

Remote Desktop Setup Guide for Beginners

Dear [Recipient's Name],

We are pleased to provide you with a simple guide to help you set up your remote desktop connection. Please follow the steps below:

Step 1: Check System Requirements

- Ensure your computer is running Windows 10 or later.
- Check that you have a stable internet connection.

Step 2: Enable Remote Desktop

1. Open **Settings** from the Start menu.
2. Click on **System**.
3. Select **Remote Desktop** from the left menu.
4. Toggle the switch to **On**.

Step 3: Find Your Computer Name

In the Remote Desktop settings, note your PC name under **How to connect to this PC**.

Step 4: Connect from Another Device

1. On your remote device, search for the **Remote Desktop Connection** application.
2. Enter your PC name noted earlier.
3. Click on **Connect**.
4. Log in with your username and password.

If you encounter any issues during the setup, please do not hesitate to reach out for assistance.

Best regards,

[Your Name]

[Your Position]

[Your Contact Information]