com/de-de/store/p/remotedesktop/9wzdncrfj3ps

After downloading the app, repeat the system search above. Then launch Remote Desktop Connection.

#### Next steps

- Launch Remote Desktop Connection. You should see an empty field 'Computer'.
- Enter "klu-studlab".

퉣 Remote	Desktop Connection	_		×
<b>N</b>	Remote Desktop Connection			
Computer:	KLU-STUDLAB	~	]	
User name:	None specified			
You will be as	sked for credentials when you connect.			
Show O	ptions Co	nnect	He	lp

Note:

If you are outside KLU, you must connect via VPN before launching Remote Desktop.

Set up VPN for KLU access. Instructions are on moodle and refer to your login credentials

Click on 'Show Options' in the above dialog and then the tab 'Local Resources' below.

nemote Desktop Connection		—		×
Remote Desktop	)			
General Display Local Resources Exp	erience Ad	vanced		
Remote audio				
Configure remote audio setting	gs.			
Settings				
Keyboard				
Apply Windows key combinat	ions:			
Only when using the full scre	en	````	/	
Example: ALT+TAB				
Local devices and resources				
Choose the devices and reso	urces that yo	u want t	o use in	
your remote session.	<u> </u>			
2 Printers	Clipboard			
More				
4				
•				
Hide Options	Con	nect	He	lp

Do the following:

1. Check 'Clipboard'

2. Uncheck 'Printers'

When you connect to the KLU remote desktop, this setting will allow you to Copy & Paste files between the local volume on your computer and KLU's remote instance.

You may not be able to use quick-keys (Cntrl+C, Cntrl+V), but Copy & Paste from menus will work.

3. Click 'More'

# Access to the KLU Hosted Instance

When you click 'More', you will see the below dialog.

	lemote Desktop Connection	×
	Pomoto Dockton	
4	Connection	
	<u> </u>	_
Loc	al devices and resources boose the devices and resources on this computer that you want to	-
u	se in your remote session.	
Γ	WebAuthn (Windows Hello or security keys)	1
	Decation	
	Drives	
	Homes (\\File-01) (Y:)	
	Drives that I plug in later	
L	Wideo capture devices	
	OK	
Remote	Desktop Connection – 🗆 X	
Remote	Desktop Connection — — X	
Remote	Pesktop Connection – – × Remote Desktop	
Remote	Remote Desktop Connection – – ×	F
Remote	Pesktop Connection – X Remote Desktop Connection	F
Remote	Pesktop Connection – × Remote Desktop Connection	r
Remote eneral [ Logon set	Pesktop Connection – ×  Remote Desktop Connection  Display Local Resources Experience Advanced  tings Enter the name of the remote computer.	r
Remote meral [ logon set	Desktop Connection       —       ×         Remote Desktop Connection       ×         Display Local Resources Experience Advanced       ×         tings       Enter the name of the remote computer.         Computer:       KLU-STUDLAB	r
Remote eneral [ .ogon set	Desktop Connection – ×  Remote Desktop Connection  Display Local Resources Experience Advanced  tings Enter the name of the remote computer.  Computer: KLU-STUDLAB  V User name: firstname.sumame@stud.klu.org	Ţ
Remote eneral [ Logon set	Desktop Connection – × Remote Desktop Connection Display Local Resources Experience Advanced tings Enter the name of the remote computer. Computer: KLU-STUDLAB ✓ User name: firstname.sumame@stud.klu.org You will be asked for credentials when you connect.	r
Remote eneral [ logon set	Desktop Connection	
Remote eneral [ logon set	Posktop Connection – ×  Remote Desktop Connection  Display Local Resources Experience Advanced  tings Enter the name of the remote computer.  Computer: KLU-STUDLAB ✓  User name: firstname.sumame@stud.klu.org  You will be asked for credentials when you connect.  Allow me to save credentials	r
Remote eneral [ .ogon set	Desktop Connection   Remote Desktop   Display Local Resources   Experience   Advanced   tings   Enter the name of the remote computer.   Computer:   KLU-STUDLAB   User name:   firstname.sumame@stud.klu.org   You will be asked for credentials when you connect.   Allow me to save credentials	Ţ
Remote eneral [ .ogon set	Desktop Connection   Remote Desktop   Display Local Resources Experience Advanced   tings   Enter the name of the remote computer.   Computer:   KLU-STUDLAB   User name:   firstname.sumame@stud.klu.org   You will be asked for credentials when you connect.   Allow me to save credentials   In settings   Save the current connection settings to an RDP file or open a saved connection.	
Remote eneral [ .ogon set	Poesktop Connection	r
Remote eneral [ Logon set	Desktop Connection	r

Do the following:

1. Check your local volume. It is probably your C drive.

#### 2. Click 'OK'.

When you connect to the KLU remote desktop, this setting will allow you see and access your local volume from within KLU's remote desktop. This is another way to move files between the local volume on your computer and KLU's remote instance.

The local drive is always: \*NAME\* (C:) for example Drive (C:) or in our screenshot Windows7\_OS (C:)

3. Return to the 'General' tab and click 'Connect' to connect to KLU's remote instance. Enter your password.

Windows Security		>
Enter your credentials		
These credentials will be used to cor	nect to KLU-STUDLAB.	
firstname.surname@stud.klu.org		
Password		
Remember me		
More choices		
ОК	Cancel	

# Access to the KLU Hosted Instance

When you connect to the KLU remote instance, a Windows desktop will display. On the desktop is an alias for the application. Double-click on it to launch it.

When you create files, you can save them to the remote desktop. Each KLU student has a private folder in KLU's servers. You can save up to 20 GB inside your folder, and it cannot be accessed by others, unless they have your login information.



Alternatively, you can transfer files between the remote desktop and your local computer.

If you checked your local drive while configuring Remote Desktop Connection (see above), then you should see your local drive in the remote desktop. You can move files in that local drive to the remote desktop; and you can drag files on the remote desktop into your local drive.



## 5. The hosted instance of SPSS is in German. How do I change the language?

In SPSS, select: Bearbeiten / Optionen, and in the dialog, select the 'Sprache' tab. Set your desired language in both drop-down menus and click 'OK'. Click 'Ja' to confirm changes.



### 6. Can I access the hosted instance of SPSS via iOS or Android?

Probably yes. Microsoft Remote Desktop exists for these platforms, so it should be possible. However, we have not tested it.

### 7. What other software is on the KLU hosted instance, and can I use it?

In addition to SPSS, the KLU hosted instance has installed such software as PowerSim and Visio. You can use these applications, just as SPSS. For a complete list of software on the hosted instance, see KLU IT.