



Activating Wake on LAN/Remote Access for Your Office Computer

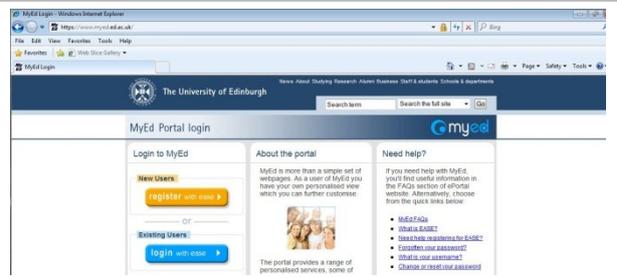
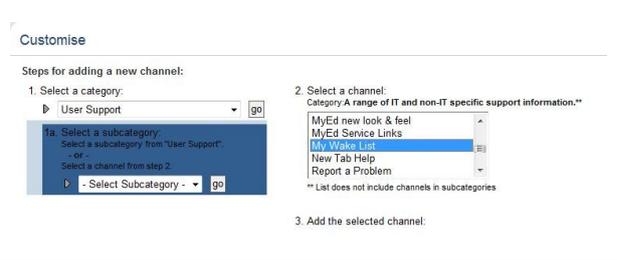
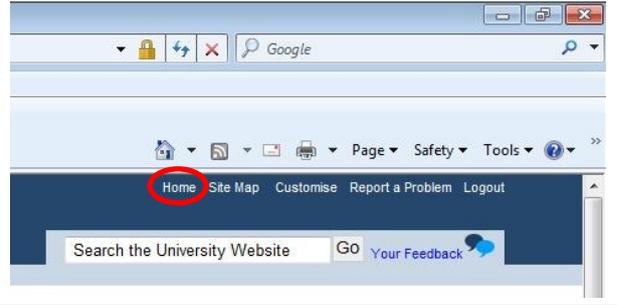
This guide is intended to show you how to activate your office computer for the Wake on LAN service, and to remotely connect to it. This allows you to remotely wake a computer from a sleep or hibernate state in order to work on it from remote locations.

This document is intended for those with computers connected to the University’s wired network. The set up process cannot be performed via VPN, on wireless, or on an open-access lab computer.

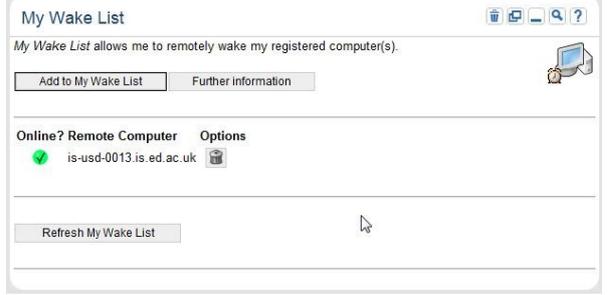
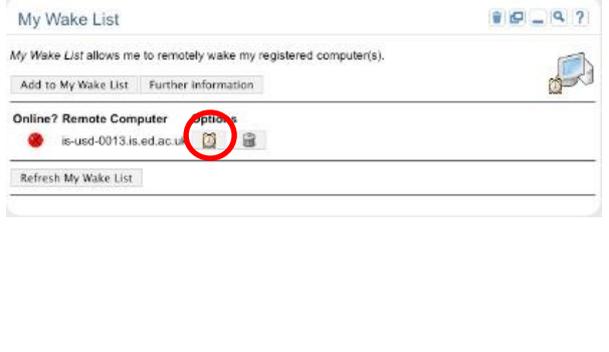
These instructions can be used on Macintosh or PC.

For any problems or questions, please contact IS.Helpline@ed.ac.uk or phone (6) 515151.

Activating your computer for the Wake on LAN service

<p>1. Log in to the computer that you would like to register for the Wake on LAN service.</p> <p>On that computer, log in to www.myed.ed.ac.uk</p>	
<p>2. Add the My Wake List channel to MyEd. For assistance in this, please see section 2 – “Adding a Channel to MyEd”.</p> <p>My Wake List is in the User Support category of channels.</p>	
<p>3. Return to MyEd’s Home Page by clicking Home in the top right-hand corner.</p>	
<p>4. Navigate to where you added the My Wake List channel.</p> <p>Click Add to My Wake List.</p>	

Activating your computer for the Wake on LAN service

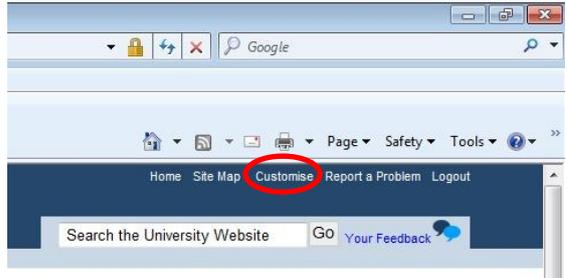
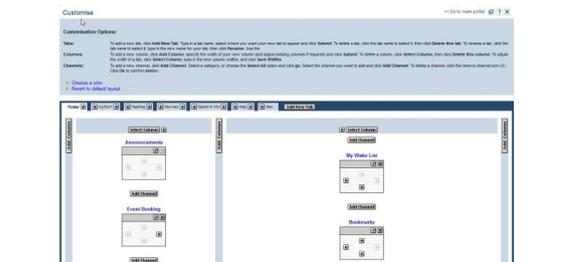
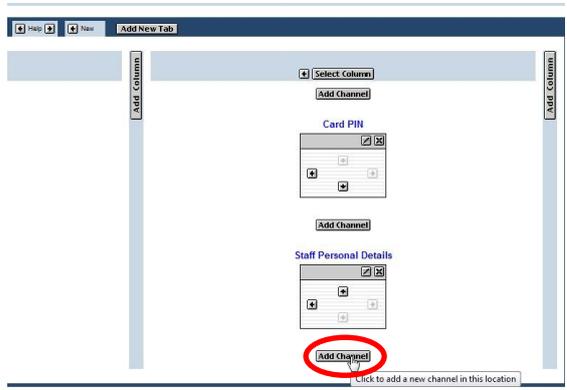
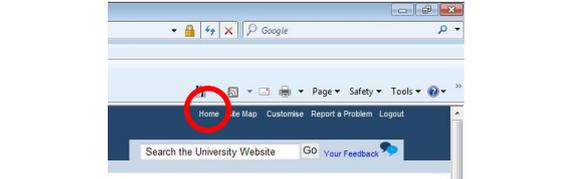
<p>5. A new window will open.</p> <p>Click the Add button (it contains your computer's name).</p>	
<p>6. You will receive a confirmation that your computer has been added.</p> <p>Close this window.</p>	
<p>7. In the browser window that contains MyEd, refresh the page (press refresh, or press F5).</p> <p>Your MyEd channel will update to show the computer you added.</p>	
<p>8. You will now be able to wake your My Wake List registered computer by clicking on the Alarm Clock symbol using MyEd from any other computer.</p> <p>Computers that are already online will not show the Alarm Clock symbol.</p> <p>The Trash Can symbol removes computers from the list.</p>	

Wake on LAN

Test that the above steps work before you leave your office building. If it does not work, contact local computing support or the IS Helpline (IS.Helpline@ed.ac.uk, (6)515151. It would be time-saving to take a note of your computer's name from the steps above if you do.

Activating your computer for the Wake on LAN service

Adding a Channel to MyEd

<p>1. Log in to www.myed.ed.ac.uk</p> <p>Click on the Customise link in the top right hand area of MyEd.</p>	
<p>2. You will see a graphical representation of your MyEd layout.</p>	
<p>3. Click the tab that you wish to add a channel to.</p>	
<p>4. In the position that you want to add a channel to, click Add Channel.</p>	
<p>5. From the Select a Category drop down menu, select the category that the channel is in (if you know it) – otherwise choose “Select All”.</p> <p>Select your intended channel from the list of channels displayed in the Select a Channel drop down menu.</p> <p>My Wake List is in the User Support category.</p>	
<p>6. Click Add Channel.</p>	
<p>7. You will be returned to the graphical overview of your layout and the channel will have been added.</p> <p>Click on Home. Your channel will have been added to your MyEd layout.</p>	

Activating your computer for the Wake on LAN service

Remotely Connecting to a PC

The Remote Desktop facility in allows you to access applications and data stored on a remote computer.

Registering your computer for remote connection

Please ensure that your computer is activated to allow remote desktop connections. Ask a local computing officer, or the IS Helpline (IS.Helpline@ed.ac.uk). It would be time-saving to take a note of your computer's name from the "Wake on LAN" steps above if you do.

1. Click on the **Start** menu/icon in your PC's bottom left-hand corner, then:

- On an XP machine, click **Run**

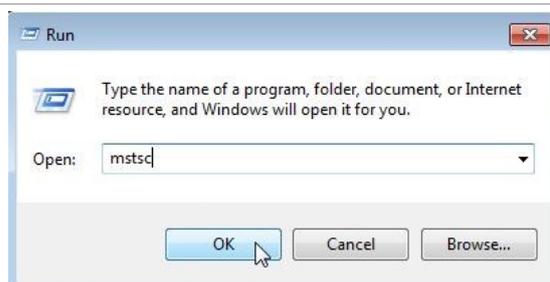


- On Windows 7, type **Run** into the **Search** box, and click **Run** from the **Programs** section



2. The Run dialog box appears.

In the **Open** box, type **mstsc** then click **OK**.



Activating your computer for the Wake on LAN service

<p>3. The Remote Desktop Connection dialog appears.</p> <p>Type your computer name into the computer box. The full computer name can be found from your Wake on LAN list (section 1 of this document).</p> <p>Click Connect.</p>	
<p>4. A log in screen appears. Enter your computer log in details to the User name and Password boxes.</p> <p>Ensure that the Log on to box is set to ED.</p> <p>Click OK.</p>	
<p>5. Your computer is now ready for use. To end your session, click the X in the top right-hand corner.</p>	

Remotely connecting to a PC – troubleshooting

Some areas of the University will require you to activate a Virtual Private Network (VPN) account before remotely connecting to your PC:

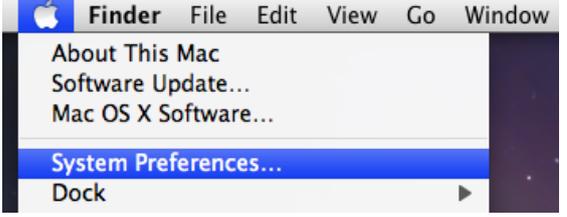
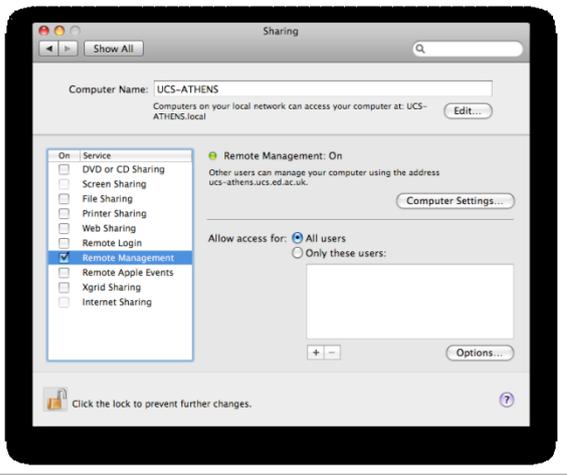
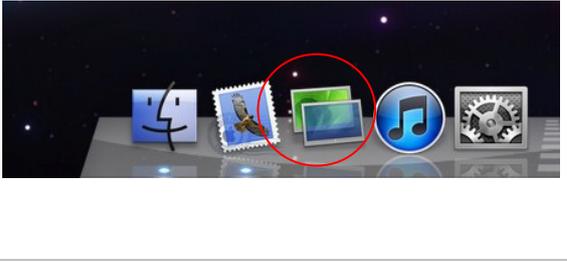
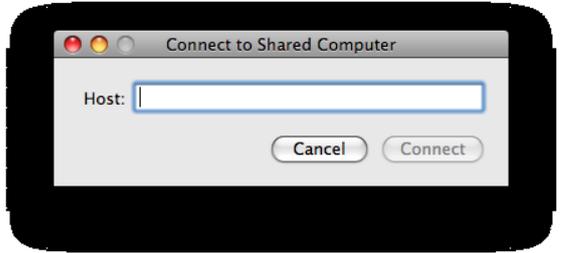
<http://www.ed.ac.uk/is/vpn>

The easiest way to set up a VPN connection on your PC is to install the Cisco VPN Client:
<http://www.ed.ac.uk/schools-departments/information-services/services/computing/desktop-personal/vpn/vpn-cisco-client/vpn-cisco-windows>

Activating your computer for the Wake on LAN service

Remotely Connecting to a Macintosh

The Remote Desktop facility in allows you to access applications and data stored on a remote computer.

<p>1. To configure your Apple Mac to allow screen sharing, open System Preferences from the Apple Menu.</p>	
<p>2. Then click the Sharing option.</p>	
<p>3. Now click Remote Management. Ensure that the Allow access for: option is set to "All Users" or include your details (ensure your username is registered).</p>	
<p>4. When you wish to remotely connect to the screen, click the Screen Sharing application from either the dock, or the location on your computer which is likely to be:</p> <p>Finder/macHD /system/library/coreservices/screen sharing.app</p>	
<p>5. Enter the full name of your computer. Remember, this can be found in your My Wake List channel in MyEd if you completed section 1.</p> <p>Alternatively, you can enter the computer's IP address.</p>	

Activating your computer for the Wake on LAN service

6. Enter your **Name** and **Password**. These are the **Username** and **Password** you would use to access a computer at the University.

Click **Connect**.



7. You are now connected to the remote screen. When you have finished your session, click the **Screen Sharing** menu, and select **Quit Screen Sharing**.



If you require this document in an alternative format, such as braille or larger print, please phone IS Helpline on 0131 651 5151 or email IS.Helpline@ed.ac.uk