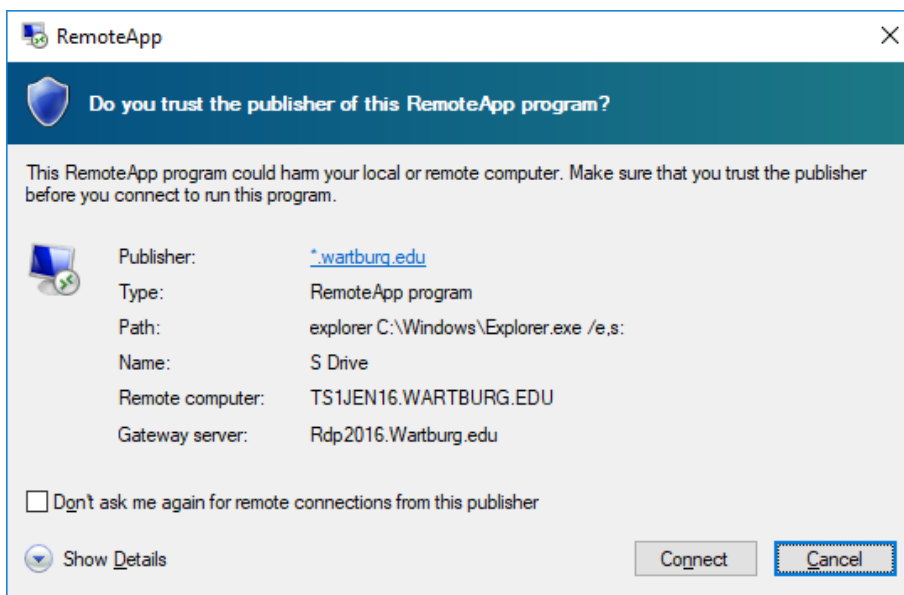


RDWeb 2016 Server

- Use a browser (For Mac users, Chrome and Firefox work better than Safari) and go to: <https://rdp2016.wartburg.edu/rdweb>
- Login with your Wartburg credentials. You will need to put your username in with the following syntax: **wartburg\jane.smith**
- You will see the Microsoft Office products of Excel, PowerPoint, and Word. You will also see the **S Drive** folder.
- If you have access to folders on the Wartburg Shared Drive, you can click on the **S Drive**
- It will then download a file called: cpub-explorer-Wartburg_Rds-CmsRdsh.rdp
- Click on this file to bring up the following window:



- Click on "Connect"
- Re-enter your Wartburg password.
- After it connects, you will see all the folders on the S:\ drive. Click on the folder you have permissions to and use as you would if you were on campus.