

# Log Me In

Use your school computer remotely from home.

HOW to get set up:

1. Sitting at your school computer, go to [www.logmein.com](http://www.logmein.com) and sign up for an account. When presented with a choice, you want “log me in access, management and networking” NOT “log me in remote rescue”
  - a. You will sign up for an account. You will download the software to the computer.
  - b. Keep record of BOTH passwords that you create – one for your account and the other for your specific computer.
2. Leave your computer ON when you leave for the day only if you will be using it that night. Please don't make it common practice and just leave it on all the time.
  - a. Also, you can use the program to shut down your computer when you are done...make this a habit to keep our energy savings going!
3. At any computer with internet access, go back to logmein.com and sign in. You will be able to click on your computer and control it remotely

What it IS	What it ISN'T
Log in and use your computer from anywhere	Transfer files you used at school to your home computer and back to your school computer (unless you pay money)
PRINT to school printers from home!	Files can't be on the computer you are using – they have to be on your school computer
Use programs you have on your school computer	
Sometimes a little hard to read on computer screens	

A few TIPS:

- The button on your keyboard to remember: F11. Use it after you get logged in and you can switch Internet Explorer to full screen mode. This gives you extra screen space and you can read your school computer screen better. F11 also returns the screen to regular mode.
- You can also make more space on the screen by hiding the left panel options. Click the tiny left arrow.
- If the computer you are sitting at is idle too long, it will time out the connection. This is OK, it will just ask you to log back in to the network on the school computer when you reconnect.
- Over a weekend, Beth occasionally forces all computers to shut down so she can run updates. Just be aware of this.
- If you absolutely need to use a file on the computer you are using instead of your school computer, you CAN use email ON your school computer to send it to yourself on your home computer.