

## How to Install & Connect

### To install this software

1. Print this page if you want to use it as a reference when you are offline.
2. Quit any applications that are running, including all Office applications, Microsoft Messenger, and Office Notifications, because they might interfere with installation.
3. Make sure that your computer meets the minimum system requirements.
4. Click **Download**, or click the link for the language version that you want.
5. Follow the instructions on the screen to save the file to your hard disk. If you are using Safari, the downloaded file is saved to the desktop unless you specified a different location in the **Preferences** dialog box of Safari. To check your preferences, on the **Safari** menu, click **Preferences**, and then click **General**.
6. Double-click the file you downloaded in step 5 to place the Remote Desktop Connection volume on your desktop, and then double-click the **Remote Desktop Connection** volume to open it. This step might have been performed for you.
7. In the Remote Desktop Connection volume window, double-click the **Remote Desktop Connection.mpkg** package to start the installation process, and then follow the instructions on the screen.
8. If the installation finishes successfully, you can remove the installer from your hard disk. To remove the installer, first drag the **Remote Desktop Connection** volume to the Trash, and then drag the file that you downloaded to the Trash.

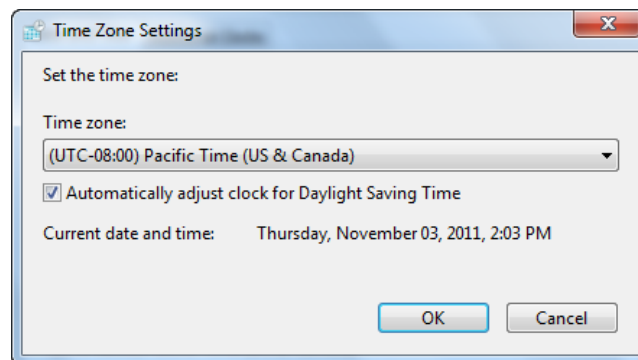
### After you install this software

To learn how to set up Remote Desktop Connection Client for Mac 2 for the first time, open **Remote Desktop Connection**, and then on the **Help** menu, click **Setup Steps**.

### To connect to the ECJ office

Click on either **Apple1** (the old Remote server with Office 2003) or **Apple2** (the new Remote2 with Office 2010). When you are prompted for your user name and password, make certain to type "ecjlaw\" (no quotes) in front of your name (e.g., ecjlaw\jsmith). You only need do this the first time you connect. After this initial login, you can simply input your user name as you do at the office without the "ecjlaw\."

**NOTE:** At present there is an issue with the Date/Time when connecting to Remote2. The time will appear correct in the System Tray, but when you open Outlook, the time stamp will have a 6 to 7 hour difference. There is no resolution at this time. In order to compensate for this, you will need to change the time region in the System Tray. To do this, right-click on the time displayed in the System Tray (bottom right-corner), select "Adjust date/time." Select "Change time zone," and change to Pacific Time.



### To remove this software

To remove Remote Desktop Connection Client for Mac 2, move the Remote Desktop Connection application to the Trash, and then on the **Finder** menu, click **Empty Trash**.