

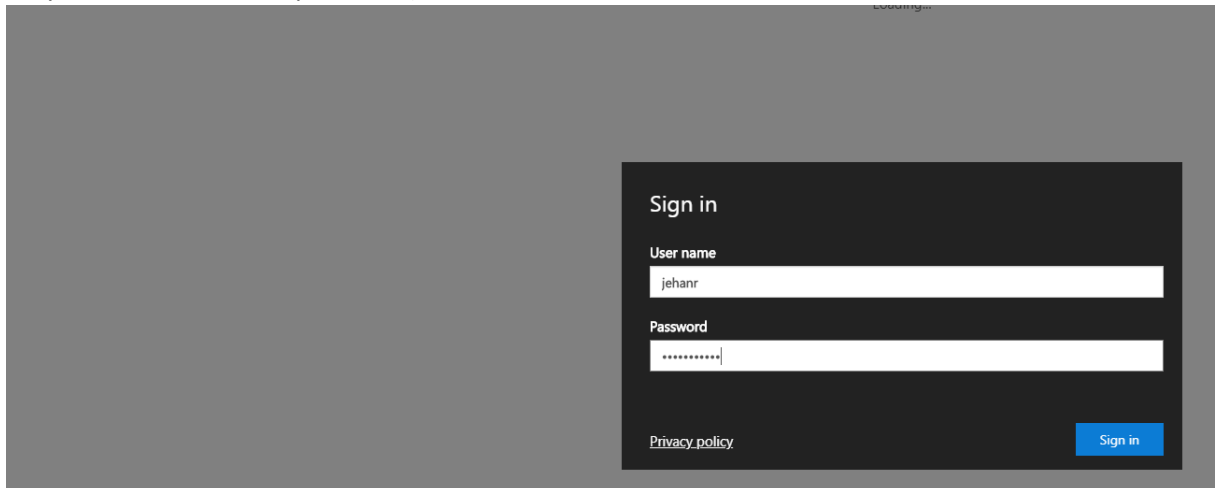
Remote Access for Year 12 and 13

This guide will outline the procedure of accessing the School's PCs remotely, which means you will be able to access your documents from home. This is only available to **Year 12 and 13**, as well as Staff.

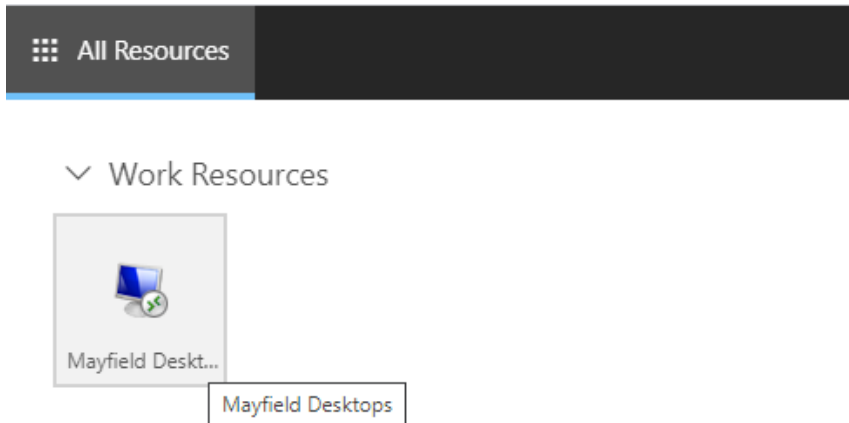
1. Firstly navigate to <https://mayfieldschool.net> and click on **Quick Links > Remote Server**.



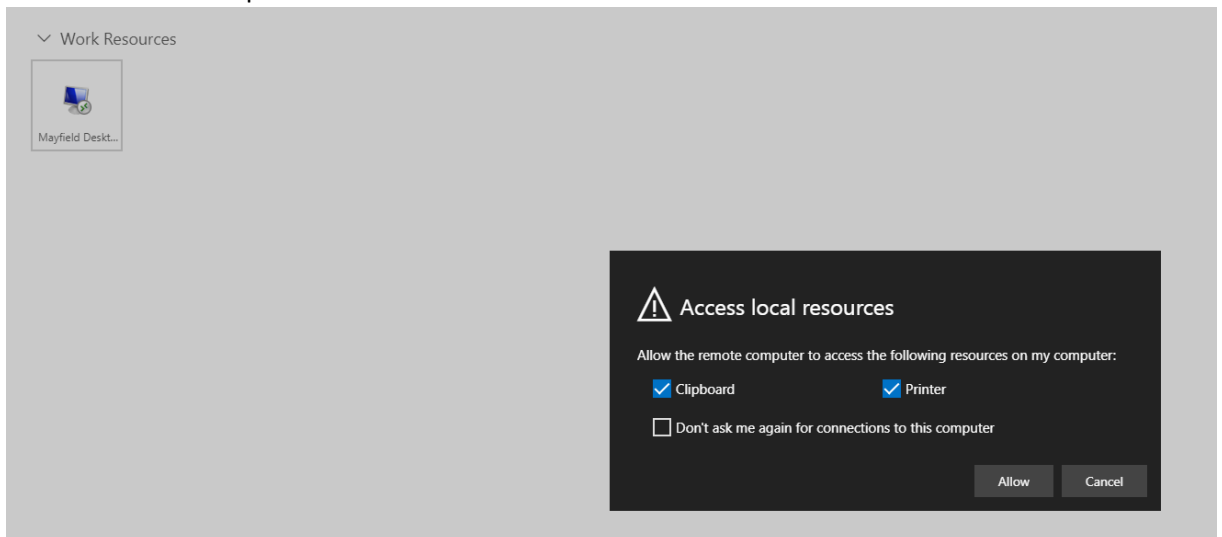
2. Secondly you will be required to enter your credentials on the following page. (this is your Mayfield username and password)



3. You will then need to click the **Mayfield Desktops** icon, as seen in the image below.



4. You should then **allow** access to local resources. This is so you can Copy and Paste, and access the Network printers.



5. You will then be logged in and can search for your documents.