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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.

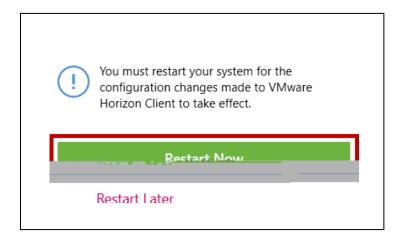
The following instructions will guide users through the download and installation of the *VMware Horizon view client* for a Windows PC:

- 1. Open a new web browser window (This example uses Google Chrome).
- 2. Enter the following web address in the address bar:in

7. The *Download Product* page loads. Click

4. You will be prompted to restart your computer. Click the

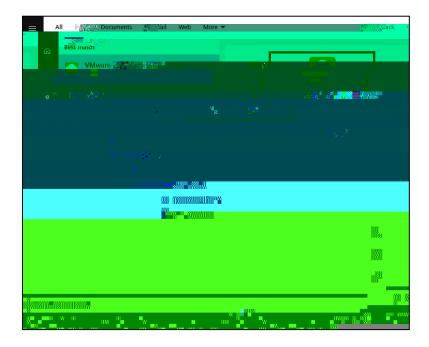
button.



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



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



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



- 3. You will be prompted to enter the name of the Connection Server. Enter
- 4. Click
- 5. The Sign In window will appear. Enter your

and (See Figure 12).

6. Click (See Figure 12).

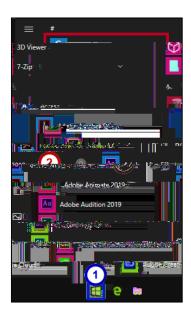


7. You will be directed to the *Duo Authentication* window to verify your identity. Follow the appropriate steps to provide verification.

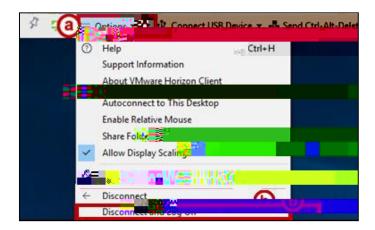
: To access instructions for Duo setup and verification, please visit the $\underline{\text{UITS Documentation}}$ $\underline{\text{Center}}$.

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

- 1. Click the button.
- 2. The launches with a list of available programs. Click the desired or and it will open.



- 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 (See Figure 16Figure 16).
 - b. Click (See Figure 16).



2. The connection will terminate.

For additional support, please contact the KSU Service Desk:

• Phone: 470-578-6999

Email: <u>service@kennesaw.edu</u>Website: <u>http://uits.kennesaw.edu</u>

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