

Setting Up FOUNDATION as a Remote App on a Mac

1. From your desktop, click the spotlight.



2. Search for and open the App Store.



- 3. In the App Store, search for "Microsoft Remote Desktop."
- 4. Click [Install].



5. Open Microsoft Remote Desktop.



Quick Reference Guide



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6. On the Microsoft Remote Desktop window, click on "Remote Resources."

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- 7. In the URL field, enter "https://rds.foundationsoft.com/".
- 8. In the *User name* and *Password* fields, enter the username and password you use to log into the web portal.
- 9. Click [Refresh].
- 10. Close the Remote Resources pane.



FOUNDATION is now available as a remote resource.





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11. In your dock, right-click on the Microsoft Remote Desktop icon and select **Options > Keep in Dock**.



12. Double click on FOUNDATION to begin your session.

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FOUNDATION for Windows*	User ID: Password: Database: OK Cancel				

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13. A new window with a FOUNDATION icon will open. Drag and drop the FOUNDATION icon onto your desktop.

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- **14.** Double click on the FOUNDATION icon.
- **15.** A window will open asking if you trust the publisher of the RemoteApp program. Enable the *Don't Ask me again for remote connections from this publisher* checkbox.
- **16.** Click [Connect].



17. The login window for FOUNDATION will open.

