How to Set up Remote Desktop on Mac Computers to Connect to Your NetClient Portal

To use Remote Desktop on a Mac computer, you need to install it and connect it to your Azure ID.
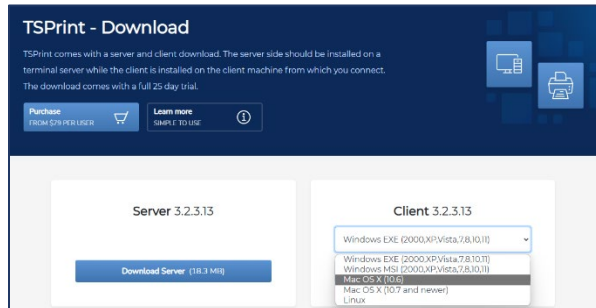
1. Download and install the [Microsoft Remote Desktop client](#) from the Mac App Store.

2. Open Microsoft Remote Desktop on your device.

3. In the Connection Center select +, then select Add Workspace.

4. In the Email or Workspace URL field, enter this URL: https://rdweb.wvd.microsoft.com

   After a few seconds, the message *"A workspace is associated with this URL"* will appear.

5. Select Add.

6. Enter your Azure ID (example: janesmith@gmail.com).

> Your Azure ID is the email address you currently use to login to your portal.

7. You'll be taken to the Thomson Reuters sign-in page. Sign in with your Thomson Reuters account.

8. The Remote Desktop workspace will display your Virtual Office CS applications for you to access.

9. To print and scan with your Virtual Office CS and Software as a Service (SaaS) applications, download and install the TerminalWorks client files.

   - TS Print: [Download the TerminalWorks TSPrint client](#). Use the Client dropdown to select your Mac OS version, then select Download Client.

   - TS Scan: [Download the TerminalWorks TSScan client](#). Use the Client dropdown to select your Mac OS version, then select Download Client.

BEWARE!

Download the **Client** app **NOT** the Server app.

Select your device's current operating system.