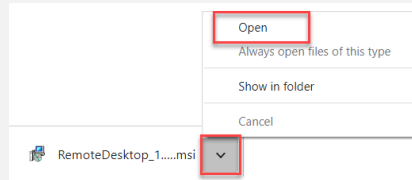


## Accessing Remote Desktop on a Personal Computer

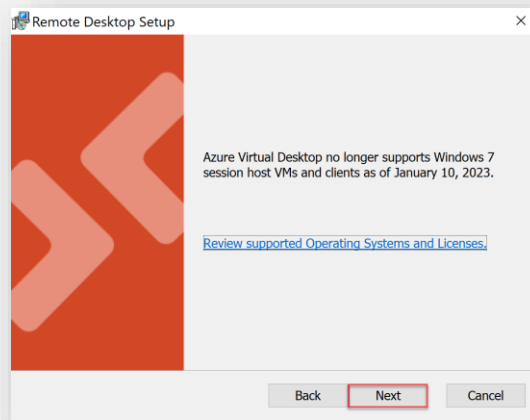
Follow the steps below to download the remote desktop on a non-supreme computer.

1. Use the link below to access the remote desktop setup. Select **Open**.

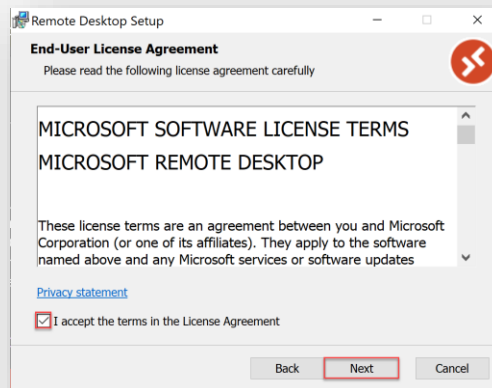
[Remote Desktop Download](#)



2. Select **Next**.

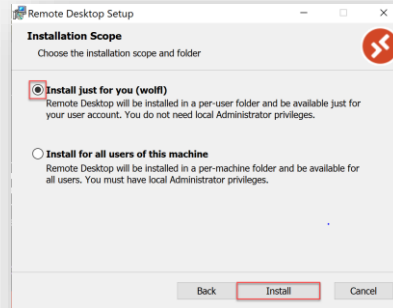


3. Check the box to agree to the terms and conditions and select **Next**.



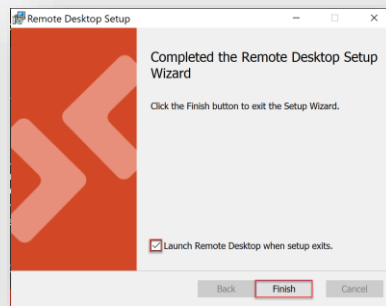
# Accessing Remote Desktop on a Personal Computer

4. Choose the top option for “Install for you (wolfi)” and select **Install**.

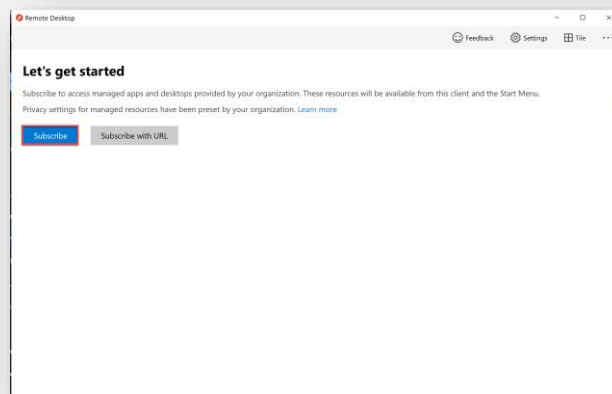


5. Select **Finish**.

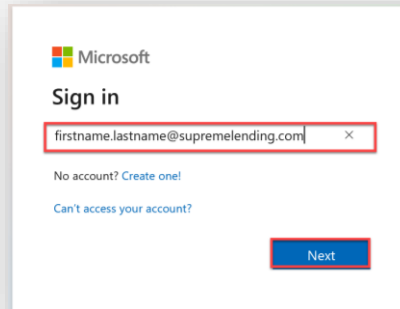
- Check the box next to “**Launch Remote Desktop when setup exits**” if you want the desktop to launch immediately.



6. Select the blue **subscribe** button.

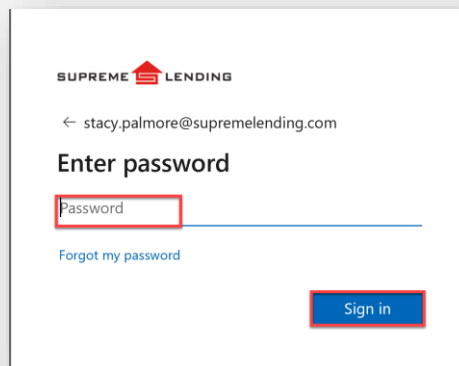


7. Enter your Supreme Lending email and press **Next**.



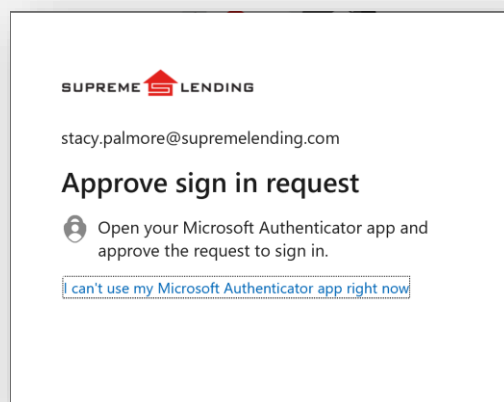
A screenshot of the Microsoft sign-in interface. At the top left is the Microsoft logo. Below it, the text "Sign in" is displayed. A text input field contains the email address "firstname.lastname@supremelending.com" and has a small "x" icon to its right. Below the input field are two links: "No account? Create one!" and "Can't access your account?". At the bottom right is a blue button labeled "Next".

8. Enter your Supreme Lending password and select **Sign in**.



A screenshot of the Supreme Lending password entry screen. At the top is the "SUPREME LENDING" logo. Below it is a back arrow and the email address "stacy.palmore@supremelending.com". The main heading is "Enter password". A text input field labeled "Password" is shown with a red border. Below the input field is a link that says "Forgot my password". At the bottom right is a blue button labeled "Sign in".

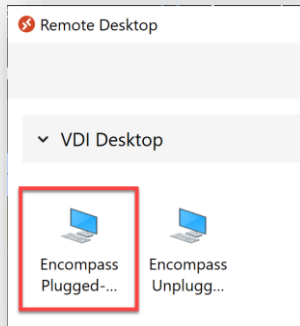
9. Approve your login via the Microsoft Authenticator app on your phone.



A screenshot of the Supreme Lending "Approve sign in request" screen. At the top is the "SUPREME LENDING" logo. Below it is the email address "stacy.palmore@supremelending.com". The main heading is "Approve sign in request". Below the heading is a lock icon followed by the text "Open your Microsoft Authenticator app and approve the request to sign in." At the bottom is a link that says "I can't use my Microsoft Authenticator app right now".

# Accessing Remote Desktop on a Personal Computer

10. Select the **Encompass Plugged-In** desktop icon to launch the Remote Desktop.



## Revision Log

Version	Date	Author(s)	Material Change?	Revision Details
1.0	01/27/2023	Training Department	N/A	Initial Publication