

# SNAP 2013 - VIRTUAL DESKTOP INTERFACE GUIDE

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## OVERVIEW

Virtual Desktop Infrastructure (VDI) also known as Desktop Virtualization, provides access to a virtualized computer accessible from any internet-connected computer. This VDI computer will have Microsoft Windows 7, Office 2013 and Internet Explorer installed and ready for you to use. When you are connected to the VDI, you use it like any personal computer. While connected, you also have access to your own physical computer. You essentially have two computer desktops running at the same time. You access the VDI using the web and a Citrix client (a similar client is used for WebEx). You have been given one VDI to use until you have Office 2013 installed on our physical computer. Please do not share your VDI with anyone. Follow the directions below to install and use the VDI.

## Requirements

Before you can begin using the VDI you need the following:

- Computer (Mac or PC), tablet, or smartphone
- Broadband Internet access using any major browser

## Installing the Citrix Client

You will need to install the Citrix client on every physical device you plan to use to connect to the VDI. This is done only once per device. The instructions below are using a MAC with Chrome.

- **STEP 1:** Navigate your browser to <http://www.citrix.com/downloads>



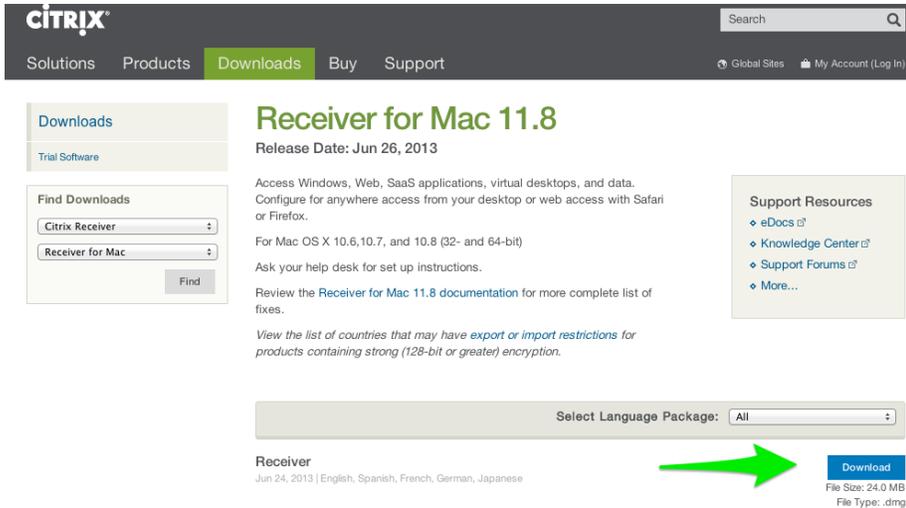
- **STEP 2:** Make these selections under **Find Downloads** and then click **Find**



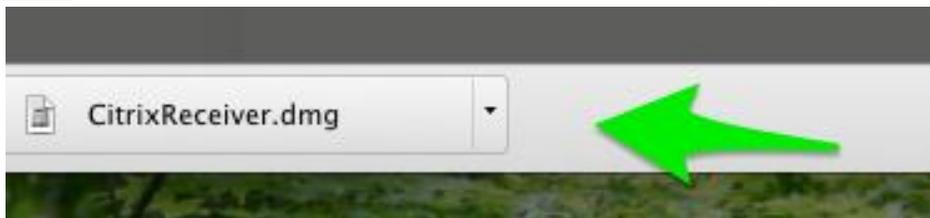
- **STEP 3:** Click **Receiver for MAC 11.8**



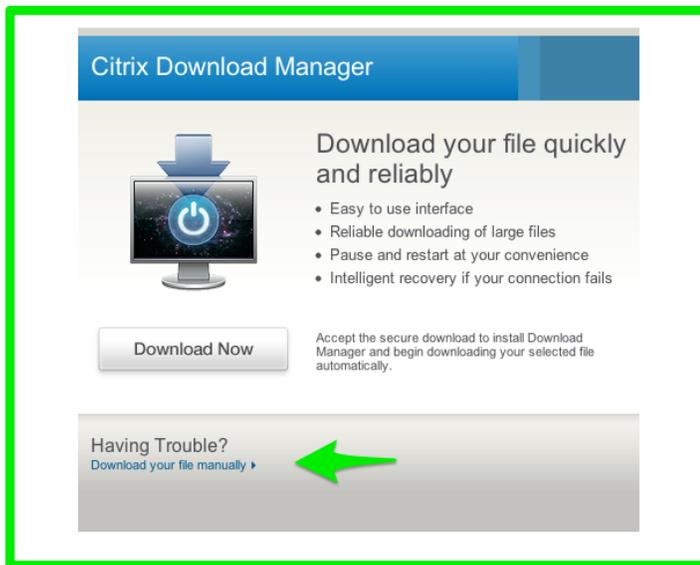
- **STEP 4:** Click **Download**



- **STEP 5:** Select the file in the downloads bar, and accept the EULA (End User License Agreement)



- **STEP 6:** Click **Download your file manually**



- **STEP 7:** Run the file and in the next window, click **Install Citrix Receiver**



- **STEP 8:** Complete the installation and go to the next section.

## Returning to the VDI Client

- **STEP 1:** Navigate your browser to <https://portal.horizonprivatecloud.com>
  - *NOTE:* You may wish to bookmark this for future use.
- **STEP 2:** Login using your VDI Username and Password
- **STEP 3:** Click on the **Desktop icon**, and then click **Open** to open the VDI.
  - *NOTE:* The browser on your physical desktop does not need to say open nor does it need continue to display the Horizon web page after the Virtual Desktop has been launched.

## Using the VDI Software on Multiple Devices

You need to install the Citrix Client on every physical device you plan to use to connect to the VDI.