

GoToMyPC Getting Started: Administrator Guide

Welcome to GoToMyPC!

Read through this Administrator Guide to quickly deploy GoToMyPC to your users.

GoToMyPC enables mass deployment remotely **without the need to physically be in front of a device**. Deployment, installation and registration can all be done from one centralized location for GoToMyPC users.

Step 1 - Sign Up Users: To grant your users access, send your users an invitation to GoToMyPC via the Administration Center.

1. Sign into the **Administration Center** on GoToMyPC.com using your admin credentials.
2. Click the **Manage Users** link in the left navigation menu.
3. Click the **Sign-Up Users** link in the left navigation menu.
4. Enter the email addresses of the new users to invite.
Note: GoToMyPC does not support bulk imports of user lists. User lists must be copied and pasted into the invite box.
5. Select the group to which you want to add the users and click **Continue**.
6. Personalize the subject and the message. Here you can share the access code you will use in Step 2 with users.
7. Click **Notify Users** to send the invite.
8. In the email, users will be directed to create a password for GoToMyPC.

Additional Questions? Visit our [support article](#).

Step 2 - Deploy, Install and Register GoToMyPC Software on Employees' Host Computers with Remote Deployment:

GoToMyPC can be remotely mass deployed to your employees' host computers using a login script or a deployment tool.

Note: The GoToMyPC host installer is only available for PCs.

1. Download the GoToMyPC Installer from [here](#).
2. Use this installer and remotely install GoToMyPC on the computers that you want to be remotely accessible by your employees. You can use the Command Prompt window or any deployment tool, such as Microsoft System Management Server (SMS), to remotely deploy using the following command line parameters: "goSetup.exe -s -a -s"
3. Create a GoToMyPC account for all users, whom you want to provide remote access. Find step by step instructions [here](#) on how to create a user.
4. In the text box below enter the details about which machines you want to allocate to which employee. Add the user's e-mail ID followed by the PC Nickname. Use space as a separator. Add each mapping in a new line if you need multiple entries.

To fetch the list of all PC Nicknames click the "Download list of PC" button on the Manage PC's page.

Note: PC Nickname is case-sensitive. For example, 'machine' and 'Machine' would be treated as two different words. Make sure there are no unwanted spaces.

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Your users are now successfully set up with GoToMyPC and can access their host computers from anywhere! Remember that a host computer must be turned on and connected to the Internet to successfully connect.

Key Definitions:

Administrator:

Manages the set-up and deployment of GoToMyPC for users.

User:

Employees who need to remotely access their work computers.

Host Computer:

The host is the Mac or PC you will want to access from a remote location. You will install the GoToMyPC software on the host Mac or PC.

Client Computer:

The computer that you will use to access the host Mac or PC. It can be any Internet-connected desktop, laptop, tablet, or mobile device with a Windows or Java-enabled browser, located anywhere in the world (airport kiosk, Internet cafe, hotel, library, etc.). GoToMyPC software does not need to be installed on the client computer.