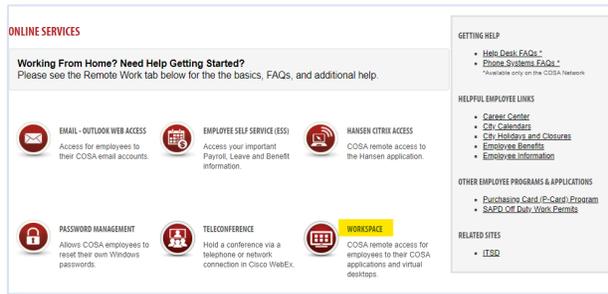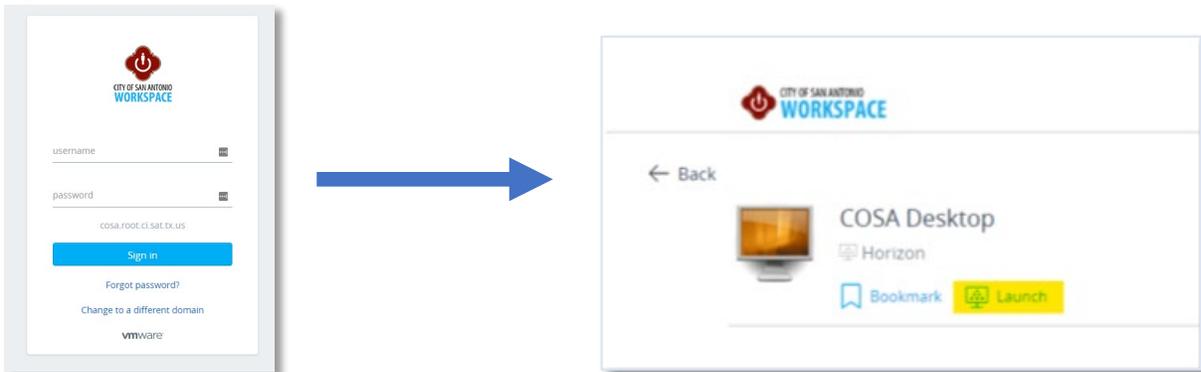# Using Remote Desktop via CoSA Desktop

The City utilizes *Remote Desktop* to remotely connect non-City devices to physical computers connected to the COSA network. If you have *Workspace*, you will access *Remote Desktop* from *COSA Desktop*, but you must first request and be granted access to *Remote Desktop* by submitting a service request to IT.
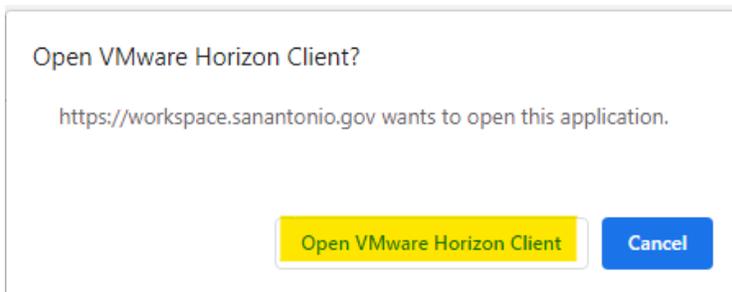
Getting Started

1. Begin on the employee self-service page of the City's website: https://www.sanantonio.gov/easi
2. Click on the *Workspace* tab

3. Log into *Workspace* with your COSA credentials and launch *COSA Desktop*

4. Open *VMware Horizon Client*
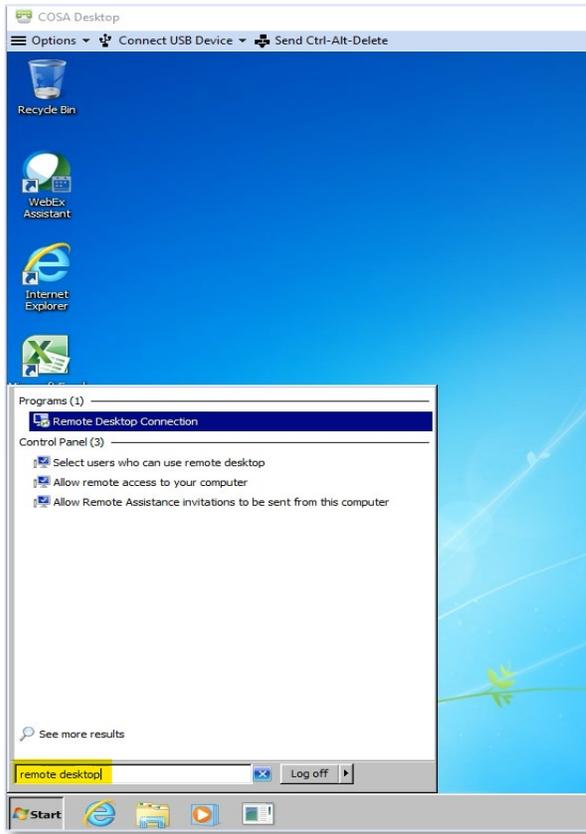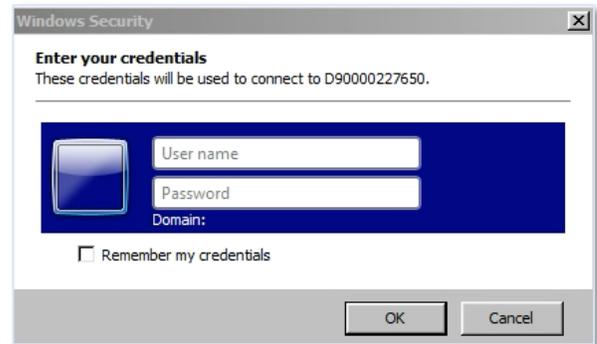
5. From the Start/Command line, search and select *Remote Desktop*

6. Add your Device ID and click Connect. Then enter your City credentials.

You are now able to use your applications just as you would while in the office.