

Important Content Update Message

We are currently updating the OP Help Center content for the release of OP 20. OP 20 (official version 20.0.x) is the certified, 2015 Edition, version of the Office Practicum software. This is displayed in your software (**Help tab > About**) and in the Help Center tab labeled Version 20.0. We appreciate your patience as we continue to update all of our content.

How do I save and access the files on my computer through the tsclient connection on a Mac?

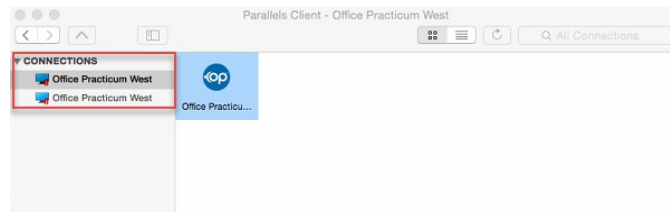
Last Modified on 12/23/2019 1:05 pm EST



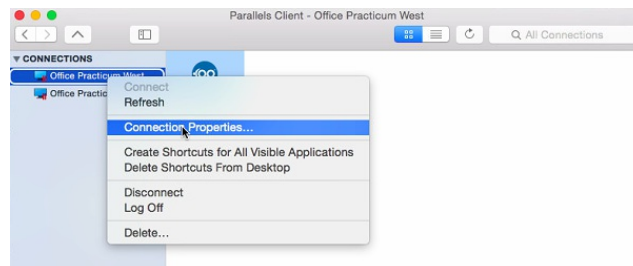
Note: This documentation applies to the OP Cloud environment.

To obtain access to the files on your computer through the tsclient connection on a Mac, perform the following steps:

1. Locate and open your **Parallels Client**.
2. Select your connection.



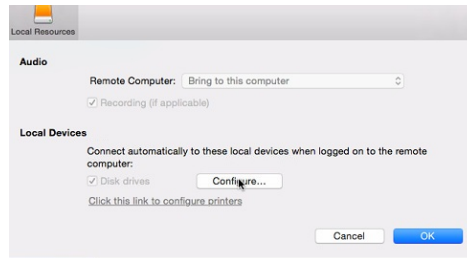
3. Click **File > Connection Properties** in the main menu (or right-click the connection and select Connection Properties) in the dropdown - if possible). The Connection Properties window appears.



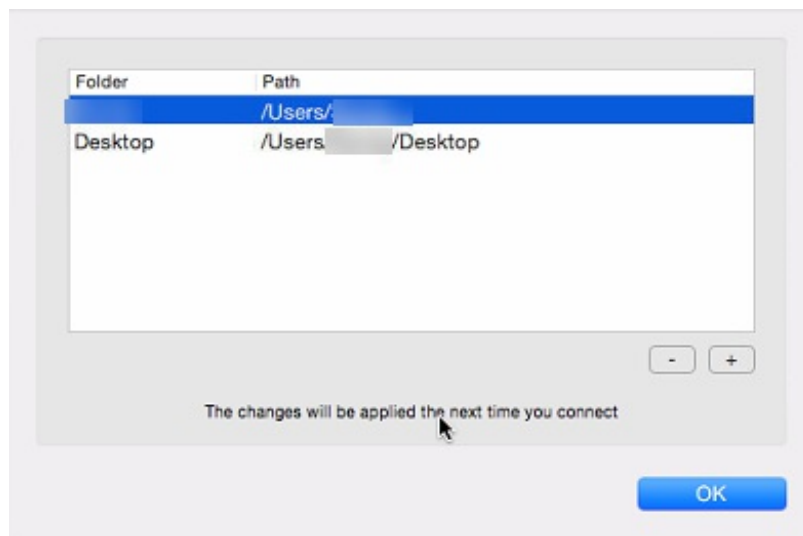
4. Click the **Local Resources** tab.
5. (If the Configure button is grayed-out) Select the Disk Drives checkbox to enable the

Configure button.

6. Click the **Configure** button. The path window appears.



7. Select your location where your files will be stored. If no path is listed, click the + button, select your destination, and click Open. To delete a path, select it and click the **OK** button.



8. Once the path is selected, click the **OK** button to close the Path window.

9. Click **OK** or **Cancel** to close the Connection Properties window.

10. When exporting a file:

- Run the report/export the file, etc. that you want to have on your local computer. The Save to file window appear.
- Select **Network**.
- Select **tsclient**.
- Select the path destination you set in the Connection properties window.
- Enter the file name in the **File Name** field.
- Set the extension for that file in the **Save as Type** field.
- Click **Save**. The file will be saved to your local computer destination that you had determined earlier.

11. Locate the destination to access the files on your local computer.