


How to add the G4 Library Remote Desktop Connection

Making this connection does require administrative permission to allow the addition of the Terminal Service Remote Desktop Connection to be added to the library staff computer Desktop.

- **Step 1 - Add new RDP user logons**
 - Repeat this procedure for all computer sign-on accounts and for all physical computers at site that are setup to access G4. This can be accomplished in two ways; the following procedure can be added to each library program users' desktop or a completed desktop connection once setup can be copied to the All Users Network folder or the connection can be copied to any individual network user's desktop folder.
- **Library Remote Desktop set-up information for Windows 10 computers**



- How to create this Start Icon is simple, Windows 10 computer Desktops allow a user to click upon  this desktop Window and begin typing RDP, windows will open an access screen showing the Remote Desktop Connection Desktop App.

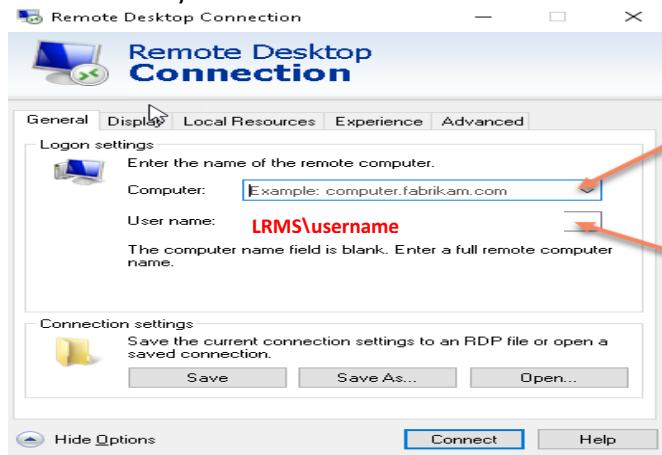


add the g4library.com as the computer name

Open this option

Setup the "General Tab"

Modify as directed



add g4library.com here

add the proprietary User name that was provided by LRMS here.

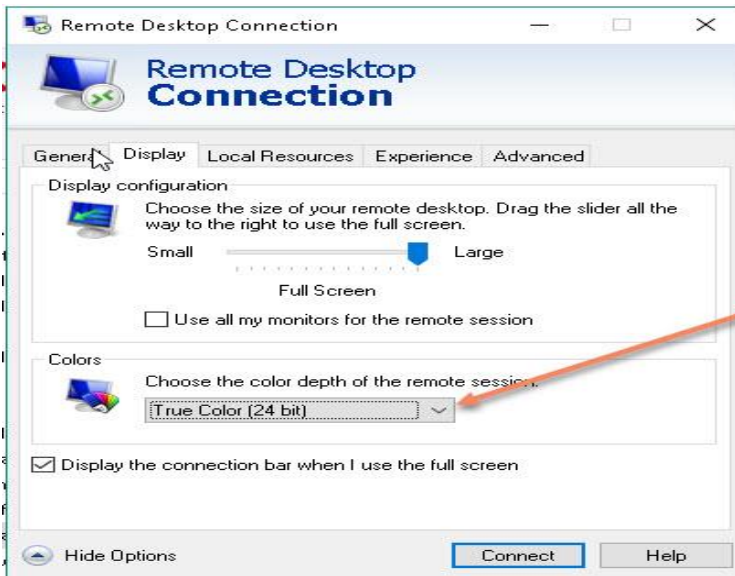
- **Modifying the Start Icon:** To Edit the Icon simply do a Right Click (you will need administrative Permission to do so, if modifying this connection see the note regarding Username and Password).



Step 2 Set up Option Tabs

Setup the “Display Tab”

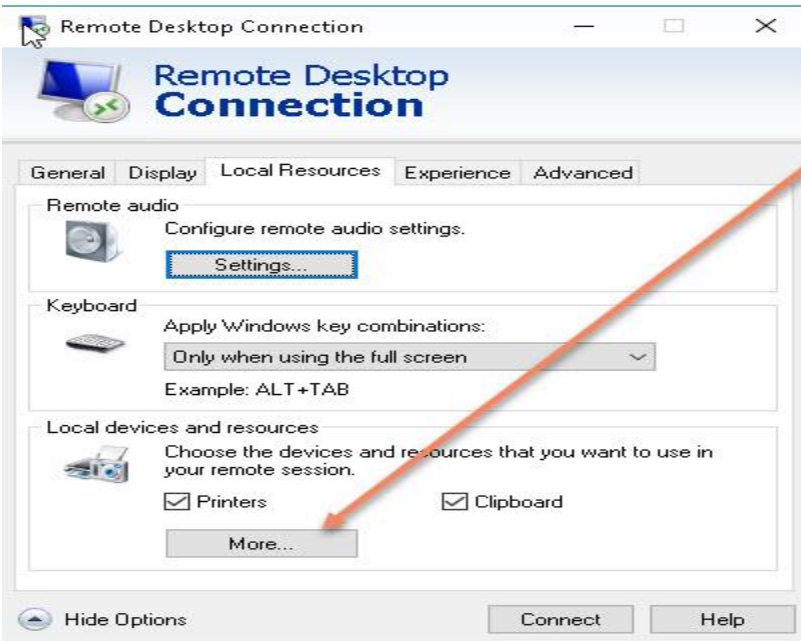
Create as shown



Set to 24 Or 32 bit

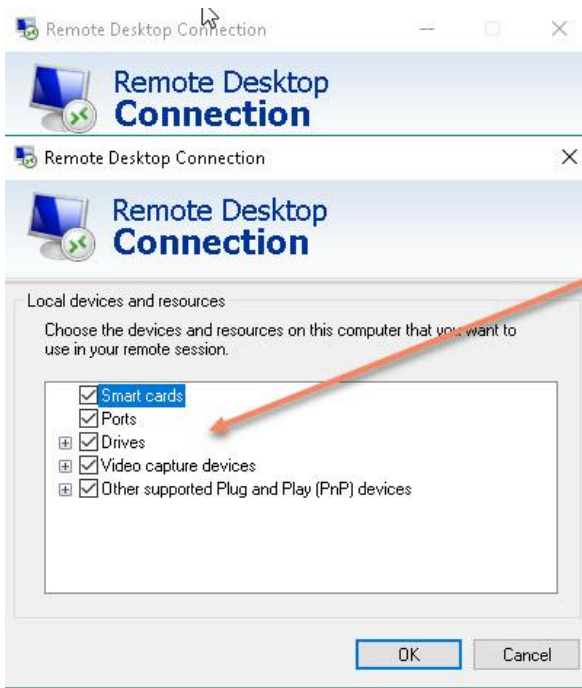
Setup the “Local Resources Tab”

Create as shown



Change only the More button Option

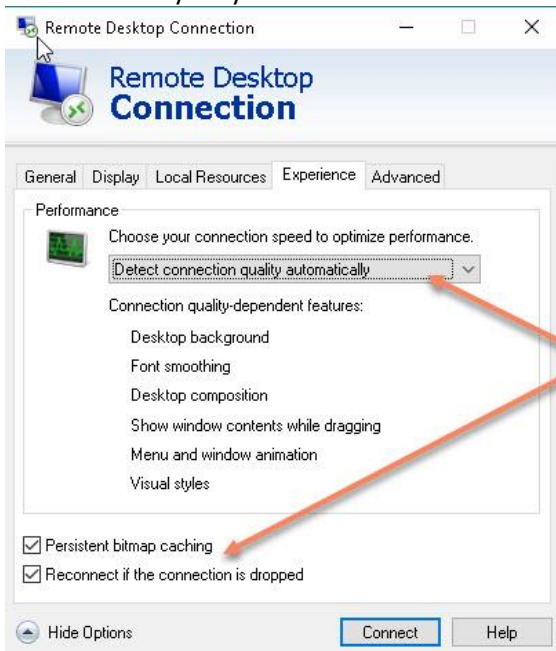
Setup the “More button”



Select all shown by placing a Chk mark in each option box, and click OK when done.

Review the “Experience Tab”

Modify only as directed here.

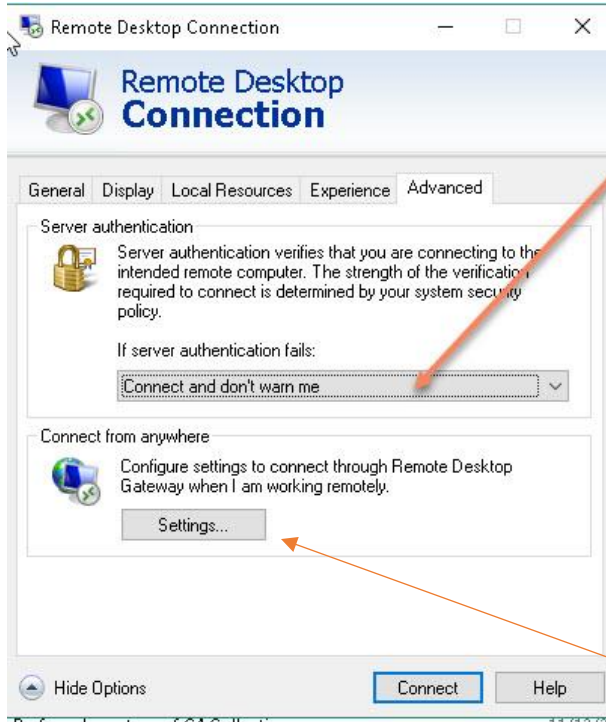


For best results use Detect connection quality automatically, accept the defaults as shown.



Setup the "Advanced Tab"

Modify only as directed here.



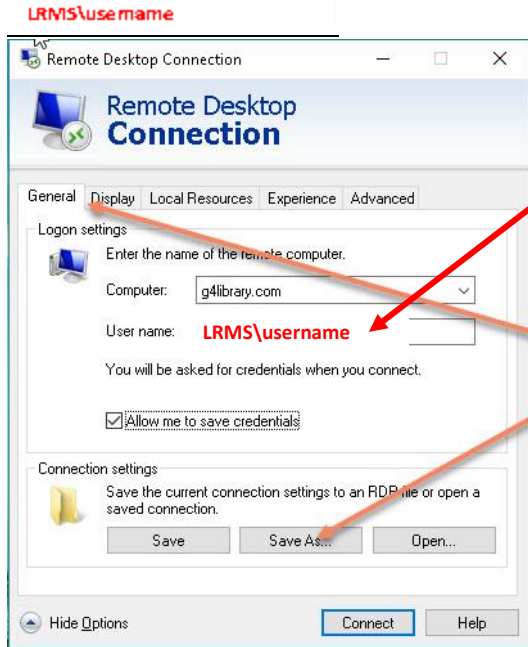
Select Connect don't warn me for this option, make no other change.

Return to the General Tab and save this RDP connection to the Desktop.

Open Settings and select Do not use an RD Gateway server

General Tab – SAVE AS to Desktop





NOTE: When adding the User name will require the addition of the domain name in front of the provided User name.
Example: **LRMS\user name**

To SAVE this Start Icon return to the General Tab.

Select "Save As" to the users Desktop as G4 Library System

NOTE: When multiple Network Users will require access Copy this icon to their user's folder and recheck all settings.

Next: PRINTING:

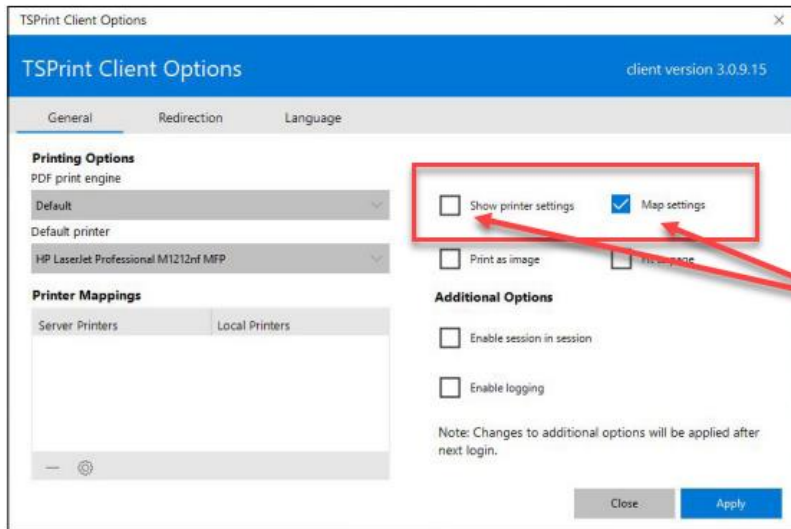
Add the TSPrint software to activate printing services over the Remote Desktop Connection.

Click the link below to download from the LRMS website:

[TSPRINT software link](#)

TSPrint for Windows PDF Instructions (See Pages 4 & 5)

We recommend these additional settings



LRMS Recommends activating both of these options:
~ Show Printer Settings
~ Map settings



Next: Label Printing

Add the Code 39 Barcode font from the LRMS Website to allow the printing of Barcode labels. G4 requires the use of this font in the printing of Collection and Dummy Labels click the link below to load this font.

[G4/G3 - 3 of 9 Barcode Font Download](#)

Should you have any questions please contact our support team for assistance at 877-700-5767 or email support@lrms.com