

Opening and Saving Files using Minitab in Remote Applications using Macintosh

When using SU Remote Applications, the application accesses your P drive by default. But there may be some instances where you need to save a file to your own computer, such as to upload a file to MyClasses, or open a file saved on your computer. This guide covers how to work with your computer's local drive using Minitab.

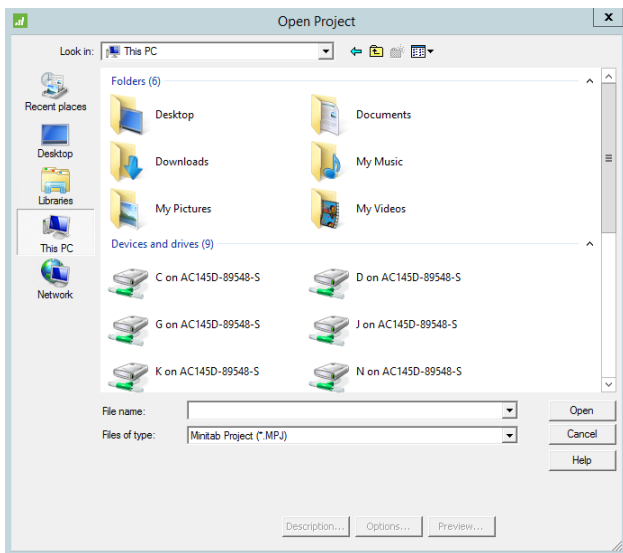
P Drive vs. Local drive in SU Remote Applications

In SU Remote Applications, when you go to open or save a file, your Desktop, Documents, Downloads and other default folders are actually on your P drive, not on your computer. In other words, the Desktop folder is actually a folder in your P drive called P:\<username>\Desktop. These are created for you the first time you use SU Remote Applications.

To access your computer's hard drive and its Desktop, Documents and other folders, you'll need to change the location you're looking in. In most cases, it's going to be "home on computername.local", where "computername" is your Mac's computer name.

Opening and saving a file from your P drive

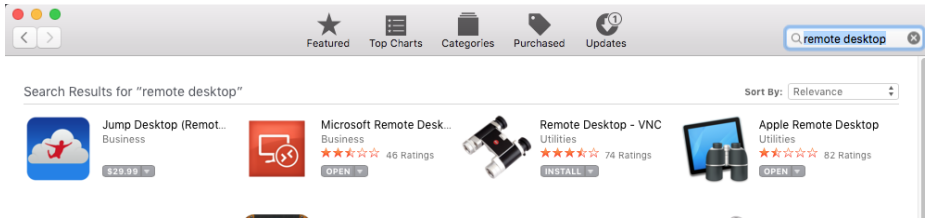
By default, SU Remote Applications open from the folders created on your P drive. To work from your P drive, simply open or save your files to any of the default locations (Documents by default). The image below shows the default folders available on your P drive as folders under "This PC" such as Desktop, Documents, Downloads and My Music. The Devices and Drives section below that show the hard drive(s) that are available on your local computer.



Setting up Remote Applications to use your local drive

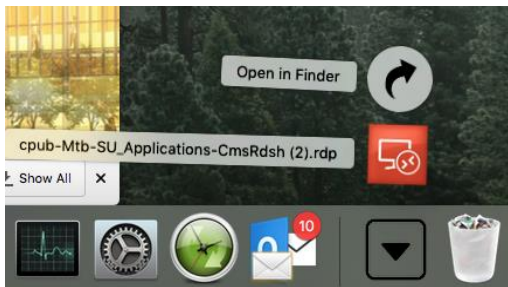
Mac users may require a little more setup in order to be able to open and save to your local folders.

First, you should have already downloaded the Microsoft Remote Desktop Application from the App Store. If not, go to the App Store and search for remote desktop in the search box.

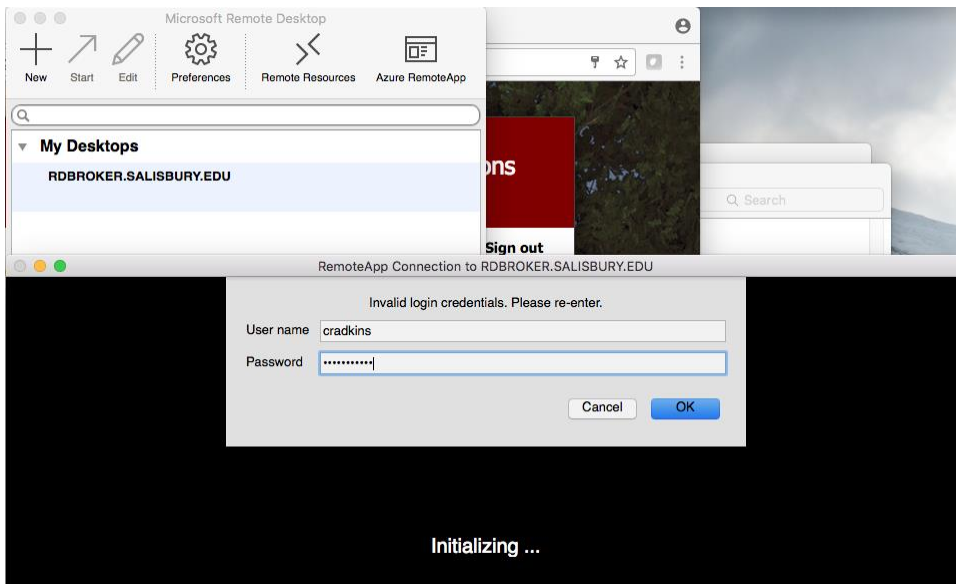


Microsoft Remote Desktop should appear as the second option to download and will be an orange icon with a monitor. Download and install this application.

Next, navigate to <https://remoteapp.salisbury.edu/RDWeb/Pages/en-US/login.aspx>, sign in with your SU e-mail address and launch Minitab. It will then place a remote desktop file in your downloads; select and open that file.

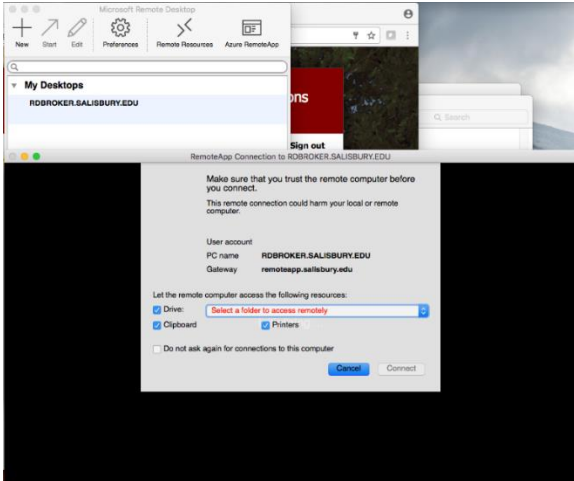


After opening the remote desktop file, you will be prompted to enter in your SU username and password:

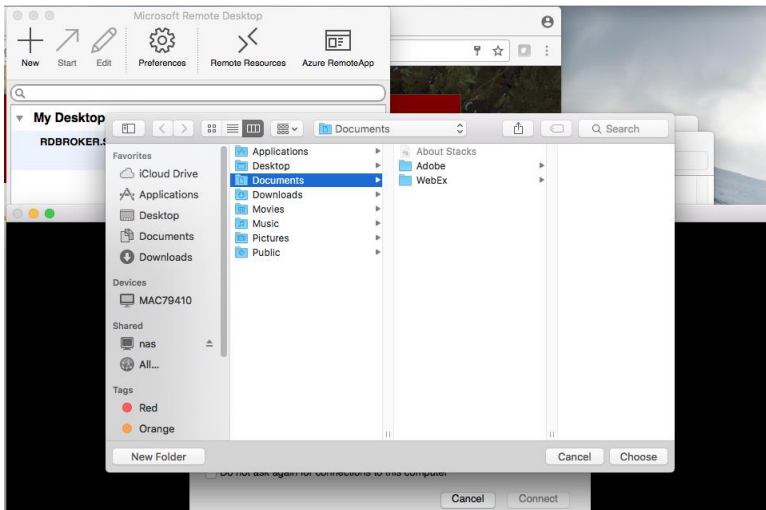


In most cases, you will see a screen like this one pop up when you start an application in the Remote Desktop app:

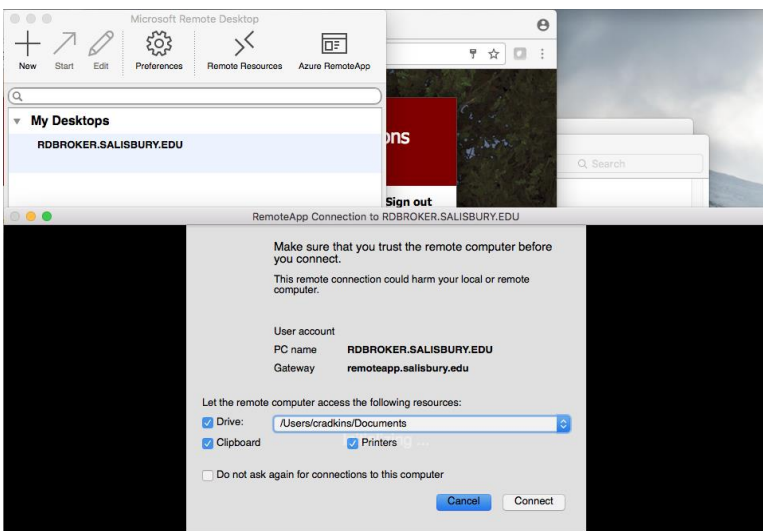
Opening and Saving Files using Minitab in SU Remote Applications - Mac



If so, in the drop-down for Drive: select the Browse option and then find your Documents folder under /Users/<username>/Documents, then select Choose.



After you've chosen the Documents folder, click on Connect.

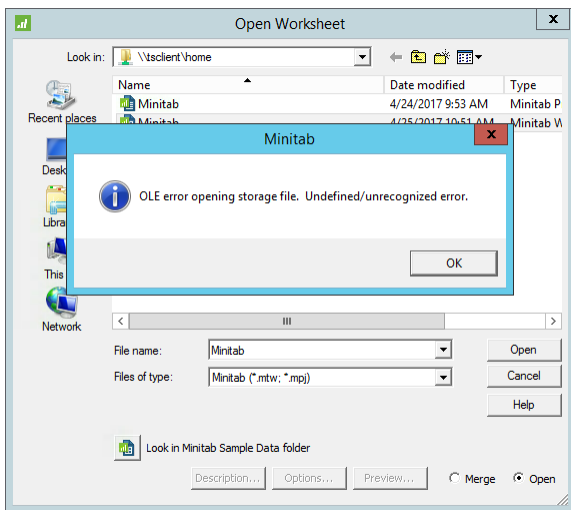


This will allow SU Remote Applications to show your local drives in your Open and Save options as “home on computername.local”, where “computername” is your Mac’s computer name.

Note that in order to access your local file in applications that you’ve opened through SU Remote Applications, you’ll need to move or copy them to your local Documents folder.

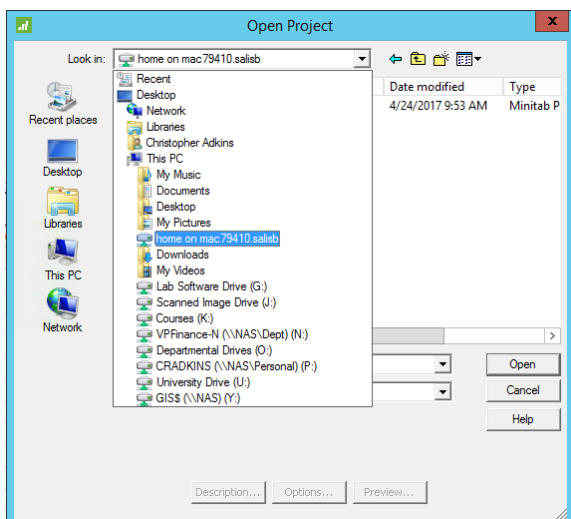
Opening a file from your local drive

Due to a known bug in the Microsoft Remote Applications program, even though you have set up SU Remote Applications to use your local Documents folder, Minitab still won’t open the file from the local drive. When you attempt to do so, you get an error:

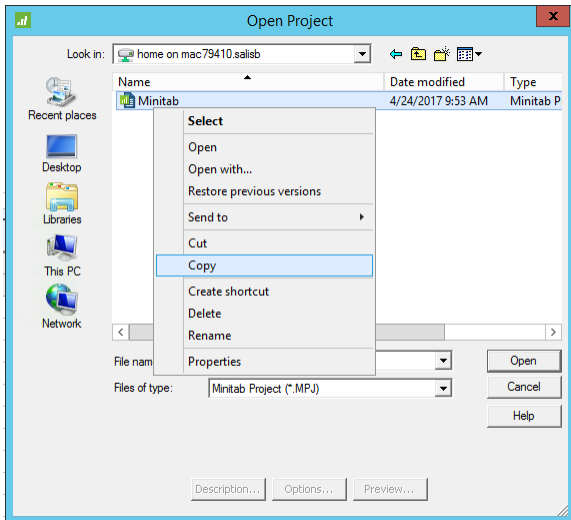


In order to open files saved to your local computer, you’ll need to use a work around fix by copying your file from your local drive to your P drive through Minitab’s Open Project or Open Workbook dialog box.

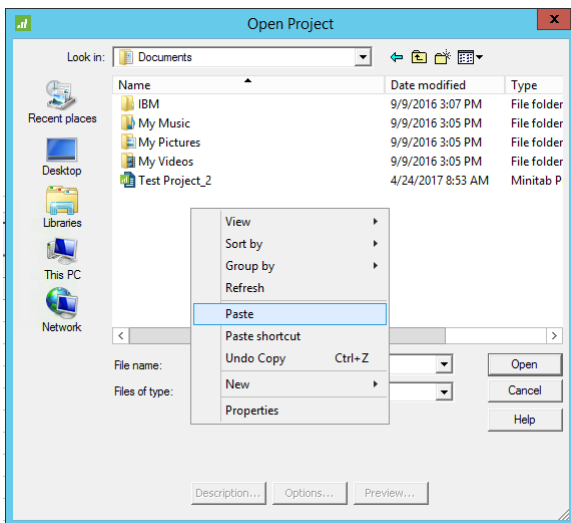
Once Minitab has launched, to open a file on your local mac hard drive select File > Open Project... or Open Workbook... The open menu will then open, click on the drop down menu at the top of the screen where it says Look in. Your local mac will show up in your open option as home on computername.local, where computername is the name of your Mac.



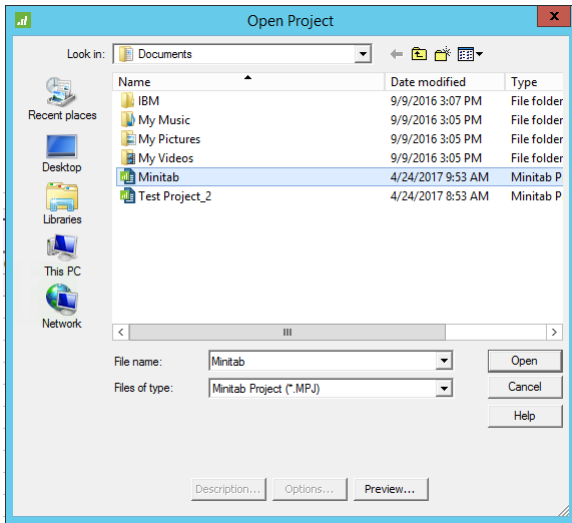
Choosing home on computername.local will look for files to open in the Documents folder you chose when the app opened. Select the file you wish to open, and press Command + C to copy the file. You can also right-click and choose Copy to copy the file. You'll get the OLE error message shown above when you do so... just click OK to dismiss it. This may happen twice.



Next, click the *Look in:* drop down and select Documents under This PC. Then press Command + V to paste the file, or right-click anywhere in that window and choose Paste.

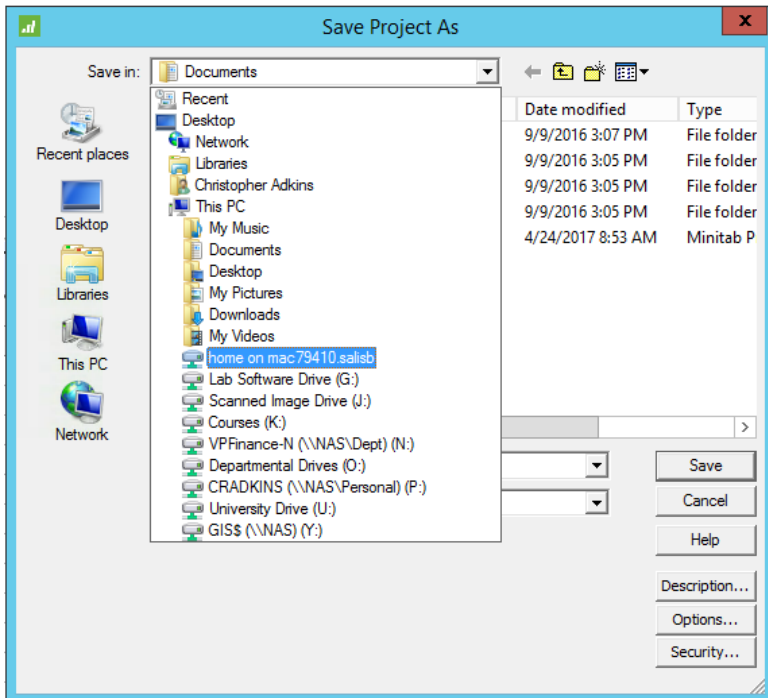


Your document will be copied to your Documents folder on your P drive and can now be opened by choosing Documents from the *Look in:* drop down, selecting your file and clicking Open.

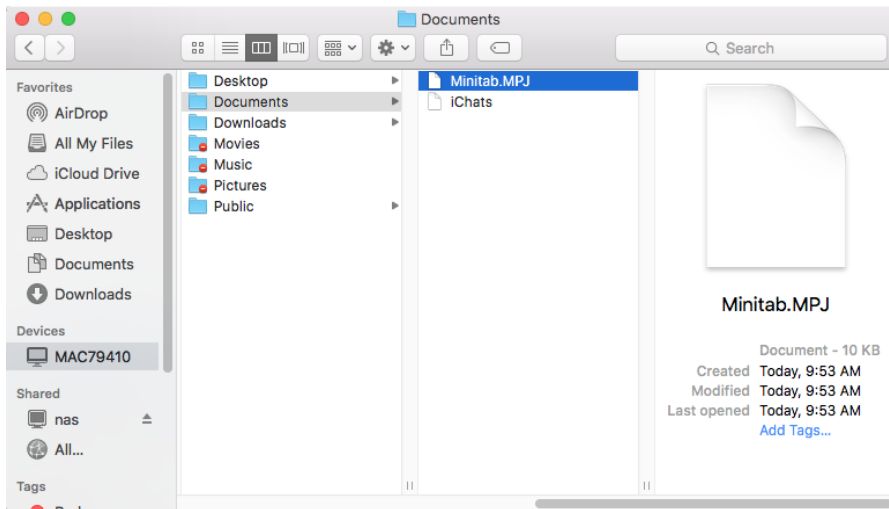


Saving a Minitab File for Mac users

Due to the known error when opening Minitab files from the local drives, in most cases you will want to save your file to the P drive. However, there may be times when you need to save to the local drive in order to email your project or upload it to MyClasses. To save a file on your local mac hard drive, select File > Save Project As... The save menu will then open, click on the drop down menu at the top of the screen where it says Save in. Your local mac will show up in your save option as home on computername.local, where computername is the name of your Mac. Choosing home on computername.local will save the file in the Documents folder you chose when the app opened.



The file can then be accessed through your Finder window.



Remember that you will need to save or copy the file to your P drive in order to be able to use it if you have saved it to the local drive.