

# Remote Computer Lab Access (Chromebook)

**Applies to:** Student Computer and Teaching Labs

**Platform:** Chromebook

**Affiliation:** Students

**Version:** 1.0 Updated 9.3.2020 ZP

## Contents

[Overview](#)

[Prerequisites](#)

[Connecting to a Computer Lab Machine](#)

[Where to Get Additional Help](#)

## Overview

John Jay College has made several Student computer labs available to access remotely from your own computer anytime, anywhere. Follow the instructions below to learn how to connect to our computer labs remotely, as well as a list of software available on each remotely accessible lab.

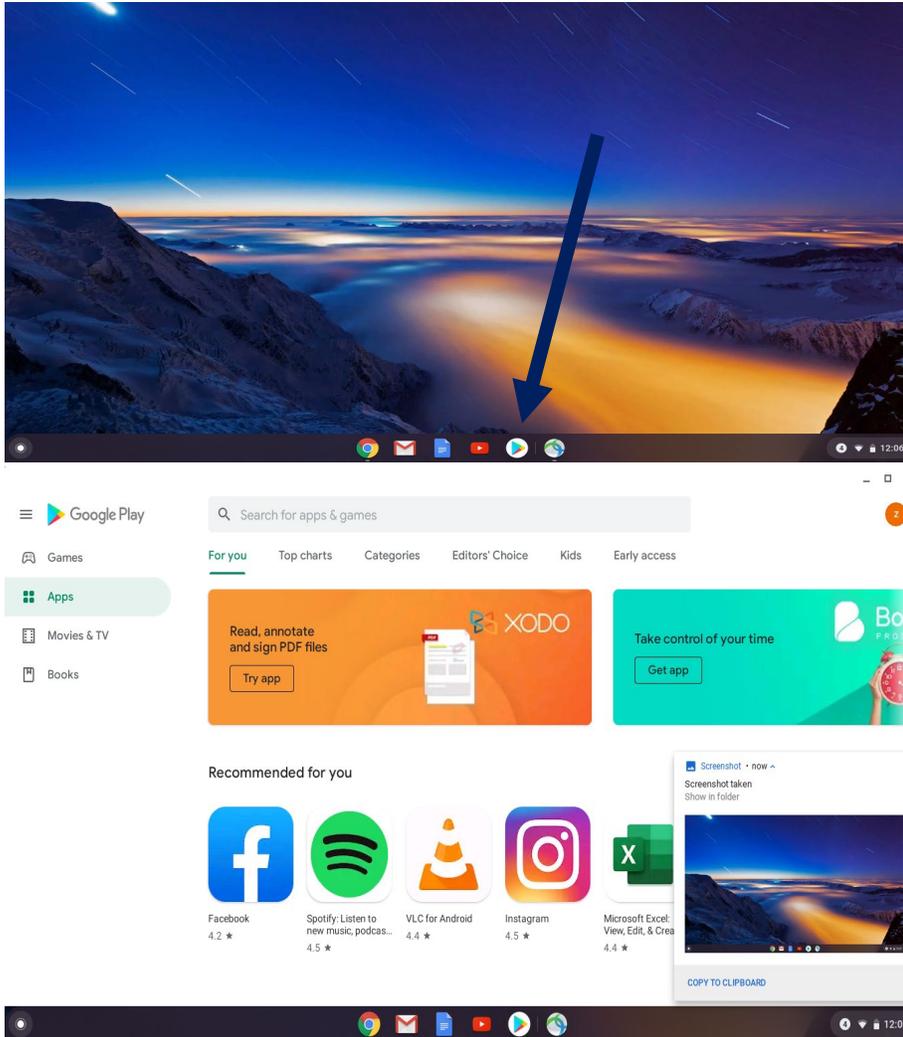
## Prerequisites

All off campus connections require the use of Cisco Any Connect VPN software and Microsoft Remote Desktop Software. You will need to install them to use a computer lab if you do not already have them on your computer.

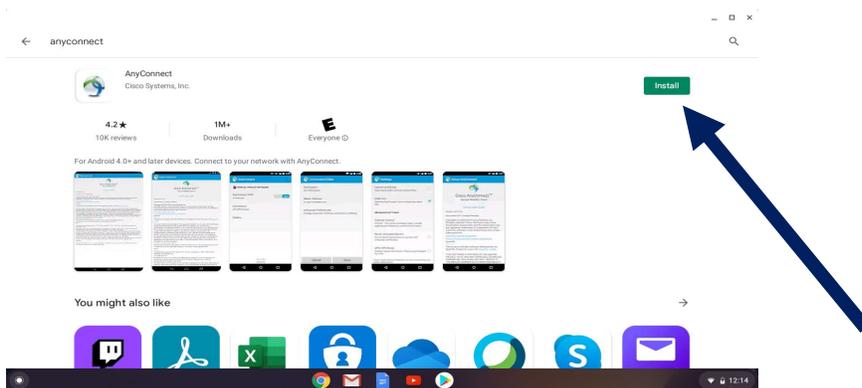
### Install VPN Software If Needed

You must first connect to the John Jay Virtual Private Network before you will be able to gain remote access to a lab computer. Use the instructions below to install and connect to the VPN on windows machine.

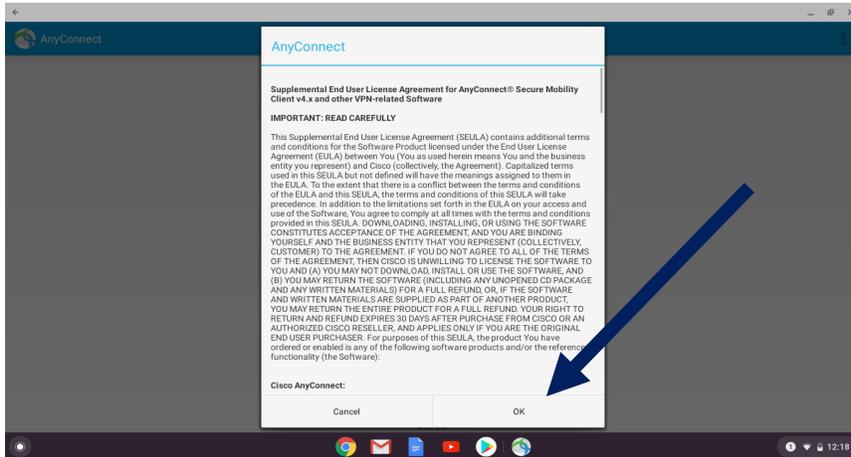
1. Download Cisco AnyConnect from the Google Play Store



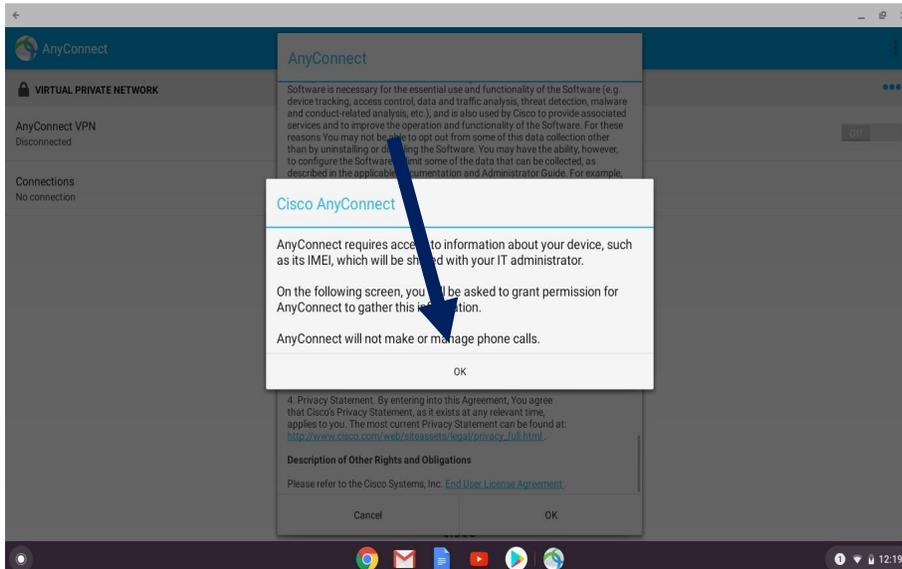
2. Type Anyconnect in the search bar, Select install



### 3. Scroll down and agree to the terms and conditions



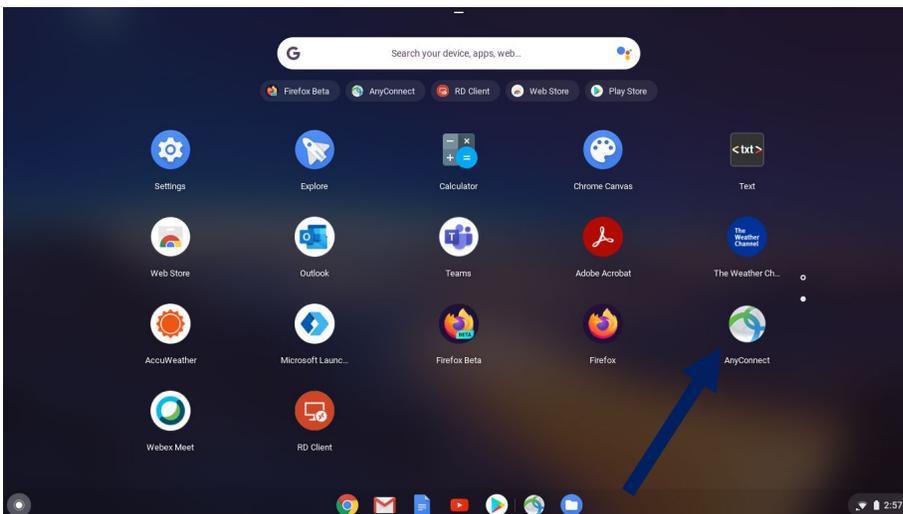
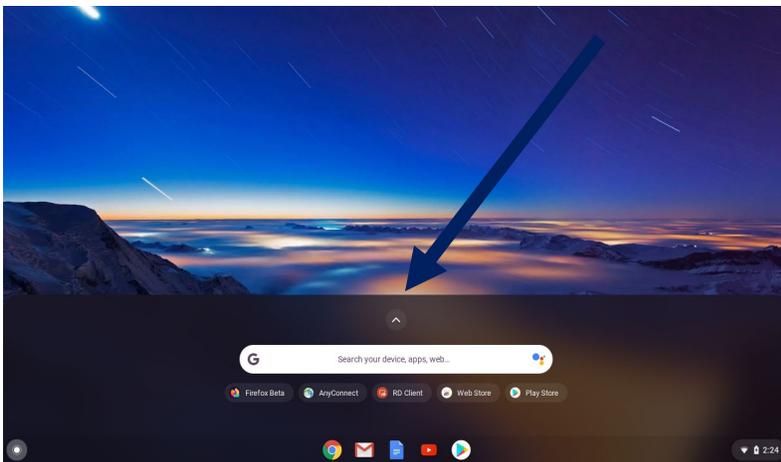
### 4. Select Ok.



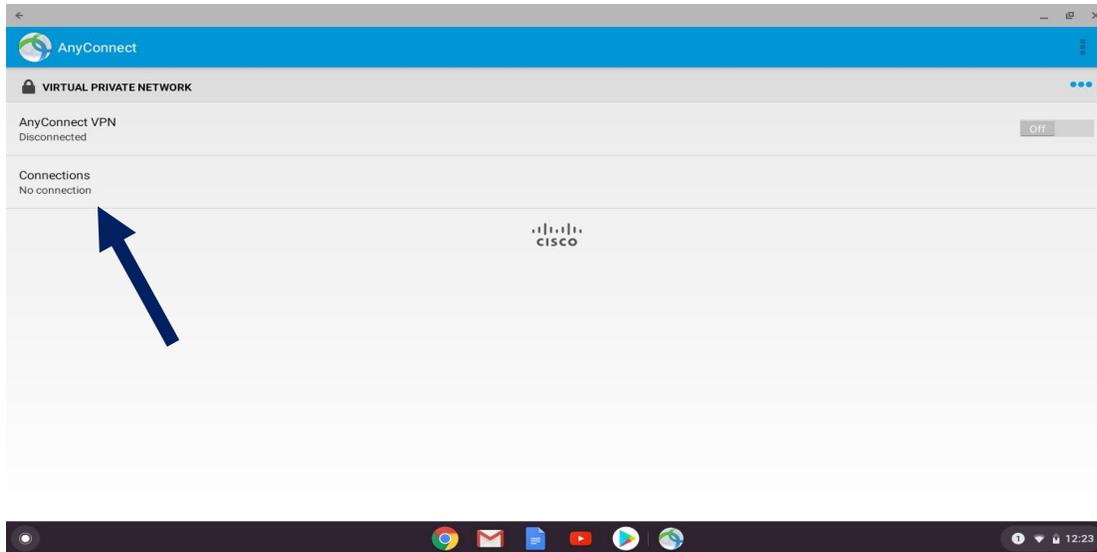
5. Open Cisco Any connect



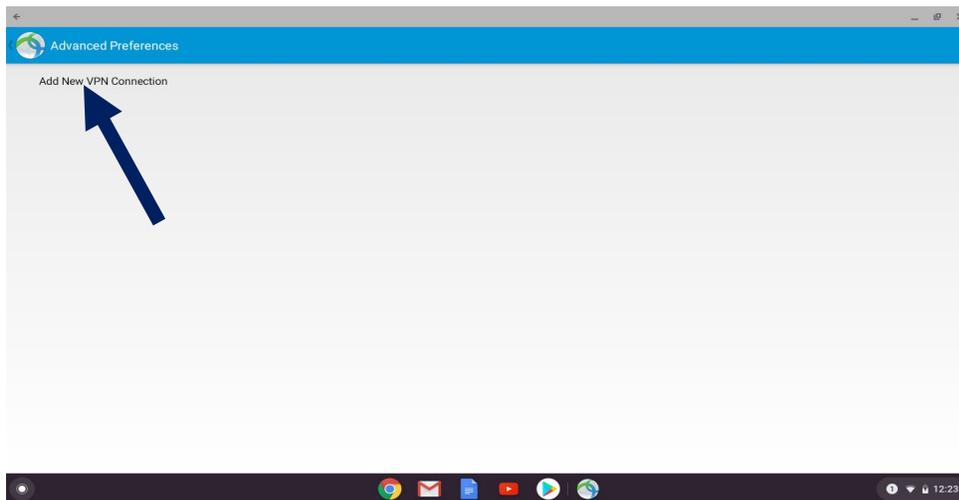
OR



### Select Connections

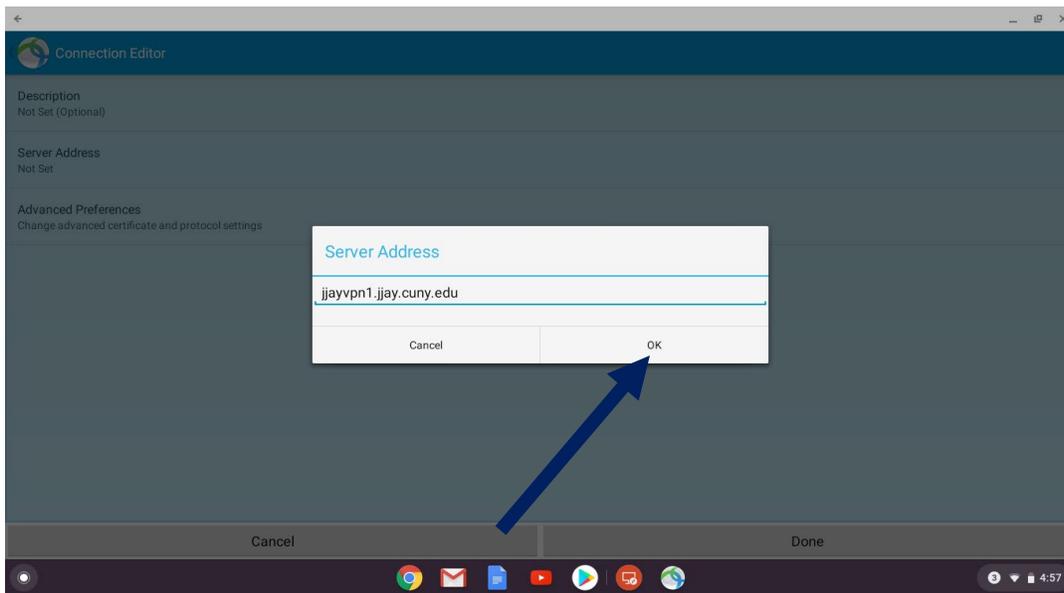
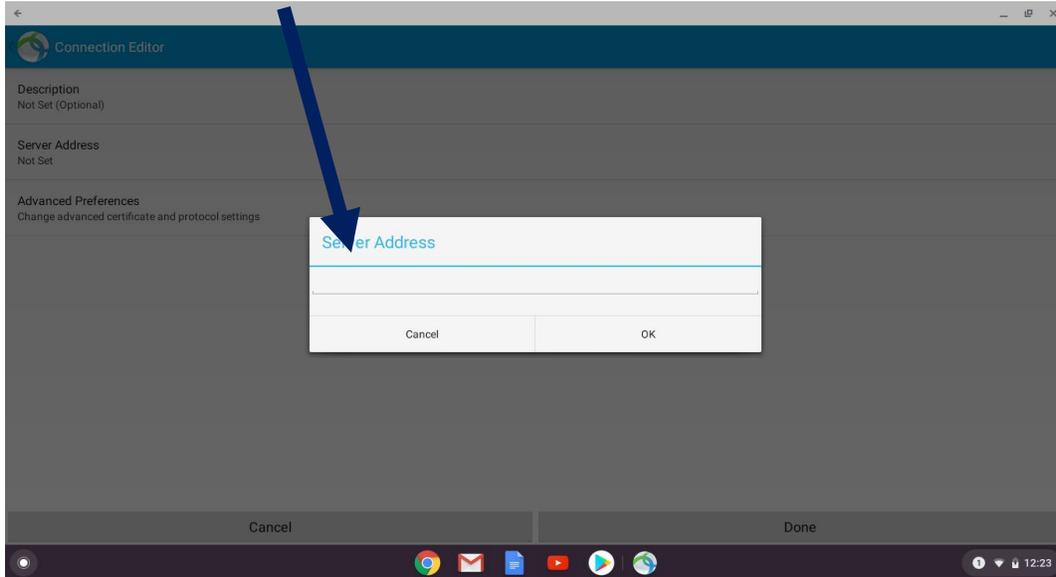


### Select Add new VPN Connection



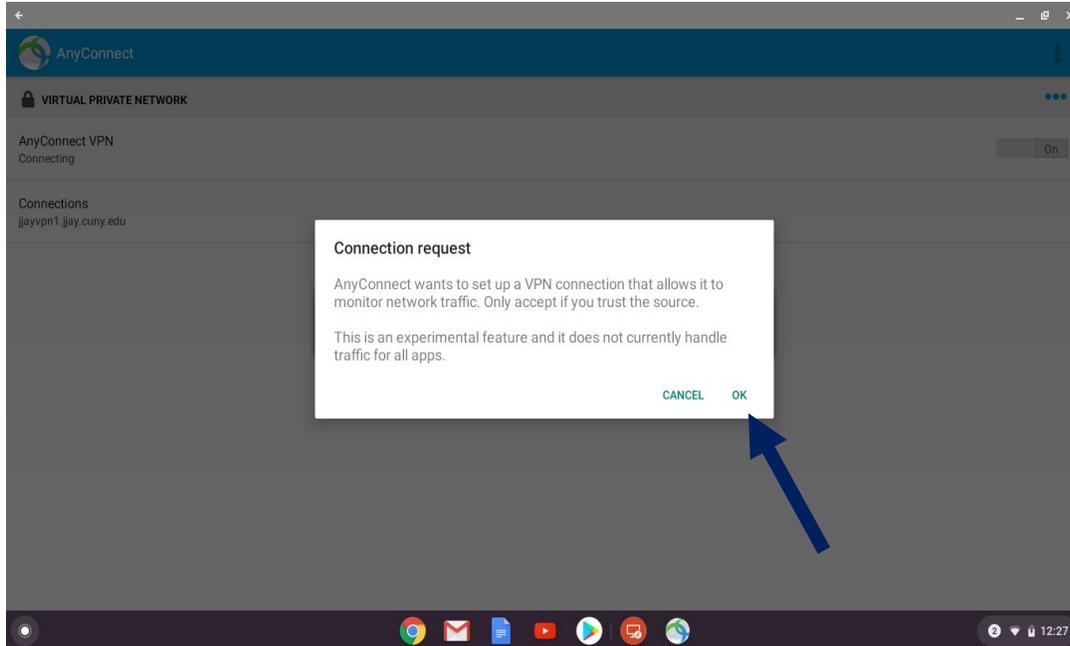
Configure AnyConnect with the John Jay VPN information

**ENTER JJAYVPN1.JJAY.CUNY.EDU**

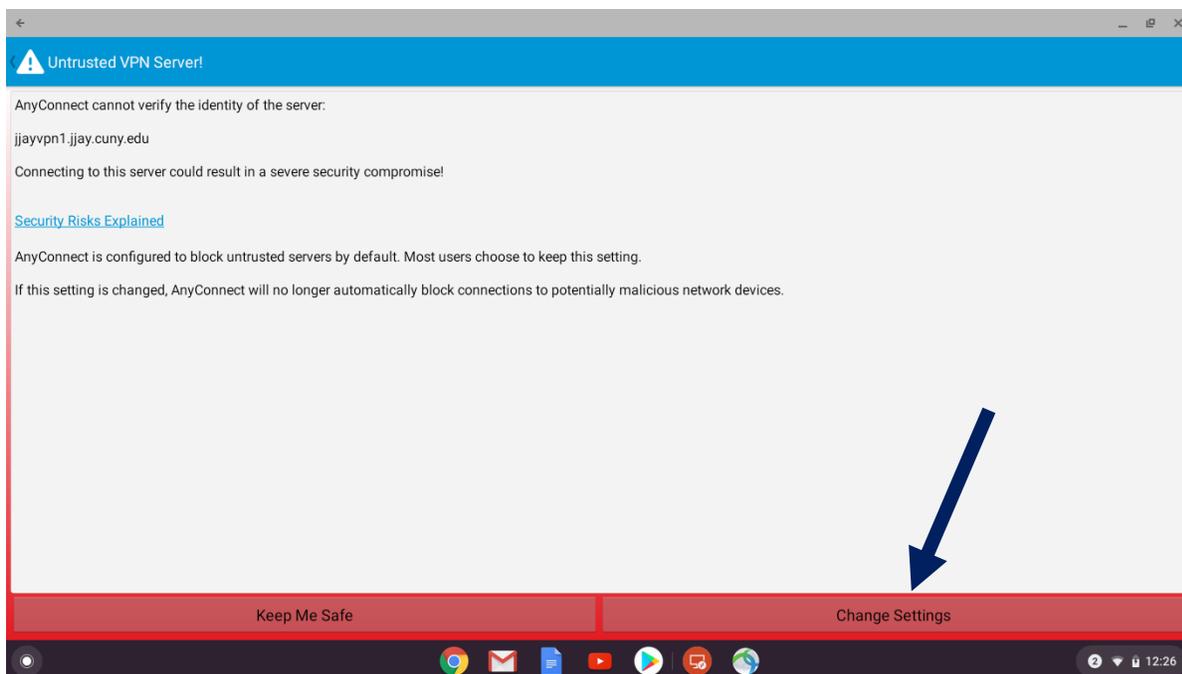


Select Ok

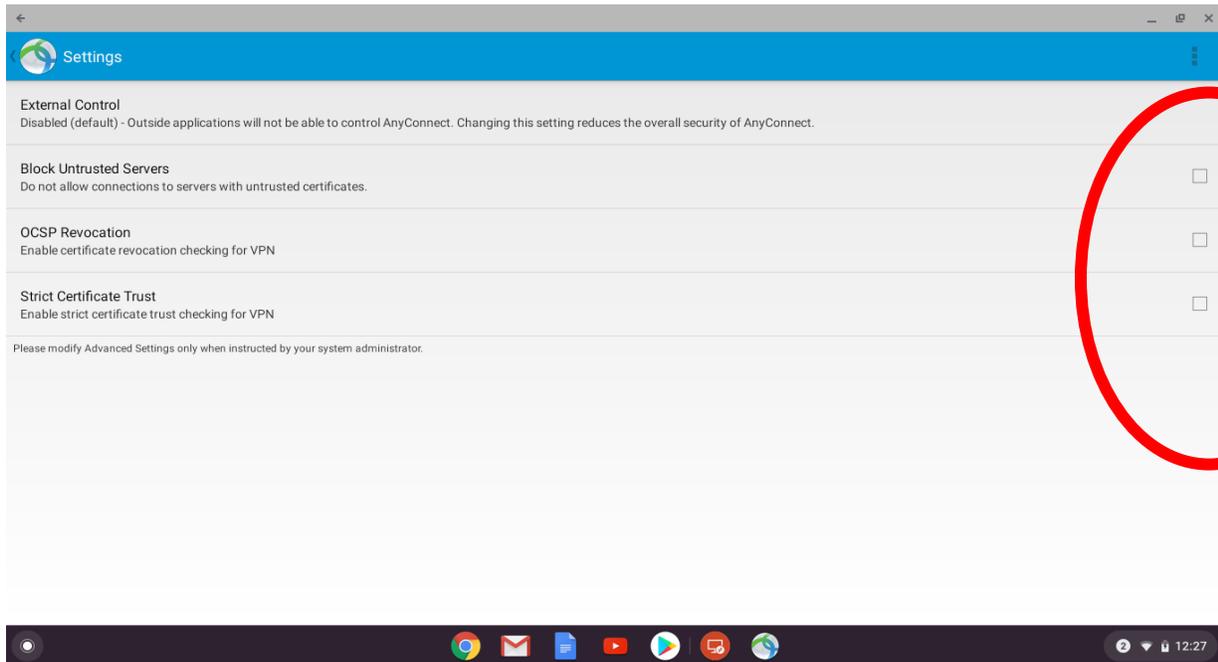
## Select Ok



## Select Change Settings

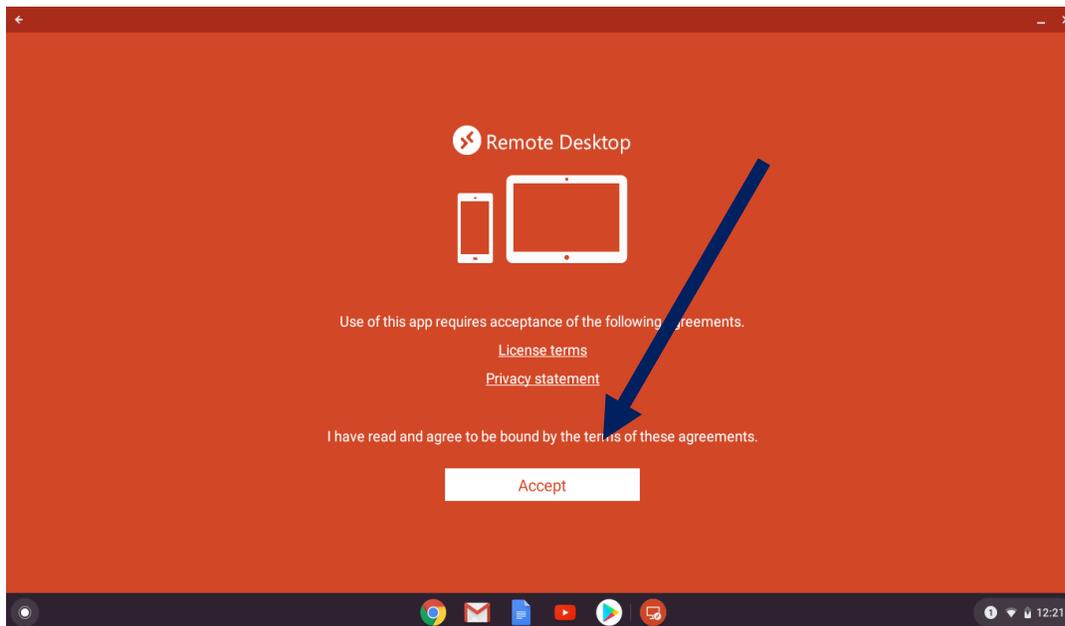
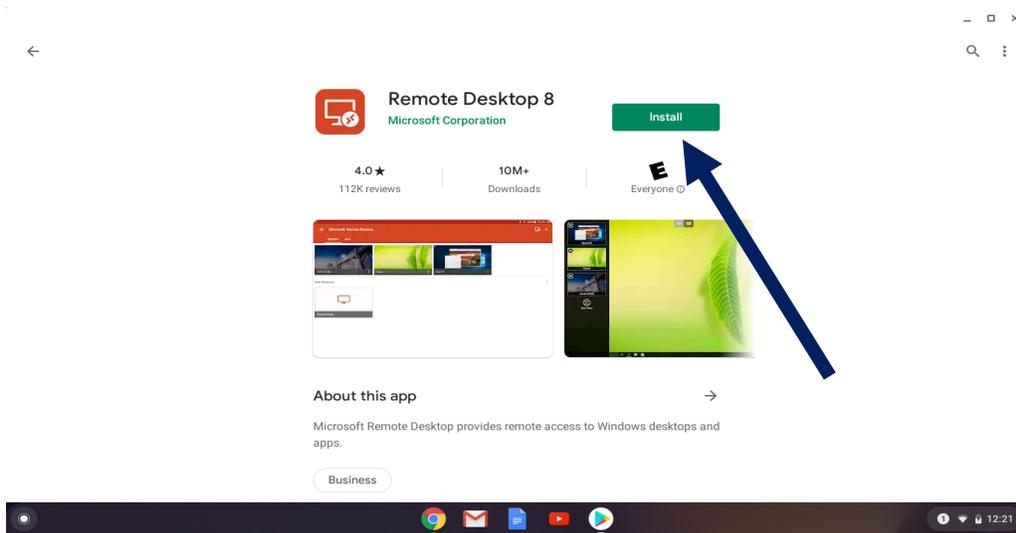


Make sure all boxes are unchecked



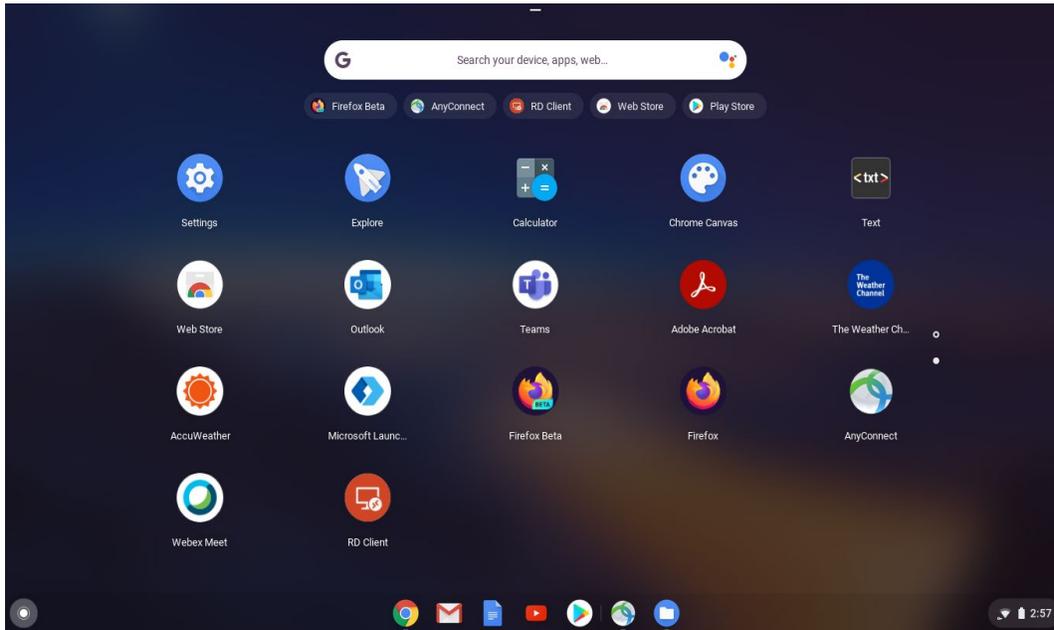
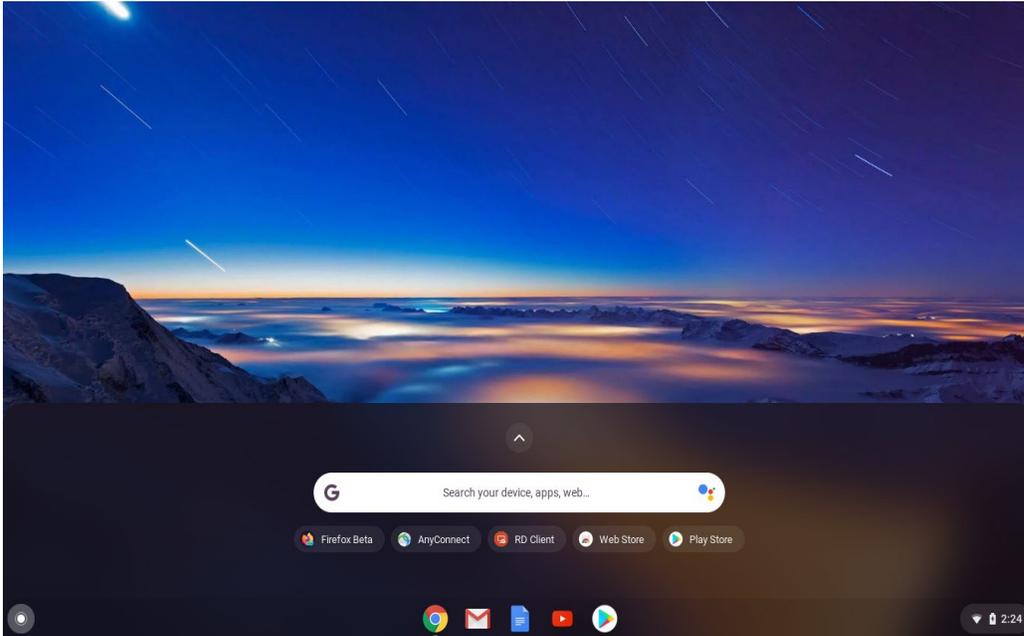
## Installing Microsoft Remote Desktop If Needed

Microsoft Remote Desktop is included with Professional versions of Windows. If you are using a Home version of Windows, Microsoft Remote Desktop can be downloaded for free from the Google Play Store.

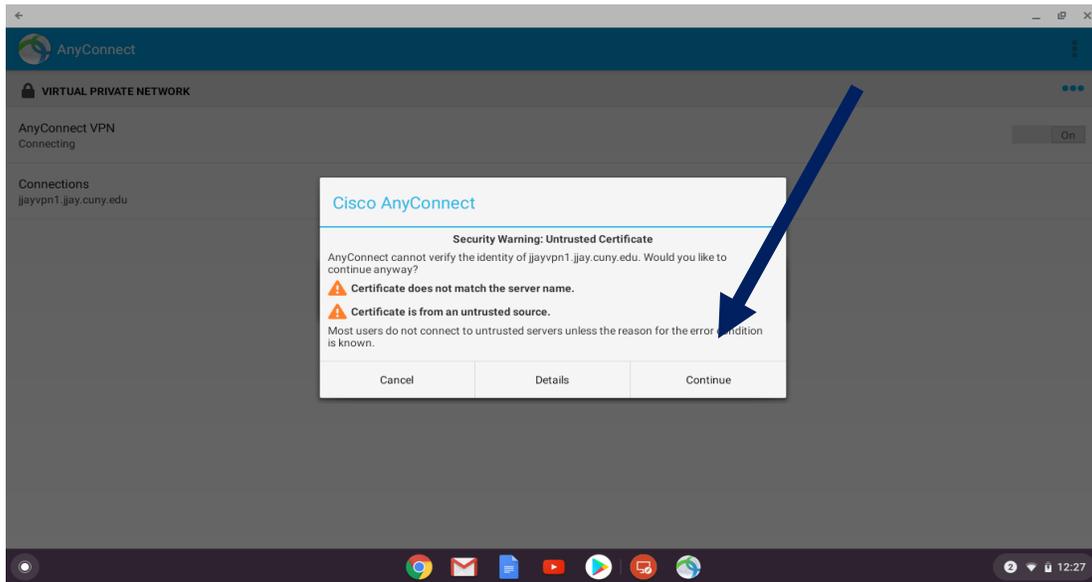


## Connecting to a Computer lab machine

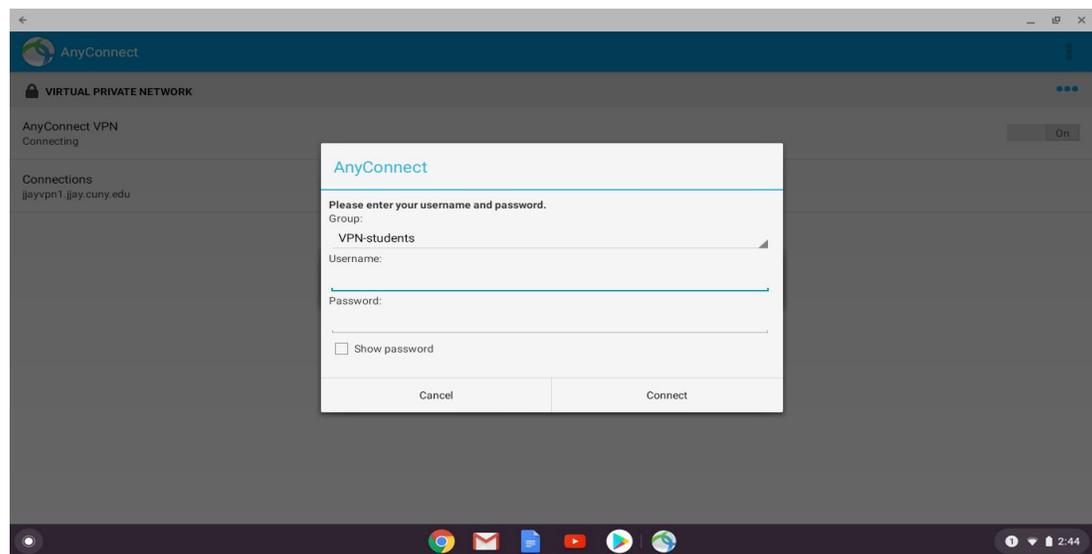
1. Open Cisco Any Connect VPN software and connect to [jjayvpn1.jjay.cuny.edu](https://jjayvpn1.jjay.cuny.edu)



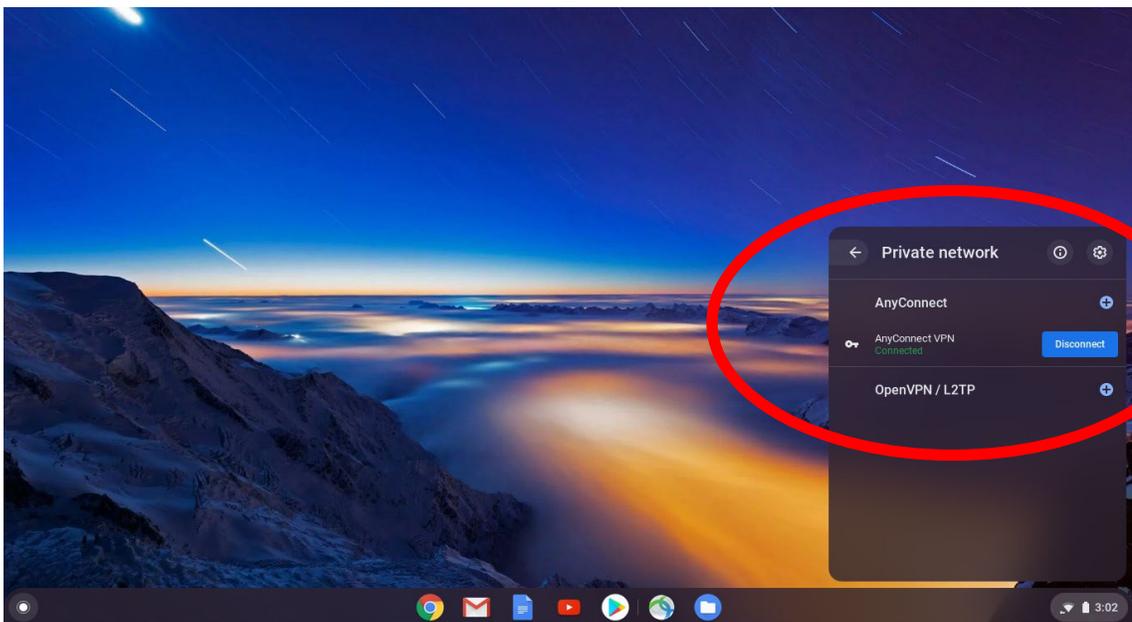
1. If an error appears click “Continue”



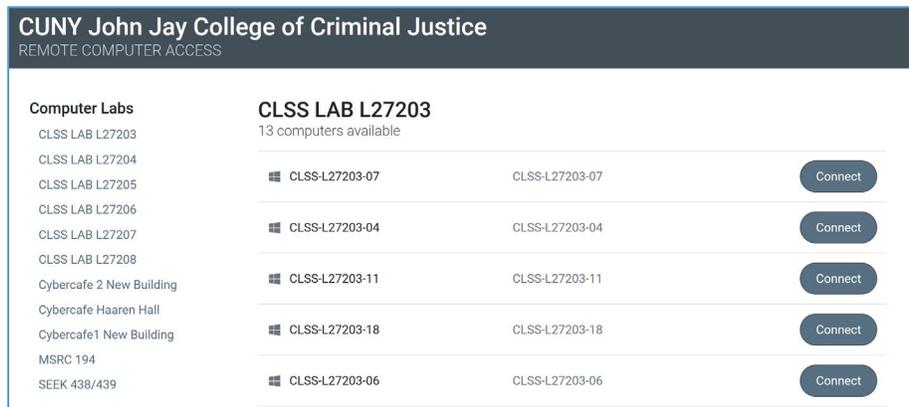
1. Login with your John Jay Student ID and password



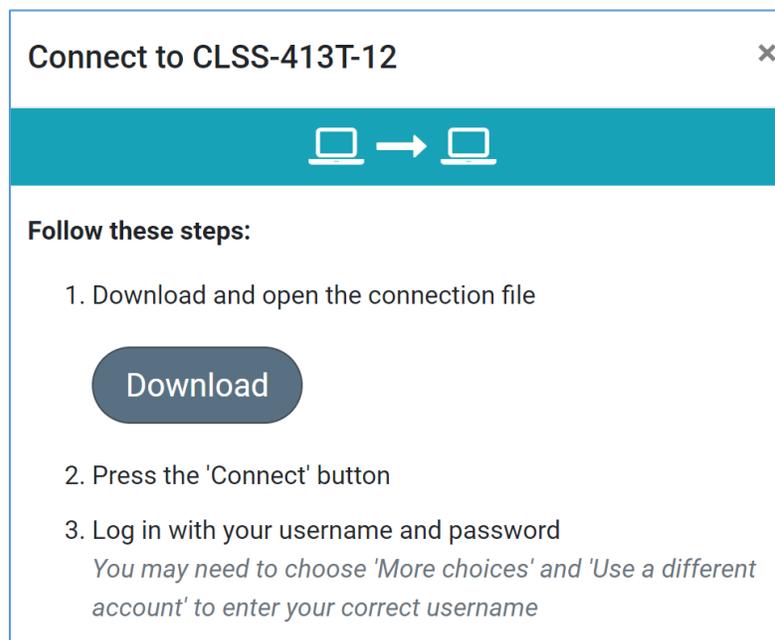
1. To check if you are connected select the key in the lower right hand corner of the desktop



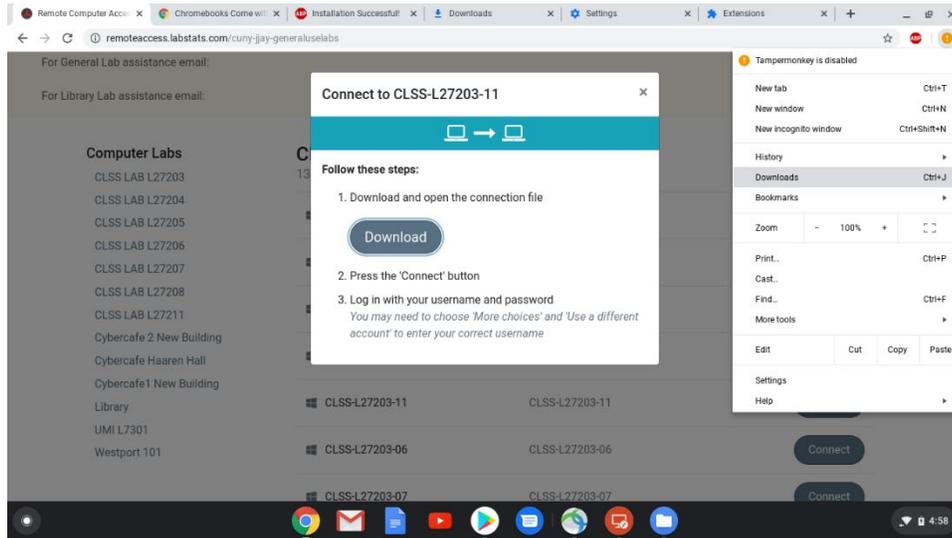
- 1.
2. Open a Web Browser and Visit <https://remoteaccess.labstats.com/cuny-jjay-generaluselabs>



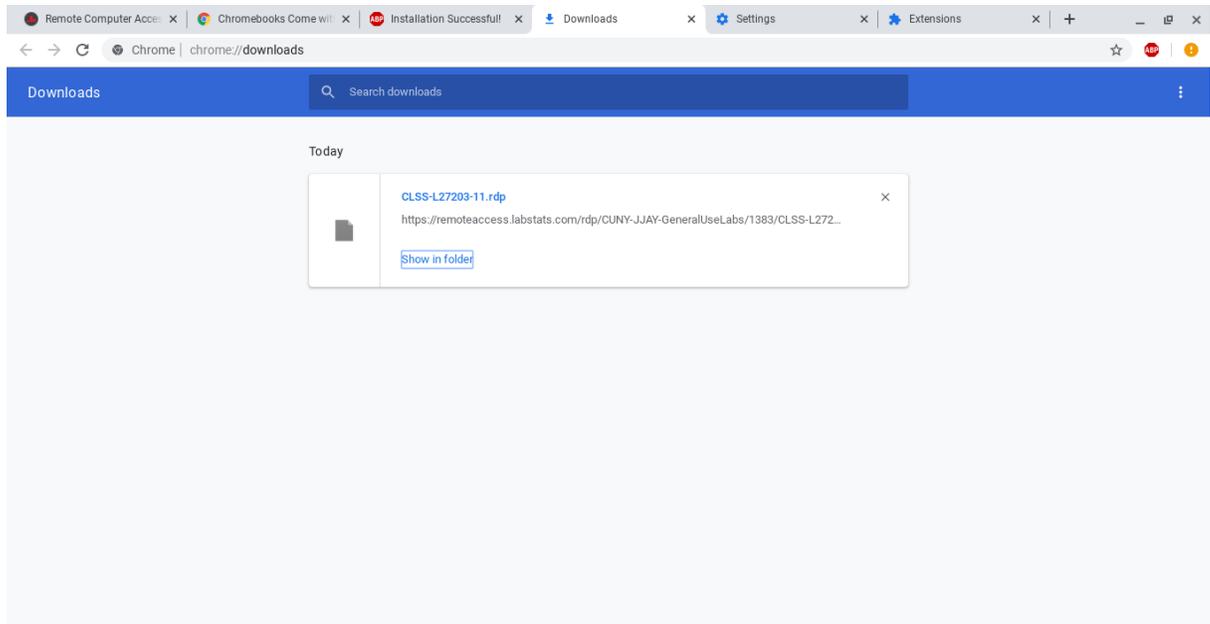
3. Select an available computer by clicking the **Connect** button.



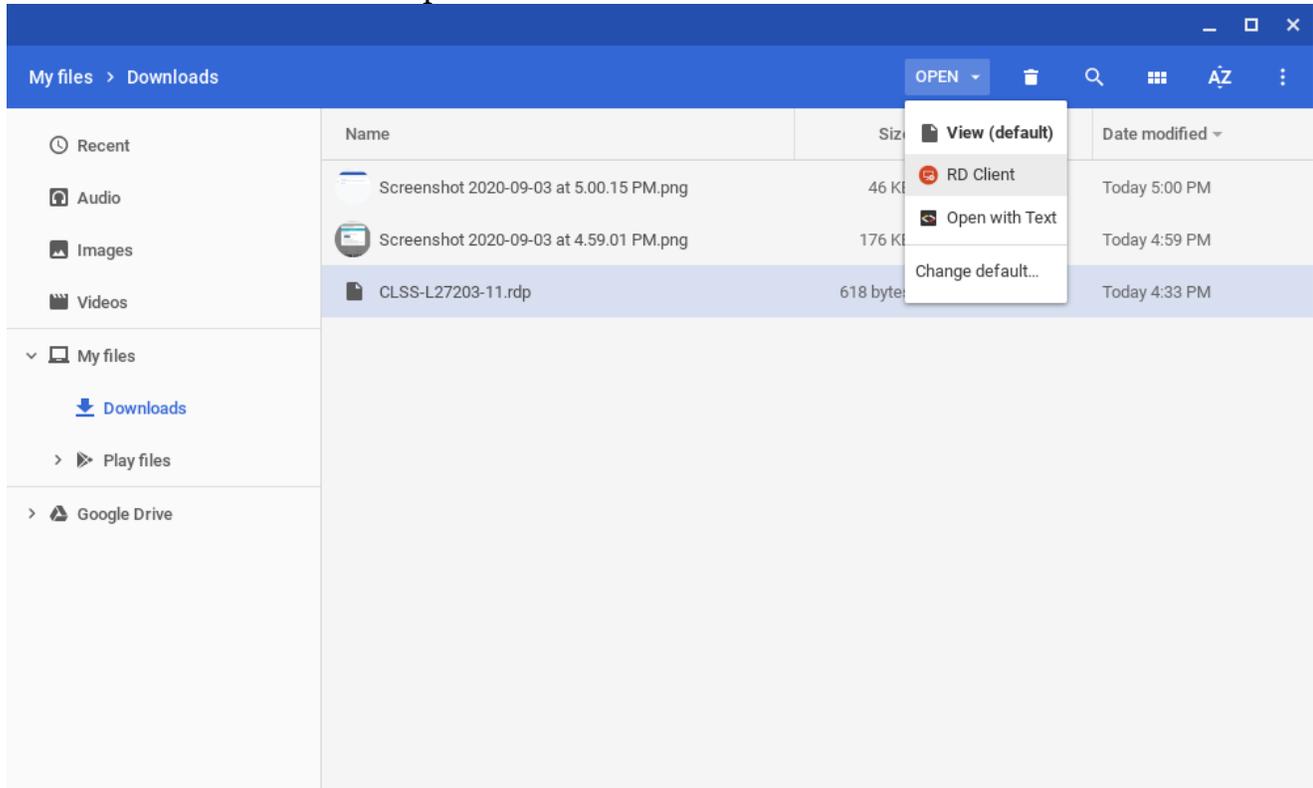
- After you have downloaded the connection link go to “downloads” in the chrome browser by clicking the icon in the upper right-hand corner, below the X (close window button) and navigating to “Downloads”.



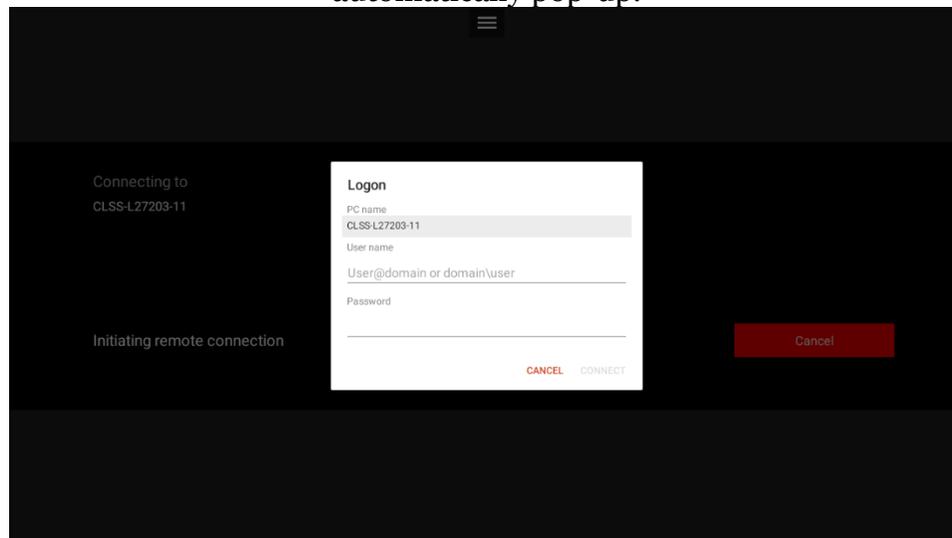
- From downloads click “show in folder” on the file for the download link.



- In the download folder click the file for the download link then go to “open” located at the top of the window and click “RD Client”.



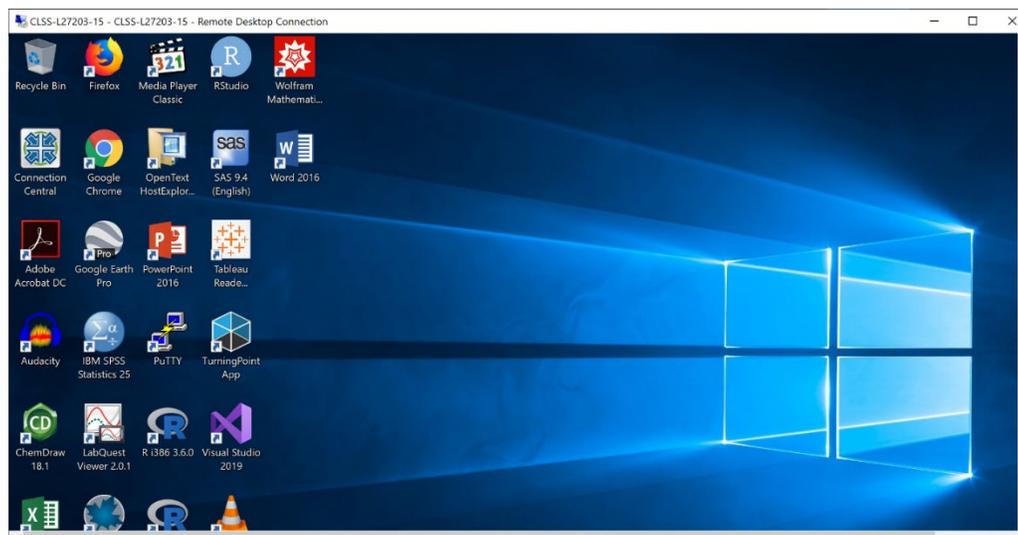
- From there go to the Microsoft Remote Desktop window if it does not automatically pop-up.



- In the user name field, type your student email address example, [john.doe@jjay.cuny.edu](mailto:john.doe@jjay.cuny.edu) ), and then type your password in the next field.
- You will be “Logged In”. It may take a few minutes to build the desktop



- Use the lab computer. Please be sure to save to a cloud based shared drive or flash drive. Dropbox (<http://dropbox.cuny.edu>) and/or Office 365 (<http://office.com>) are free with your CUNYfirst account (i.e. [John.doe67@login.cuny.edu](mailto:John.doe67@login.cuny.edu))



## Which computer should you use?

Students can make use of any one of the computers listed in the General Use Computer Lab portal. For students that are required to make use of a teaching and learning lab your professor will provide with a link to those computers.

### Signing out:

To sign out of the computer you have been connected to click the keyboard icon at the top of the middle of the window. From there click “CTRL + ALT +DEL” as shown in the bottom of the window and click “Sign out” when the options appear.





## Where to Get Additional Help

The Department of Information Technology (DoIT) Help Desk is available to help you with this topic [helpdesk@jjay.cuny.edu](mailto:helpdesk@jjay.cuny.edu) and 212.237.8200.