

How to Connect to the SPSS Server on a PC

What is Remote Desktop?

Remote Desktop allows multiple users to access a remote computer or server as if they were sitting in front of it. This allows students who cannot access on campus lab resources or install applications on their home computers to have full access to the applications needed to complete course work.

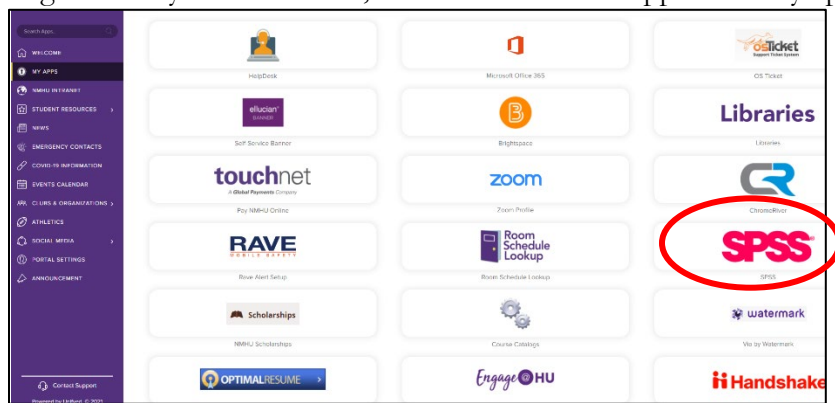
The programs available through HUSPSS server include; IBM SPSS Statistics 26, Microsoft Office 2016, Microsoft Visio 2016, and Microsoft Project 2016.

Connecting to the HUSPSS Server

- You will need your NMHU username and password in order to log in to the HUSPSS server.
- PCs with the Windows 10 Operating System have Remote Desktop installed on them by default.
 - NOTE: Previous versions of Windows do not meet the minimum requirements for accessing the SPSS server.
- Mac users should refer to the Mac user Instructions.

If you need further assistance please contact the ITS Help Desk at 505.426.2215 or email us at itshelpdesk@nmhu.edu

1. Log in the MyNMHU Portal, and Select the SPSS app under MyApps



2. You will be redirected to the <https://huspss1.nmhu.edu/RDWeb> home page.
3. Enter your NMHU username in the format below; after keying in your NMHU password select **Sign In**. Student and Faculty/Staff username format examples below.

NOTE: you do NOT need the "<>" when entering your username.

Domain/user name:	<input type="text" value="students/username"/>
Password:	<input type="password"/>
<hr/>	
Security	
Warning: By logging in to this web page, you confirm that this computer complies with your organization's security policy.	
<input type="button" value="Sign in"/>	

Student Login

Domain/User Name: students/NMHU Username

Password: NMHU Password

Domain\user name: nmhu.edu\username

Password:

Security

Warning: By logging in to this web page, you confirm that this computer complies with your organization's security policy.

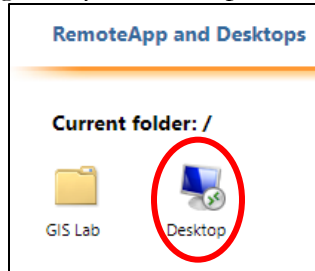
Sign in

Faculty/Staff Login

Domain/User Name: nmhu.edu/NMHU Username

Password: NMHU Password

4. Once logged in you will be presented with a web page with the Desktop button. Click the desktop icon.

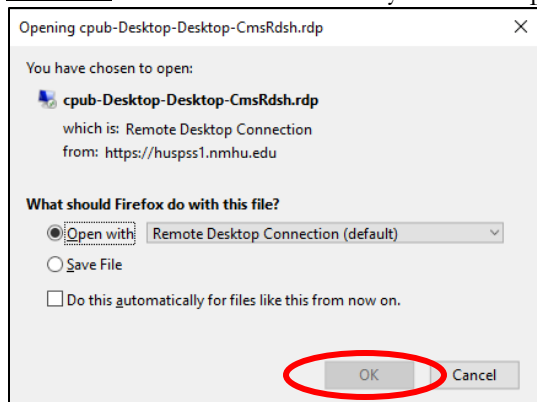


Click on **Desktop Icon**, which will be displayed after Login.

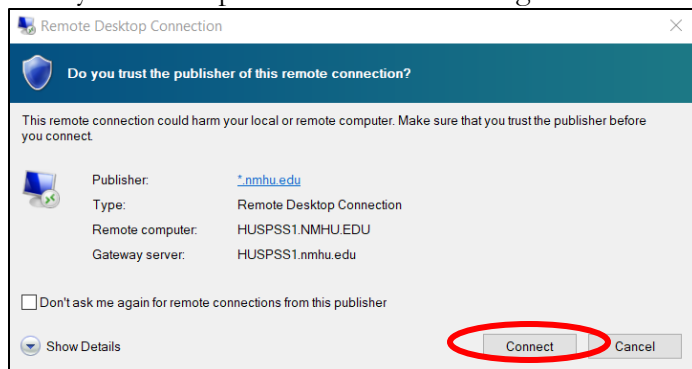
Microsoft Edge: In the case of the MS Edge browser you will now be presented with a prompt at the bottom of the browser window with what you want to do with the cpub-Desktop-Desktop-CmsRdsh.rdp file. Select Open.



Firefox: In the case of Firefox you will be presented with the window below; select **OK**.



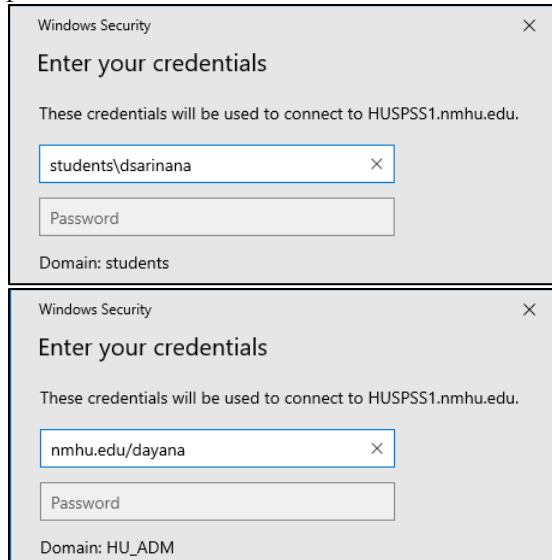
5. Next you will be presented with the dialog box below. Select **CONNECT**.



6. You will now be presented with a Windows Security dialog box below.

Students: Enter your students\username and your password and click **OK**.

Faulty/Staff: If you are logging in as a Faculty or Staff enter your username nmhu.edu\username and your password and click **OK**.



Student Login

Domain/User Name: students/NMHU Username

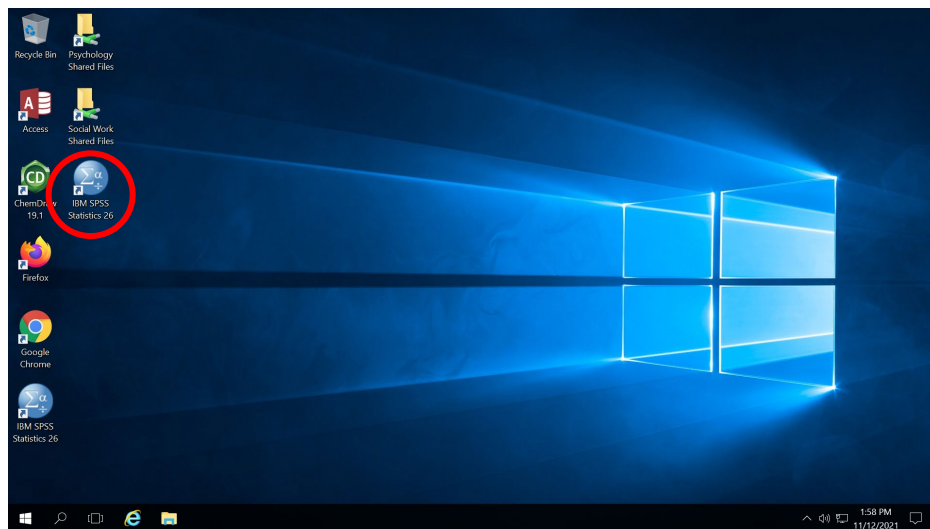
Password: NMHU Password

Faculty/Staff Login

Domain/User Name: nmhu.edu/NMHU Username

Password: NMHU Password

7. You will now be logged in the SPSS server. A shortcut for SPSS 26 is located on the desktop.



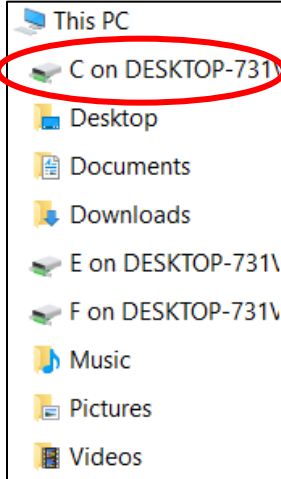
Accessing Your Local Drives in SPSS

1. To access your local (drives on your computer) click on the File Explorer icon on the taskbar.



Click on the File Icon on the bottom left.

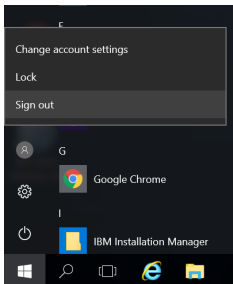
2. With File Explorer open your local computer drives should be located in the left hand pane under **This PC** listed as C on <your computer name>



To access your files from your computer, select the C Drive.

How to Log Off SPSS

1. To log off of the server click the start button on the bottom left corner and click on the user icon on the top of the left-hand options and select Sign out.



Select the Start Button

Select the User Icon.

Select the Sign Out option.

Restrictions

Sessions disconnected for more than 30 minutes are force logged out.

- Sessions have a 3-hour limit. You must log back on after 3 hours.
- Sessions idle for more than an hour are force logged out.

Usage Tips

Be sure to log off the server instead of just Disconnecting or closing the Remote Desktop Window. This frees up resources for other users.

- Close programs and windows that you are not actively using to conserve resources.