

Remote Desktop Configuration Instructions

Dear Team,

Please follow the steps below to configure your remote desktop connection:

1. Ensure you are connected to the internet.
2. Open the Start menu and type **Remote Desktop Connection**.
3. Click on **Remote Desktop Connection** to open the application.
4. In the **Computer** field, enter the IP address of the remote machine.
5. Click on **Show Options** to review additional settings.
6. Enter your **username** and **password**.
7. Press **Connect** to initiate the connection.

If you encounter any issues, please contact the IT department for assistance.

Best regards,
Your IT Team