How to Connect to the SPSS Server (HUSPSS1) Using Remote Desktop Web on a MAC and Chromebook

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.

If you need further assistance please contact the ITS Help Desk at 505.426.2215 or email us at itshelpdesk@nmhu.edu
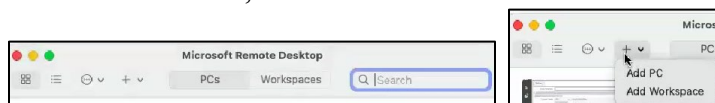
STEP 1
MAC and CHROMEBOOK USERS: Before starting the process to access SPSS, you **will** need to download Remote Desktop from the Apple App Store.
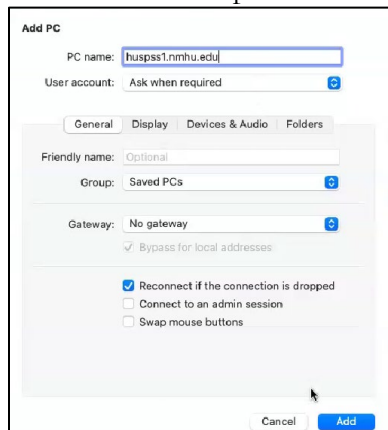
 Microsoft Remote Desktop

Download Remote Desktop from the Apple App Store

1. Once installed open the application.
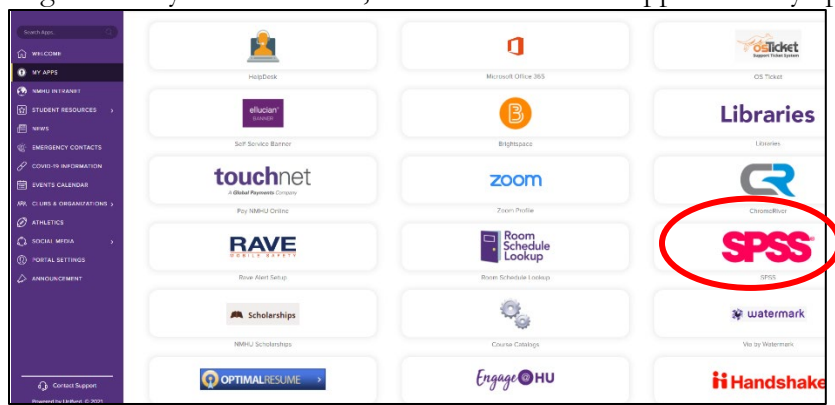2. Select the "+" icon, and select "Add PC"

3. You will enter huspss1.nmhu.edu as the PC Name, and select "Add"

4. This will add the SPSS Pc to your Remote Desktop Dashboard, this is **not** the last step for access SPSS. Now we need to log in to the MyNMHU Portal.

STEP 2

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.

Student Login

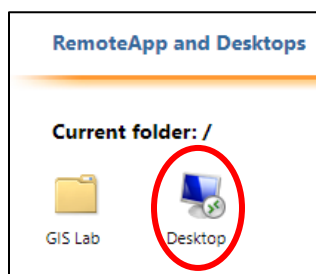Domain/User Name: students/NMHU Username

Password: NMHU Password

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.
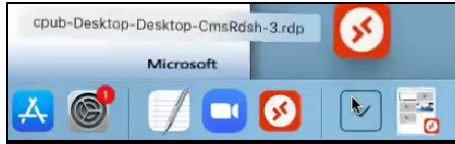

Click on **Desktop Icon,** which will be displayed after Login.

5. An install will begin.

6. Once the install begins, go to your downloads and open the application.

    NOTE for CHROMEBOOK USERS ONLY: You will need to change the default to open the application in Remote Desktop.

    >   To do so open your Downloads, select the download and select the "Open" at the top and select Remote Desktop, make this you default setting.

7. Once you open the download you will see that your computer is connecting to huspps1.nmhu.edu

8. You will be prompt to enter for the domain/user and password

Student Login

Domain/User Name: students/NMHU Username

Password: NMHU Password
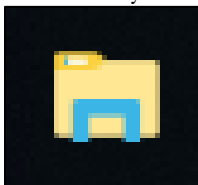

Faculty/Staff Login

Domain/User Name: nmhu.edu/NMHU Username

Password: NMHU Password

NOTE: Once you have accessed SPSS it will be accessible though the Remote Desktop Application, and you will not need to log into the MyNMHU Portal to access. You will still be prompted for credentials.
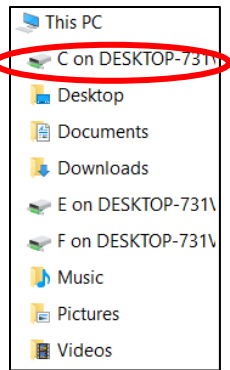
Accessing Your Local Drives in SPSS

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

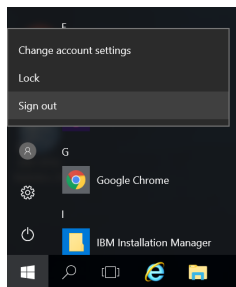Click on the File Icon on the bottom left.

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>

Select This PC
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.