Here are some tips & tricks to facilitate your connection:

1) Before proceeding, check that you are currently connected to the Internet and that this connection is stable. If possible, prefer a wired connection over a Wi-Fi connection.

2) Update Java to the latest version [https://java.com/download](https://java.com/download) and configure as follow:
   - Menu / System preferences
   - Double click on the Java Icon
   - In the “Security” tab, click on “Edit site list”, click on “Add” and enter
     [https://myremote.ec.europa.eu](https://myremote.ec.europa.eu)
   - Validate the screens with “OK”

3) Use the appropriate browser:
   - Apple Safari & Mozilla Firefox are fine
   - Goggle Chrome may not work

4) Check that your browser does not block pop-ups.
   - In Safari, under Security, unselect “Block pop-up windows”
   - If you have to specify a URL, enter : [https://myremote.ec.europa.eu](https://myremote.ec.europa.eu)

5) To connect to the EC, the installation of a “software client” is performed automatically during your first connection.
   If this installation fails, please check that your anti-virus or any other security software does not prevent this installation.
   If so, please deactivate temporarily your security software, connect to the EC and disconnect then reactivate your security software.

Please be aware that:

1) IT Support for private devices can only be provided on a “best effort” basis as each configuration is different and may not react as expected.

2) The Commission couldn’t be held responsible for any damage or loss resulting from the access to the EC network.
1. How to connect?

From the Internet browser, enter the following URL (pay attention to the "s" in "https")

https://myremote.ec.europa.eu

In the “MyRemote Services” page

In the box “I have a **private** device”

Click **"Connect"**

The following pop-up appears to let you **choose the appropriate authentication method**.

If you are not familiar with them, consult the separate documentation “How to authenticate remotely to connect to the EC IT environment”
The first time you connect, you may be prompted to allow Java for this site.

In this case, click on the right arrow

Click on “Trust”

Tick “Do not show this again...” and click on “Run”

Once authenticated, you are redirected to the following webpage.

There are now **several possibilities:**

- You can **connect to any of the web applications** available here (SYSPER, Webmail, etc)

- Or you can click on “ITIC’s Windows 7 Terminal server” if you need to **get access to your network drives and applications** like Outlook, Word, Excel, etc.
2. Extra information if you click on “ITIC’s Windows 7 Terminal server”

At this stage a legal notice is displayed.

**Click on OK** to accept the conditions.

Click on the icon with your login

Enter your Windows password (the one you use to start your computer in the EC)

**Press the <RETURN> key**
or click on the right arrow
After a few minutes, needed to fetch your IT profile, your "Remote Desktop" is displayed with your familiar icons.

**Note that:**

- Your Outlook environment is ready (with your personal folders, your functional mailboxes if you use some, SECEM if you have it)
- The network drives are available (H, O, P, U, etc.)
- Regarding applications:
  * Corporate applications are available
  * Virtual applications are available
  * Applications that were installed locally on your EC computer are NOT available

When you have finished:
- Open the start menu
- Click on "Log off"
3. How to disconnect properly?

Why is it so important to disconnect properly?

If you left your computer unattended with a session still open, you are accountable for everything that is done using your credentials (token and/or login).

Back to this screen it's very important to **Click on "Sign Out"**

Wait for this screen to appear (confirming that your session has been terminated).

Close your **Internet browser completely** by closing the browser window (closing your current tab is not enough).

When in doubt, shutdown the computer.