How to move files from a MAC to File Explorer on RDP Desktop

Start your RDP app, and select the little pencil to edit connection details.





Select "Local Preferences".

Hit the "+" sign.



Once it opens, select the folder you would like to sync with your RDP desktop, and hit "Open".





Be sure to mark the check boxes for "Smart Cards" and "Clipboard", then hit "Save".



It will now be in your list of available folders.

*Note, it could also look like this, in which case you'll check the "Redirect folders" box, and go to the Devices & Audio tab to find the "Smart Cards" and "Clipboard" boxes.

| User account: | rdpcentral1.eastus.cloudapp.azure.com | | |
|-------------------|---------------------------------------|-------------------------|--------------|
| General | Display | Devices & Audio | Folders |
| hoose the folders | s that you war | nt to access in the rem | ote session. |
| Name | Path | | Read-only |
| Client documen | t., /Users/ | 0oc | u |
| | | | |
| | | | |
| | | | |
| | | | |



Start your RDP app and open up the RDP desktop's File Explorer.

You should now have access to the desired folder. This folder will continue to sync with the same folder on your Mac OS.



Please contact your PIMSY Support person if you have any questions.

877.334.8512 ext 3 support@pimsyehr.com

Thank you for using PIMSY!