VMware Horizon Client allows user to access on-campus desktops/software from off-campus. This document provides users with a step by step guide on accessing and using VMware Horizon Client.

Before accessing VMware Horizon Client (either through the web or by downloading) <u>you must connect to the VPN</u> through the ***Cisco AnyConnect Secure Mobility Client***.
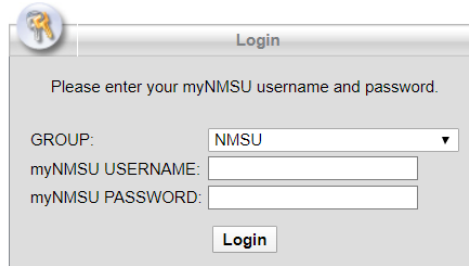
If you have NOT already downloaded the ***Cisco AnyConnect Secure Mobility Client*** follow the directions below:
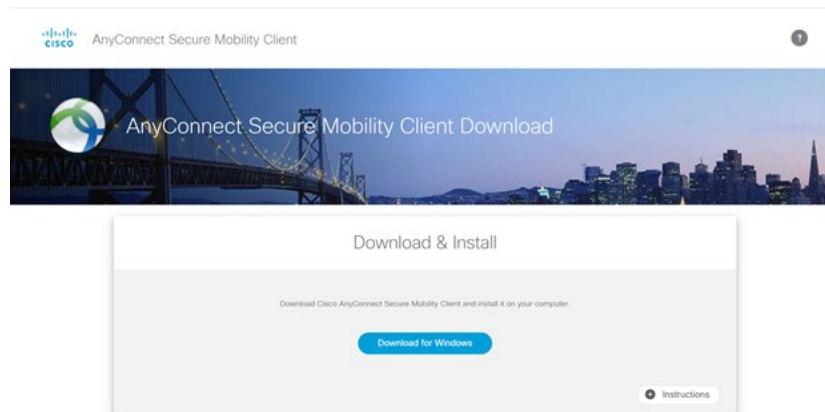
Connecting to the VPN:
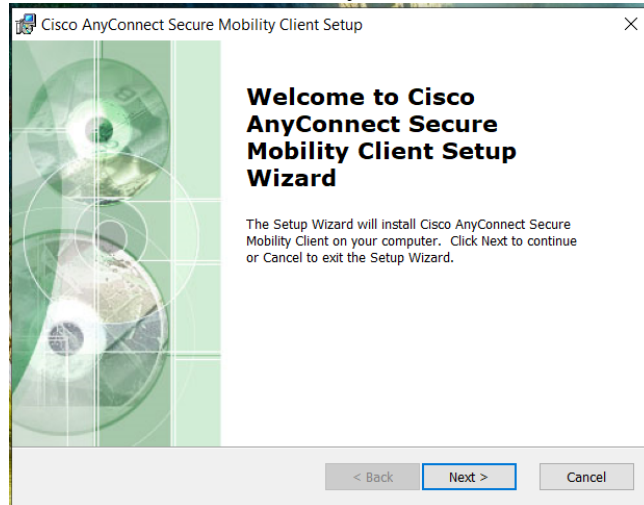
1. Go to vpn.nmsu.edu
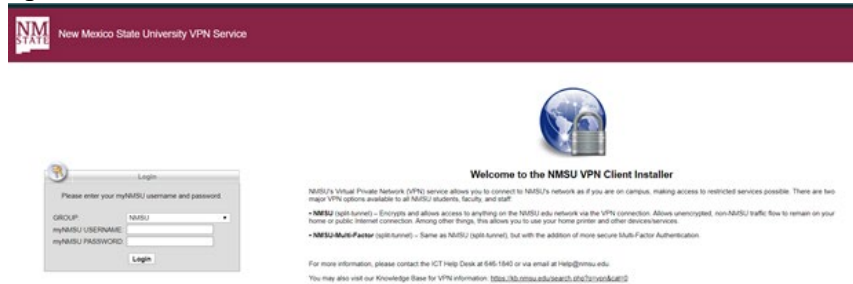
2. Enter NMSU Credentials

3. You will automatically be brought to this page:
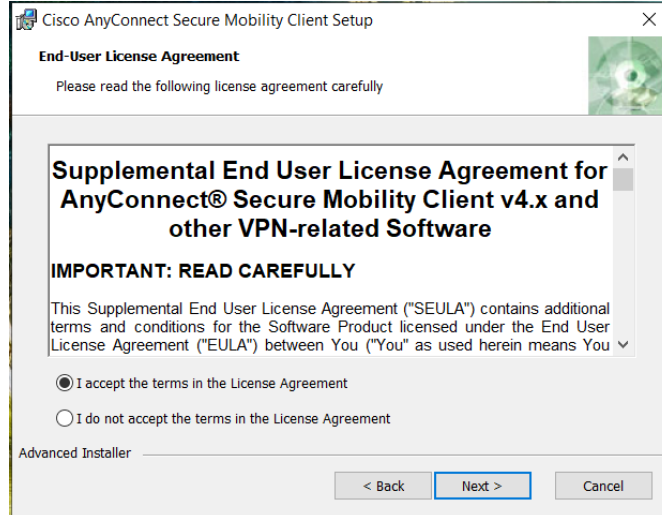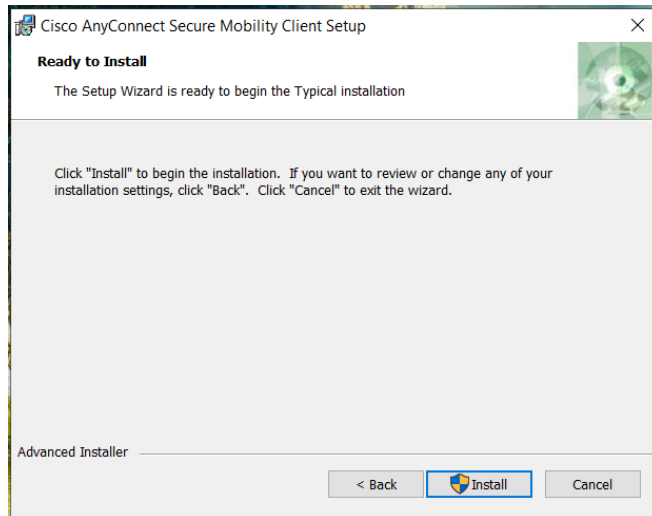   Click **Download for Windows**

4. Locate and Click the downloaded file

anyconnect-win-4.....exe

Type here to search

5. Click **Next** on the "Welcome to Cisco AnyConnect Secure Mobility Client Setup Wizard" screen

Cisco AnyConnect Secure Mobility Client Setup

Welcome to Cisco AnyConnect Secure Mobility Client Setup Wizard

The Setup Wizard will install Cisco AnyConnect Secure Mobility Client on your computer. Click Next to continue or Cancel to exit the Setup Wizard.

< Back   Next >   Cancel

6. Select **"I accept the terms in the License Agreement"** then click **Next.**

Cisco AnyConnect Secure Mobility Client Setup

End-User License Agreement

Please read the following license agreement carefully

Supplemental End User License Agreement for AnyConnect® Secure Mobility Client v4.x and other VPN-related Software

IMPORTANT: READ CAREFULLY

This Supplemental End User License Agreement ("SEULA") contains additional terms and conditions for the Software Product licensed under the End User License Agreement ("EULA") between You ("You" as used herein means You

○ I accept the terms in the License Agreement

○ I do not accept the terms in the License Agreement
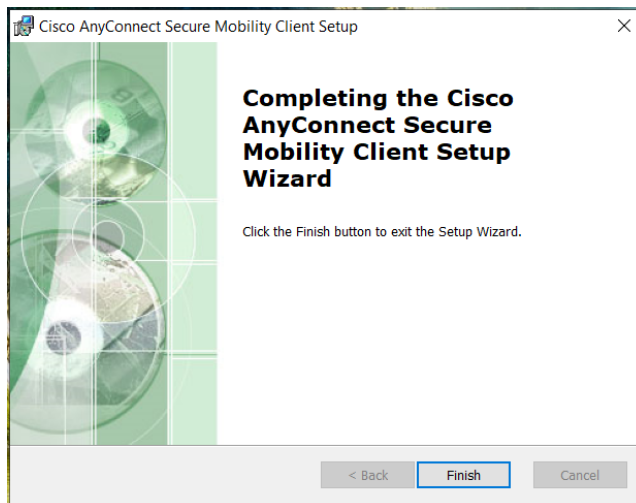
Advanced Installer
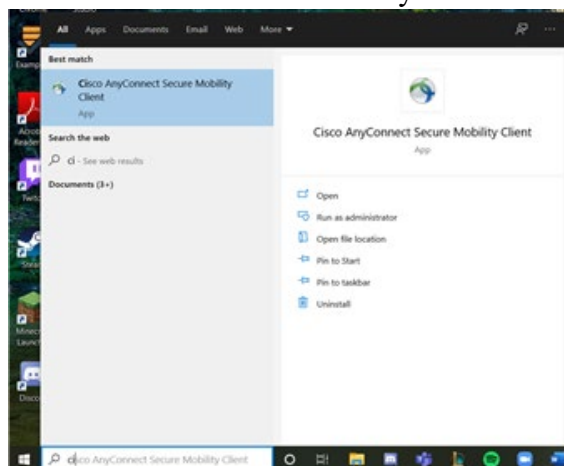
< Back   Next >   Cancel

7. Click **Install**

8. User Account Control will ask, "Do you want to allow this app from an unknow publisher to make changes to your device?"
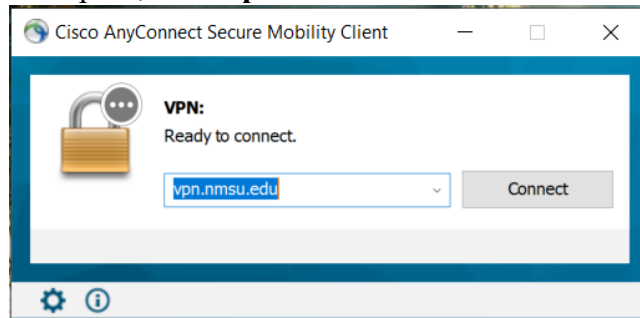Select **Yes**.
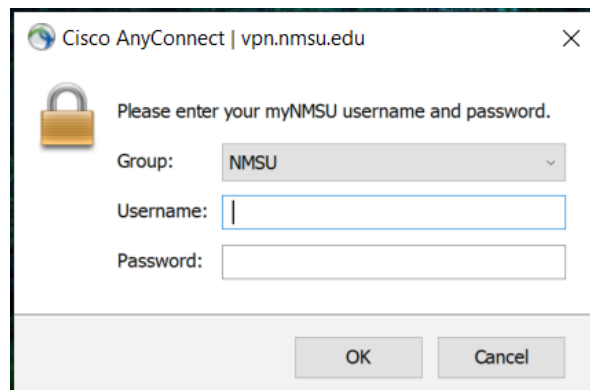
9. Click **Finish**

10. Go to Start Menu and search for Cisco AnyConnect Secure Mobility Client. Click to launch.
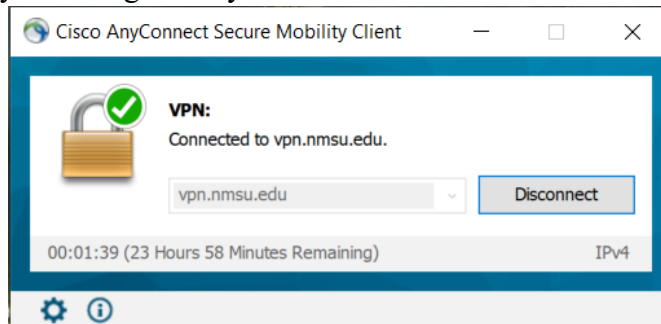
11. When Cisco opens, enter **vpn.nmsu.edu** and click **Connect.**

12. Enter NMSU Credentials
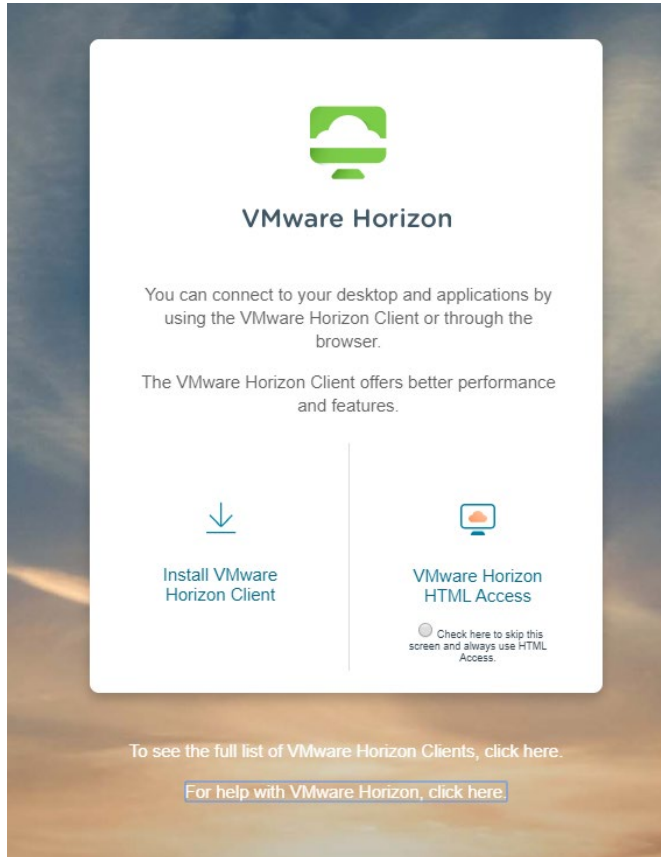

13. Once you are signed in you should be connected.

14. When you are done, click **Disconnect** (but do keep it connected to be able to access the VMware)
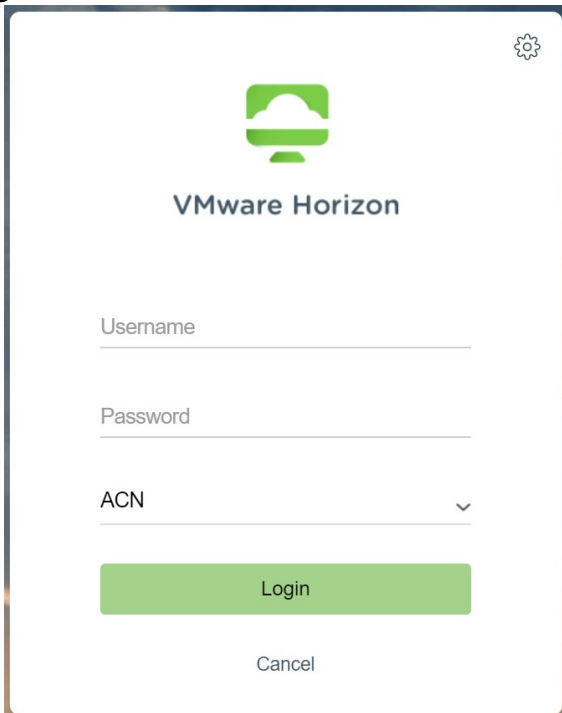
1. Go to https://vdi.nmsu.edu
2. Click on "**VMware Horizon HTML Access**" on the right

3. Sign in with NMSU credentials

- **Basic Tutorial**

- Menu at the top right
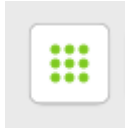
    Home Page: View all available virtual machines

    Favorites: *Star* virtual machines at your home page to save them to your Favorites.
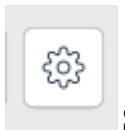
    Settings: Change time zone, reset, enable Windows Key, etc.

    Help: Learn more about VMware

    Log Out: Automatically signs you out

- **<mark>Once Signed In</mark>**
  You will see available virtual machines. Click the desired virtual machine.
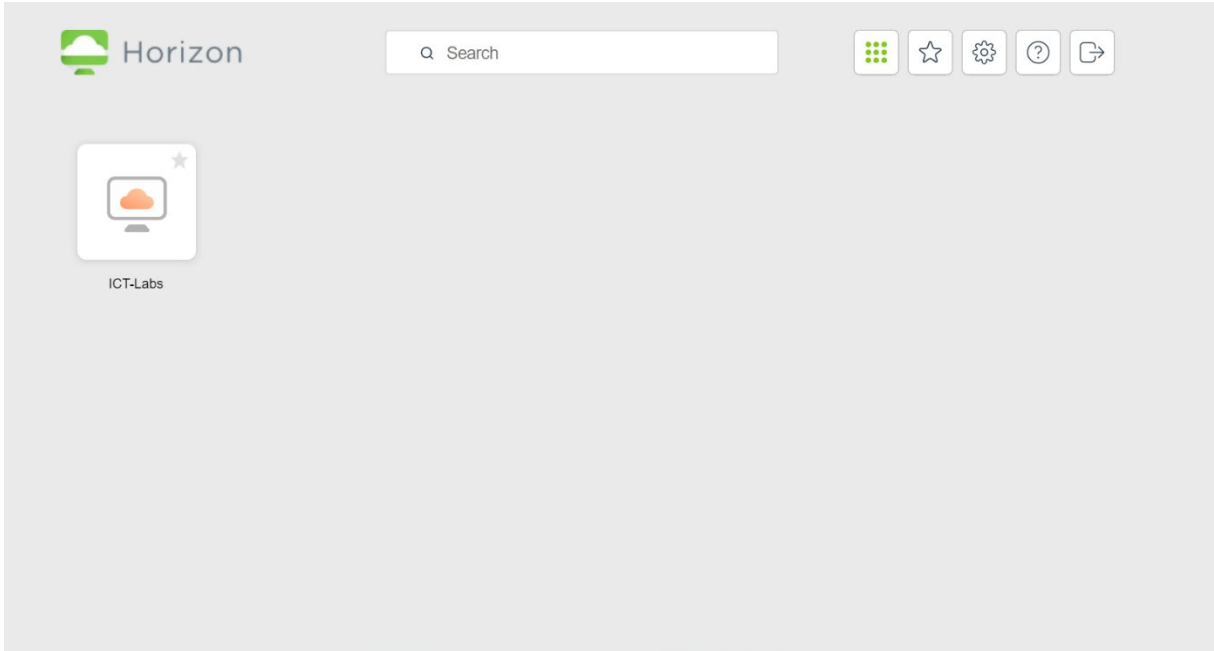
Once you select a machine, you will automatically be logged in.
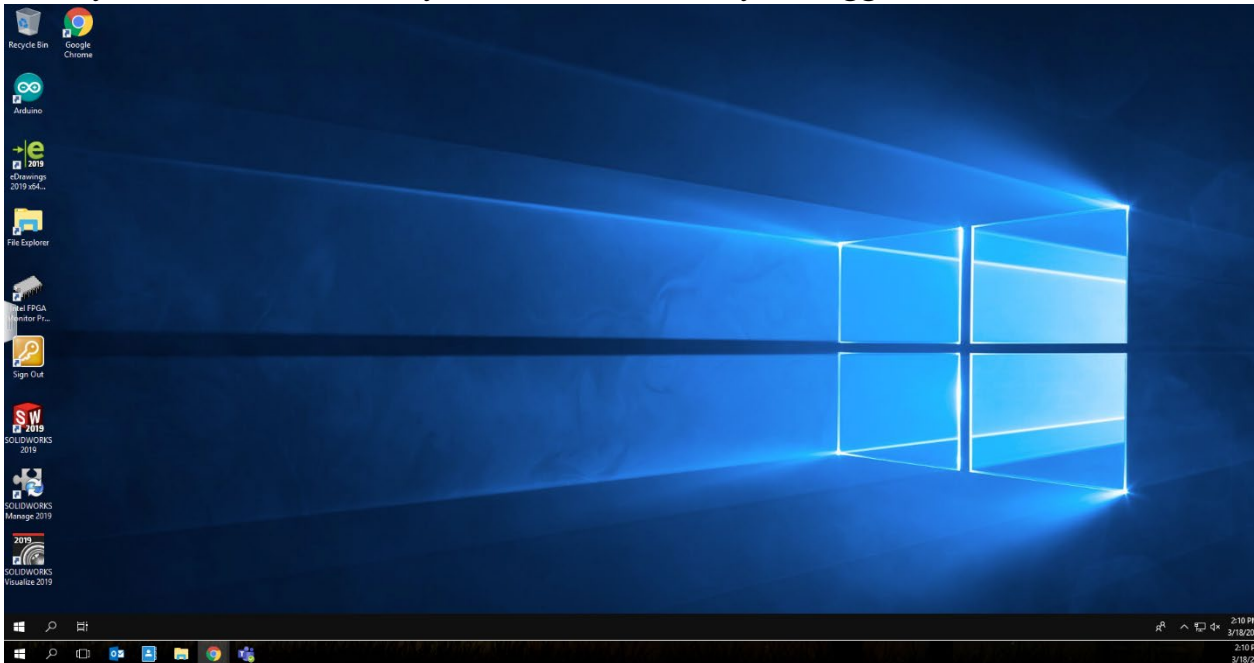
To see your other options, click the tab found at the left center of your screen to display the menu.
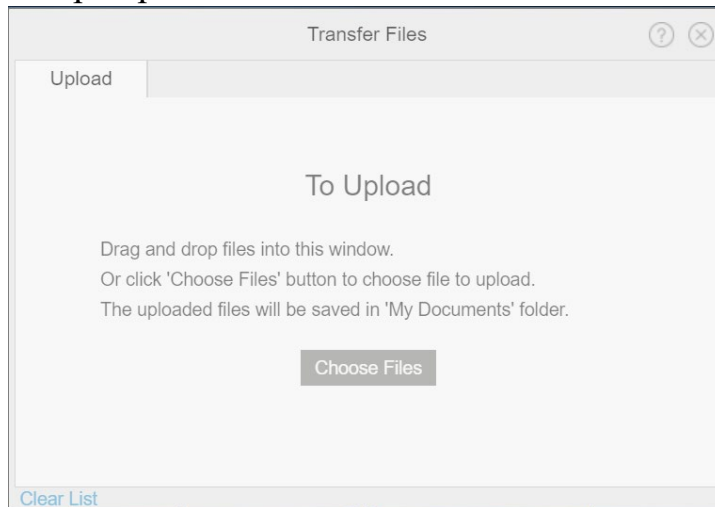

If opened the menu will look like:
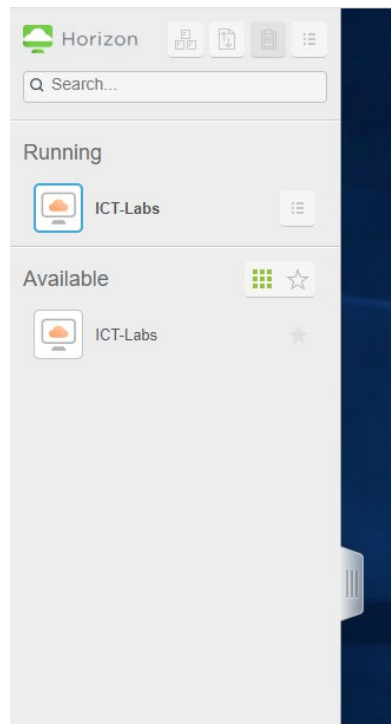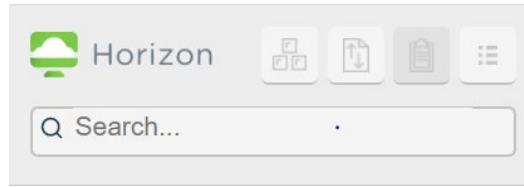
- Menu at top left:

"Ctrl + Alt + Delete" Shortcut: Displays following options:
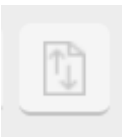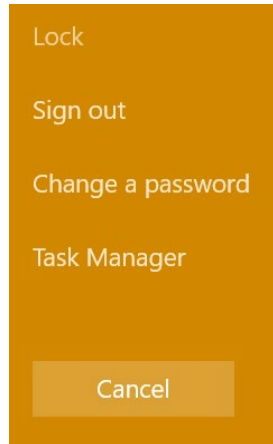
Transfer Files: Upload files from desktop (local client system) to virtual computer desktop. Uploaded files will be stored in "Documents" folder.

Copy & Paste: Copy & Paste content from your local system to remote desktop/application

Opens Menu:

▪ **Settings:** Click to view additional settings options
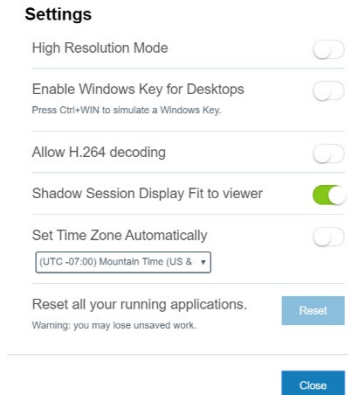
▪ **Multi monitor:** Configure multiple displays for your remote desktop
▪ **About:** Learn more about VMware
▪ **Log Out:** Click to Sign out

When finished, double-click the **Sign Out** icon on the virtual computer desktop.
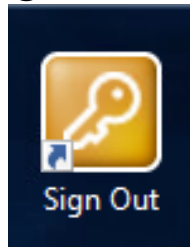
1. Go to https://vdi.nmsu.edu
2. Click on "**Install VMware Horizon Client**" on the left
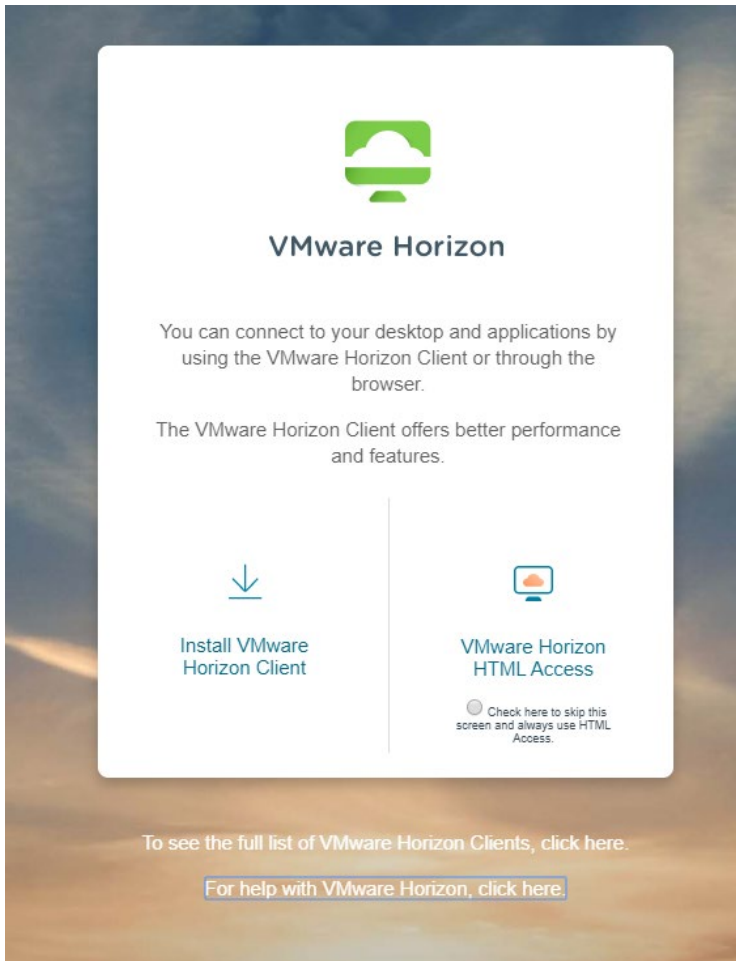
3. You will automatically be directed to a page.

Find what applies to your device (Windows, Mac, Linux, etc.) and click "**Go to Downloads**" at the right.

Click the blue **Download** button.

Double click on the downloaded file to start the installation.

User Account Control will open a message and ask, "Do you want to allow this app to make changes to your device?"
Select **Yes**.

Click **Agree & Install.**

Click **Finish.**
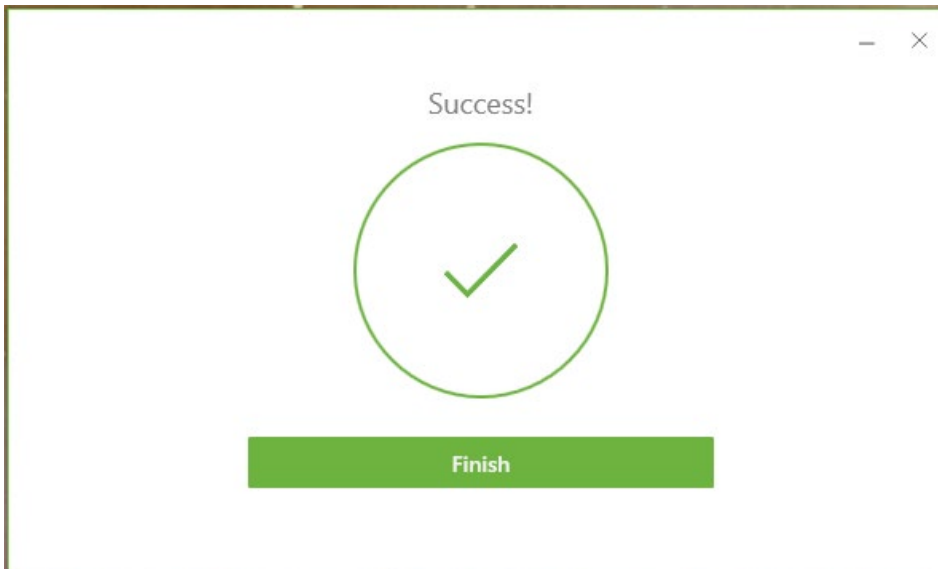
Click **Restart Now**.

VMware Horizon Client icon should now be on your computer screen. Click icon to open.
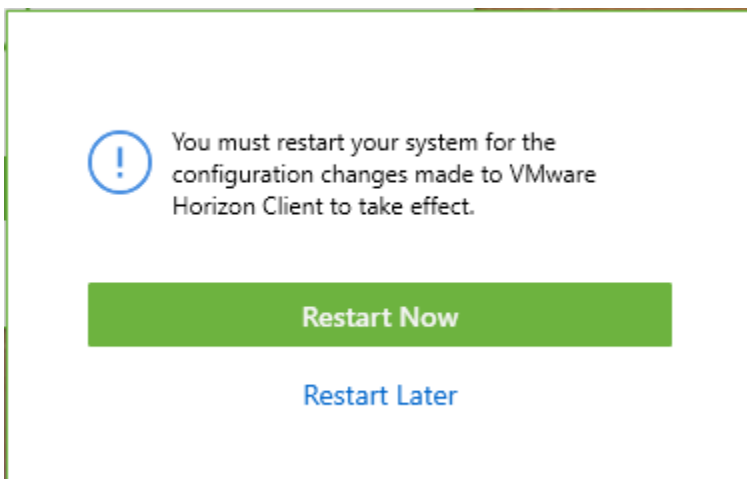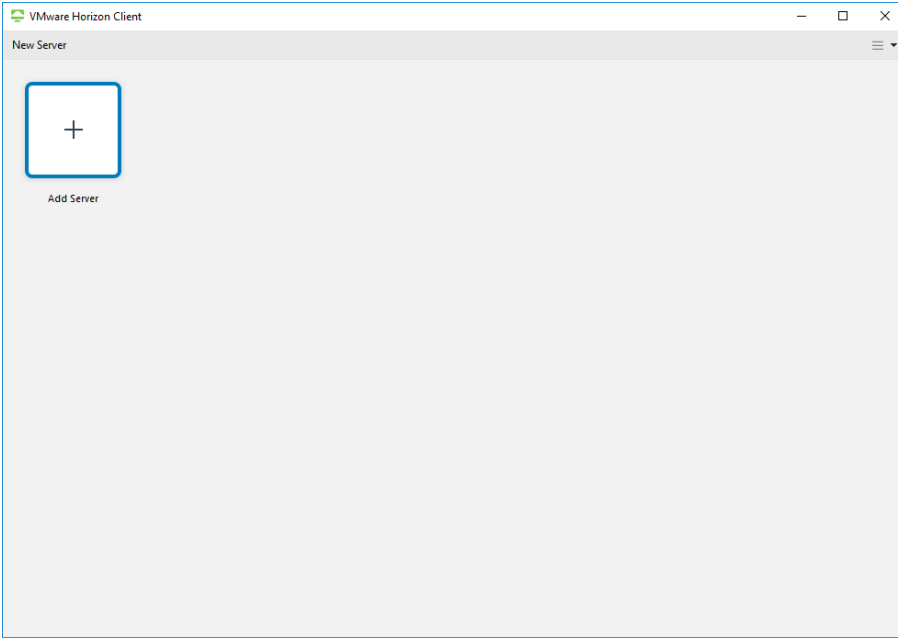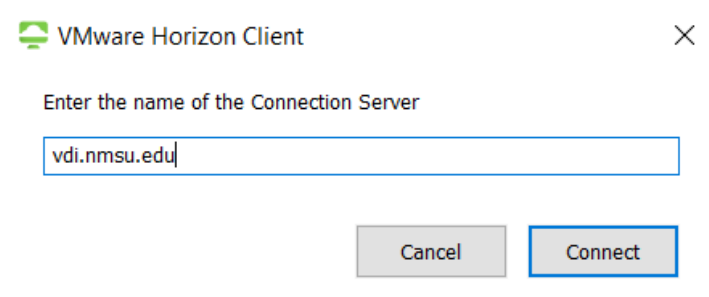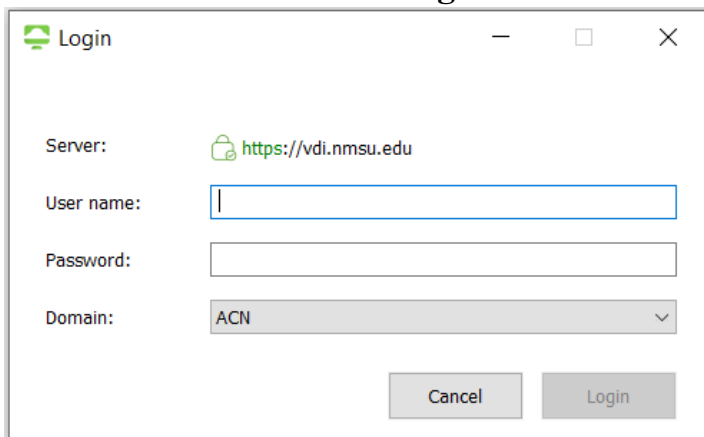

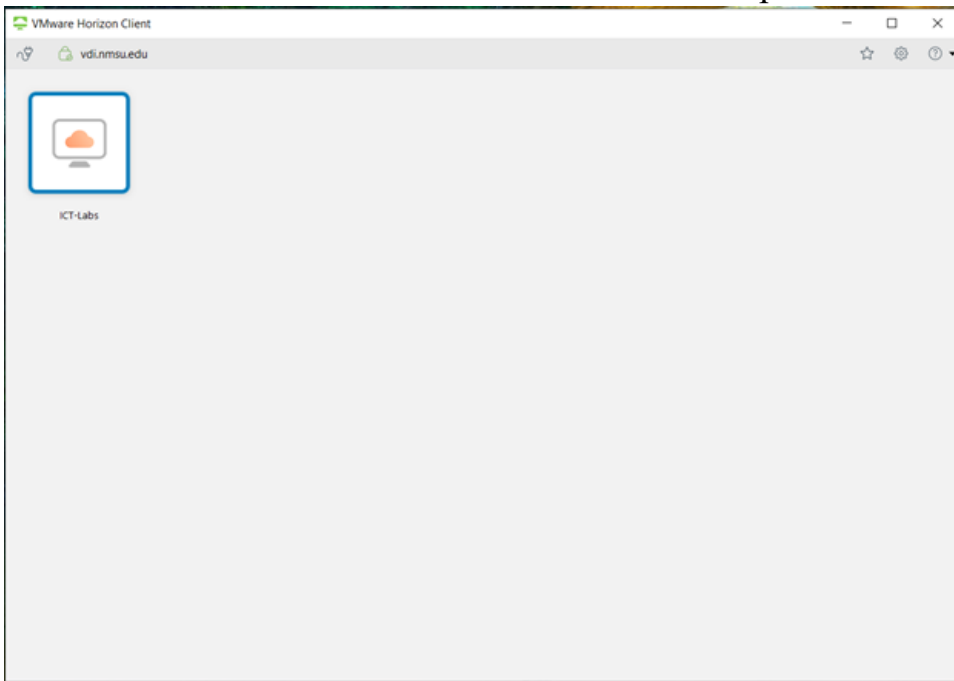Double click **Add server**

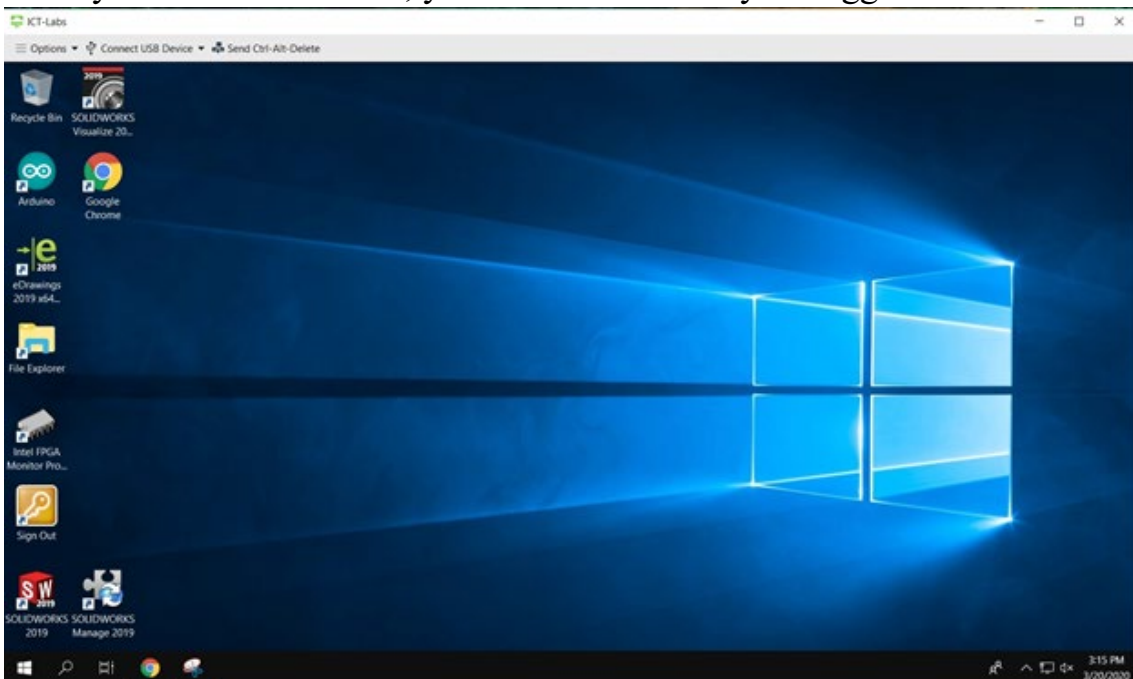Type in **vdi.nmsu.edu** then click **Connect.**

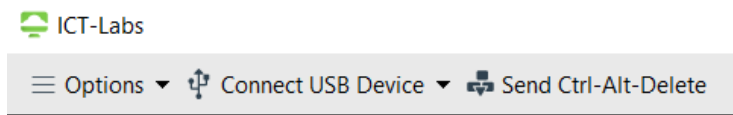Put in NMSU credentials then click **Login**.

You will see available virtual machines. Click to open.

Once you select a machine, you will automatically be logged in:

- Menu/toolbar at top of screen:

  ICT-Labs

  ☰ Options ▾ 🔌 Connect USB Device ▾ 🖧 Send Ctrl-Alt-Delete

  - **Options:** Click to view available options such as support information, share folders, enabling relative mouse, etc.

  - **Connect USB Device:** There are two available options
    - *Automatically Connect at Startup*- Select this option if you want VMware Horizon to only detect a USB device when the VMware is started
    - *Automatically Connect when Inserted*- Select this option if you want VMware Horizon to detect a USB device whenever one is inserted into a USB drive

  - **Send Ctrl-Alt-Delete:** Lock, Sign Out, Change a password, Task Manager of virtual desktop

When finished, double-click the **Sign Out** icon on the virtual computer desktop.