

# Spalding Academy IT Services

## Remote Access via Mobile Device APP



To access the Academy's Remote Access from mobile devices including Android, iOS, Tablets etc., follow these simple steps. **Please note you MUST have your device protected via an authentication method i.e PIN, Fingerprint or Password before setting this up.**

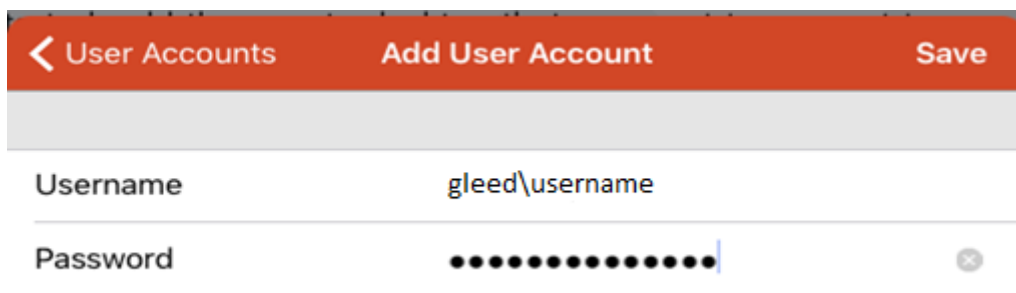
1. Install the [Microsoft Remote Desktop](#) app from the Google Play Store/iOS App Store



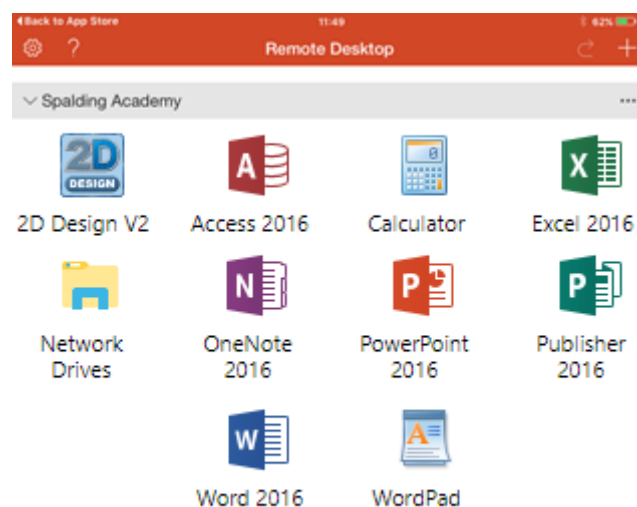
2. Once the app has downloaded and installed, open up the app.
3. Tap on the '+' symbol on the top right and select **Remote Resources / Remote Resource Feed**, depending on your device
4. Click on the email address or web feed URL and enter the following exactly as shown:

**<https://remote.spaldingacademy.org.uk/RDWeb/Feed/WebFeed.aspx>**

5. Click on the username field and enter your network credentials including **gleed\** before your username.



6. Once entered, click on SAVE, or FIND FEED depending on your device
7. Providing you have entered valid credentials, you should then see all the available apps.



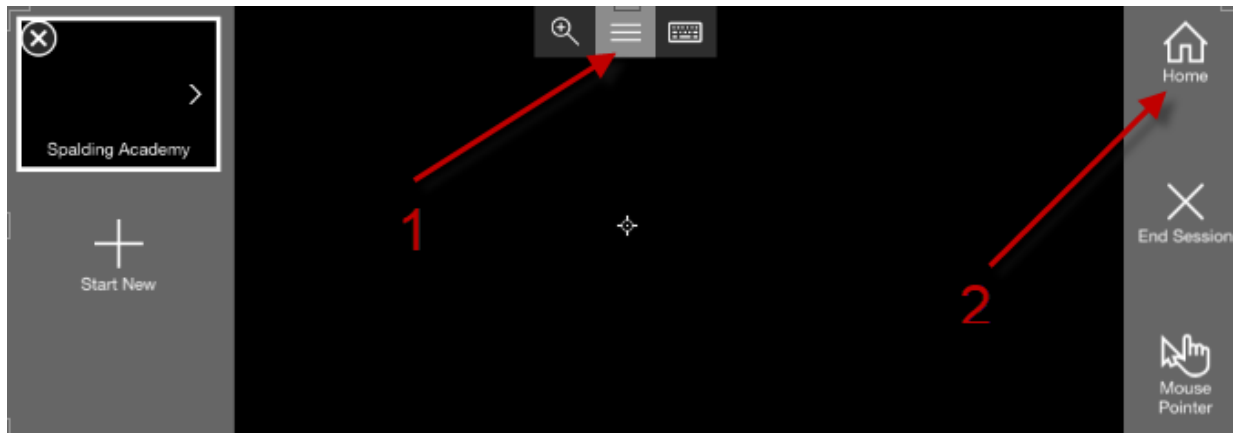
You can then launch 'Network Drives' and open any documents in the full version of word as you would in school.

# Spalding Academy IT Services

## Remote Access via Mobile Device APP



On Some devices, when closing the application, you may end up with a blank screen. To get back to the main screen, use the menu button located at the top of the screen, then select 'HOME'



If you have any questions regarding the service, please contact the IT Department.