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TECHNOLOGY SERVICES

VMware Horizon Guide for Windows

CCSE
Virtual
Desktops

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University Information Technology Services

VMware Horizon Guide for Windows

CCSE Virtual Desktops

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Introduction

This booklet will show how the *CCSE view* website is designed to provide you with a resource for downloading a “virtual desktop” tool on your personal computer or laptop. A virtual desktop is a simulated user interface with a collection of software programs that is located on a remote computer. By connecting your computer to the virtual desktop, you have access to programs that you might not have installed on your computer. The tool for connecting your computer to the virtual desktop is *VMware View™*.

Learning Objectives

After completing the instructions in this booklet, you will be able to:

- Download and install the desktop client
- Log in to the desktop client
- Access the applications through the desktop client
- Log out of the desktop client

CCSE Virtual Desktops

To access your CCSE virtual desktop, you must first download the application, *VMware Horizon*. This application can be installed on any computer with Internet access.

The following instructions will guide users through the download and installation of the *VMware Horizon view client* for a Windows PC:

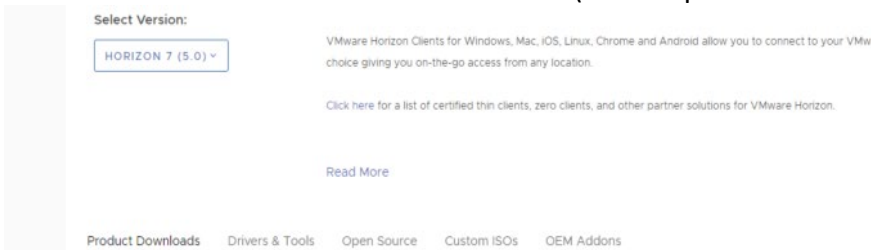
Download Instructions

1. Open a new web browser window (This example uses Google Chrome).
2. Enter the following web address in the address bar: <http://cseview.kennesaw.edu>
3. The *CCSE View* site loads. Locate the *menu* and click **VMware Horizon Client**.



Figure 1 – VMware Download URL

4. Select Horizon View Client Version (Use drop down and select Horizon 7 (5.0))



5. The *Download VMware Horizon Clients* page will load. Scroll down to locate *VMware Horizon Client for Windows*.

6. Click **Go to Downloads**.

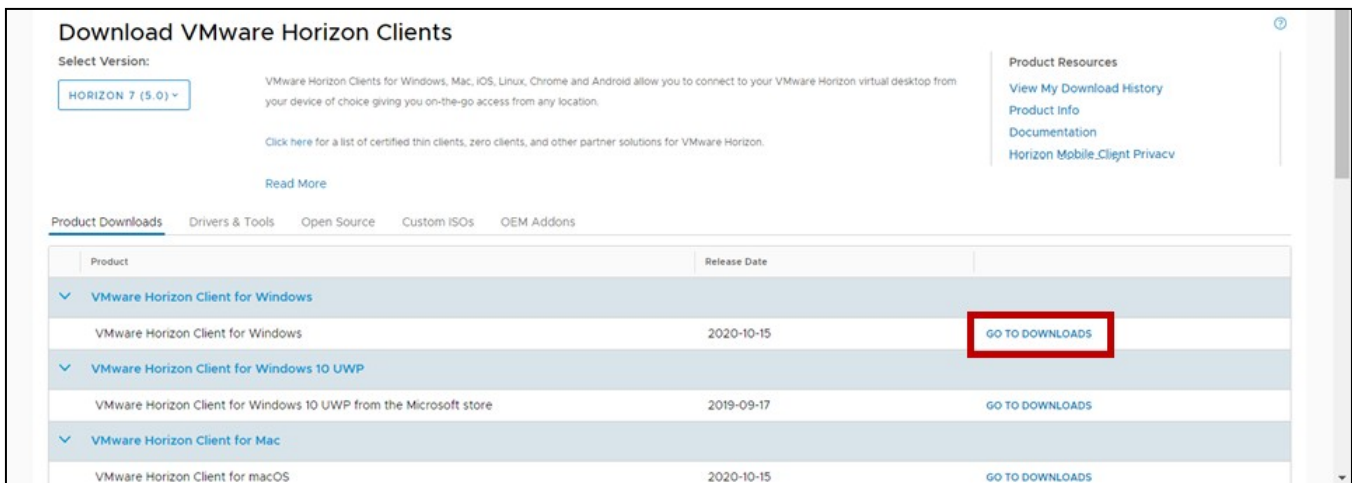


Figure 3 - Click Go to Downloads

7. The *Download Product* page loads. Click **Download Now**.

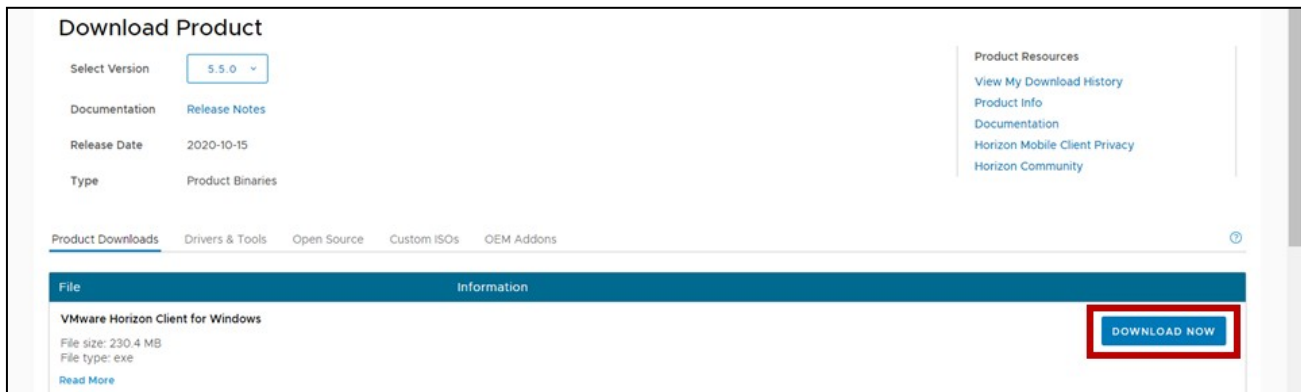


Figure 4 - Download VMware Horizon for Windows

8. The file will begin to download.

Installation Instructions

1. Double-click the downloaded file on your computer to run the *VMware Installer*.
2. The *VMware Horizon Client Setup* window will open. Click the **Agree & Install** button.

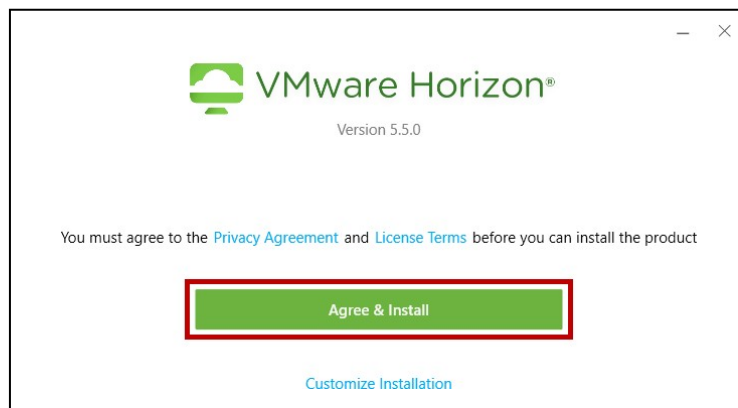


Figure 5 - VMware Horizon Client Setup

3. The program will begin to install. You will be notified when the installation completes. Click **Finish**.

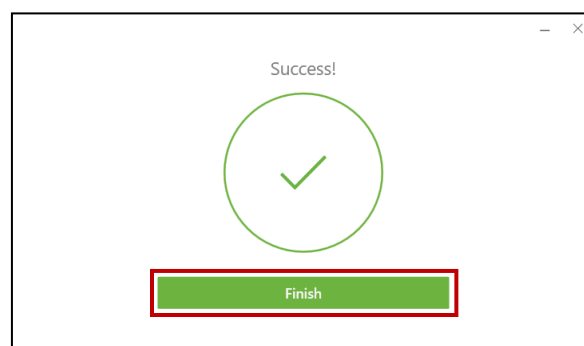


Figure 6 - Installation Complete

4. You will be prompted to restart your computer. Click the **Restart Now** button.

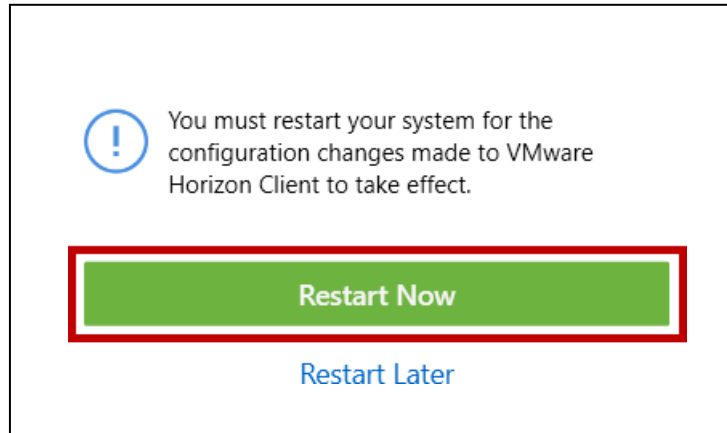


Figure 7 - Restart Computer Prompt

5. After your machine restarts, you will have a new icon for *VMware Horizon Client*.

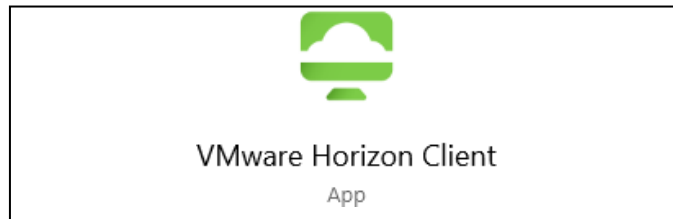


Figure 8 - VMware Horizon Client Desktop Icon

Login Instructions

1. Locate the *VMware Horizon Client* icon on your desktop and double-click to **open**.

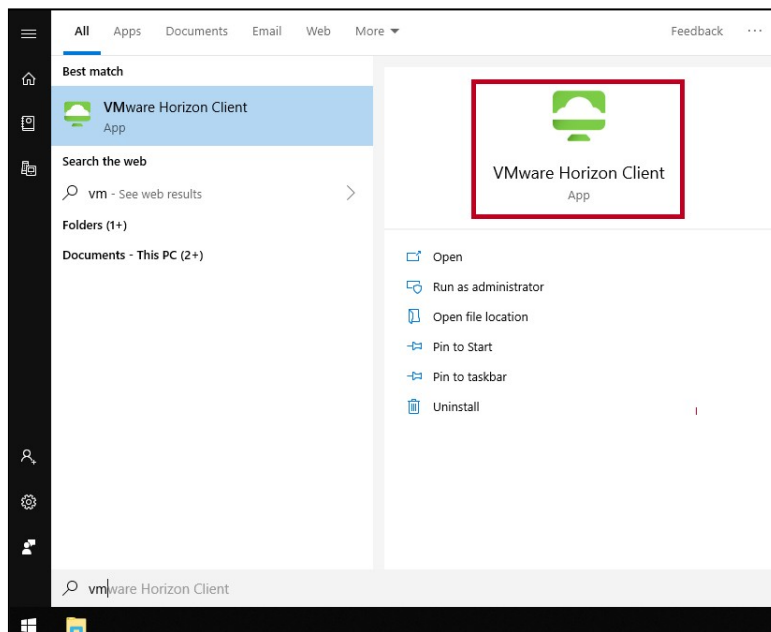


Figure 9 - VMware Horizon Client

2. The *VMware Horizon Client* window will appear. If a default server does not appear, double-click **Add Server**.

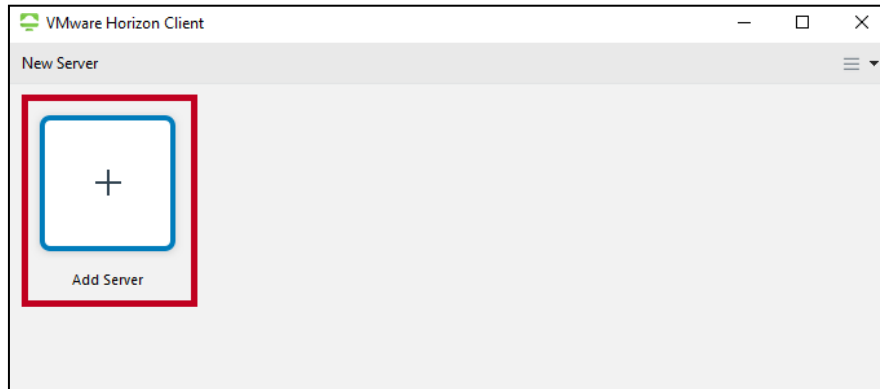


Figure 10 - Add Server

3. You will be prompted to enter the name of the Connection Server. Enter **cseview.kennesaw.edu**.
4. Click **Connect**.
5. The *Sign In* window will appear. Enter your **KSU Email Address** and **password** (See Figure 12).
6. Click **Sign In** (See Figure 12).

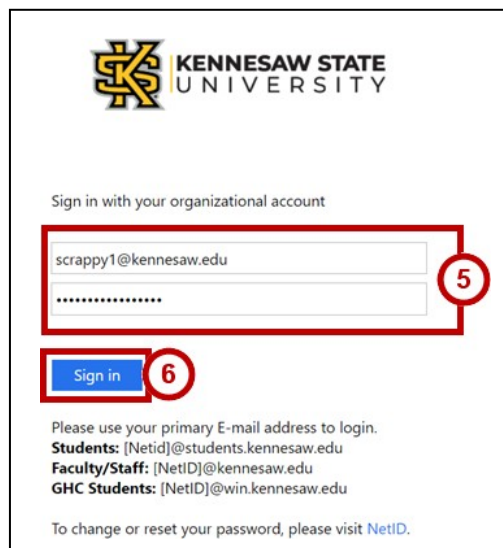


Figure 12 - Sign In

7. You will be directed to the *Duo Authentication* window to verify your identity. Follow the appropriate steps to provide verification.

Note: To access instructions for Duo setup and verification, please visit the [UITS Documentation Center](#).

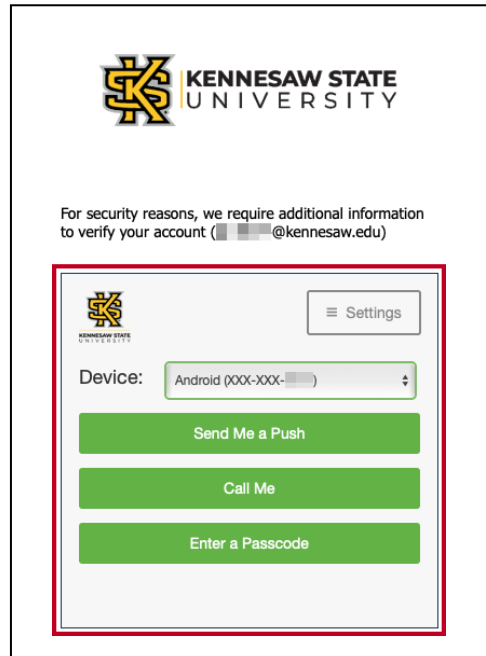


Figure 13 - Duo Verification

8. A list of available virtual desktops will appear. Click **Open** below the virtual desktop you wish to access.

Note: You will see only the virtual desktop pools that you have been granted access to.

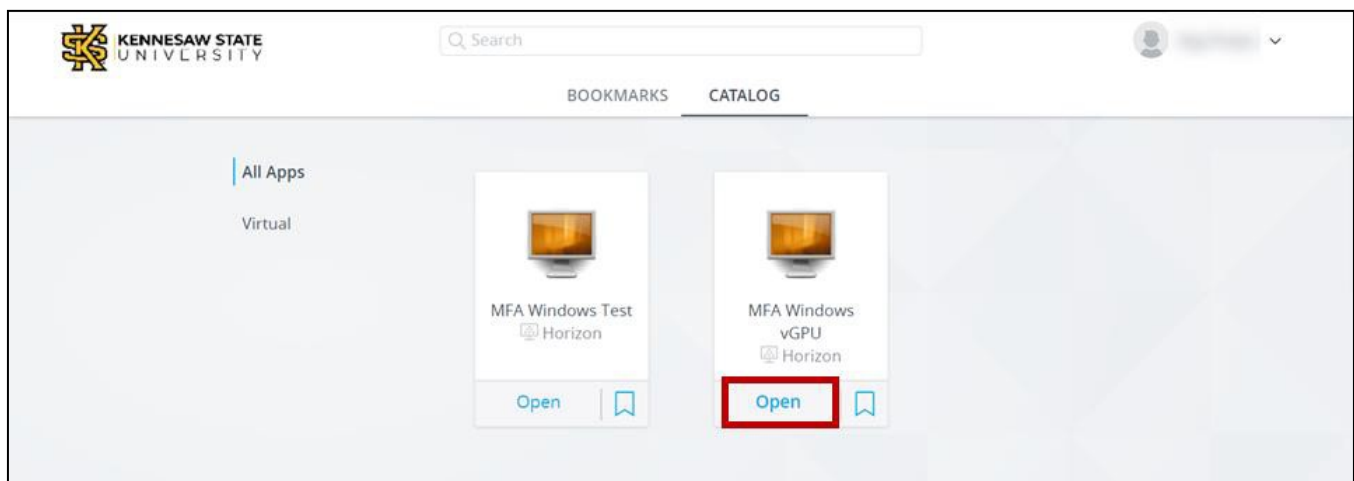


Figure 14 - Choose Your Virtual Lab

9. The virtual desktop begins to load.

Accessing Applications

After you log into your CCSE virtual desktop, you can access programs through the *Start* menu.

1. Click the **Start** button.
2. The **Start Menu** launches with a list of available programs. Click the desired **application** or **application folder** and it will open.

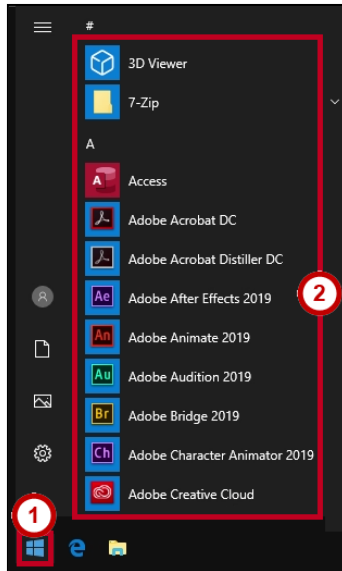


Figure 15 - Start Menu

Logout Instructions

1. Once work is complete, move your mouse cursor to the top of the screen. The *VMware Horizon Client* menu bar will drop down from the top of the screen.
 - a. Click **Options** (See Figure 16).
 - b. Click **Disconnect and Log Off** (See Figure 16).

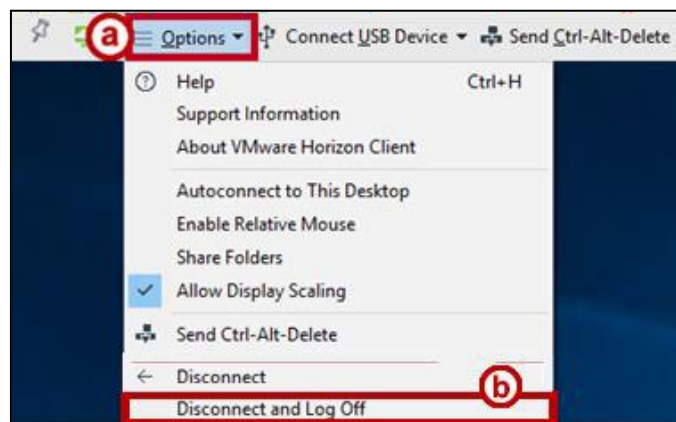


Figure 16 - Disconnect from Virtual Owl Desktop

2. The connection will terminate.

Additional Help

For additional support, please contact the KSU Service Desk:

KSU Service Desk for Faculty & Staff

- Phone: 470-578-6999
- Email: service@kennesaw.edu
- Website: <http://uits.kennesaw.edu>

KSU Student Helpdesk

- Phone: 470-578-3555
- Email: studenthelpdesk@kennesaw.edu
- Website: <http://uits.kennesaw.edu>