The information included in this document will work on most devices, be that a college computer or your own personal computer (PC or laptop, Windows 7 or 10). This will also work on Apple Mac OS devices.

Accessing Your Virtual Desktop from Home Using VMware Horizon Client for Windows.

This guide provides information about installing and using VMware Horizon Client software on a Microsoft Windows client system to connect to a college Virtual Desktop remotely.

Downloading and Installing VMware Horizon Client software.

1. In a web browser of your choice please enter the following URL to download VMware Horizon Client software (in this guide Internet Explorer was used):
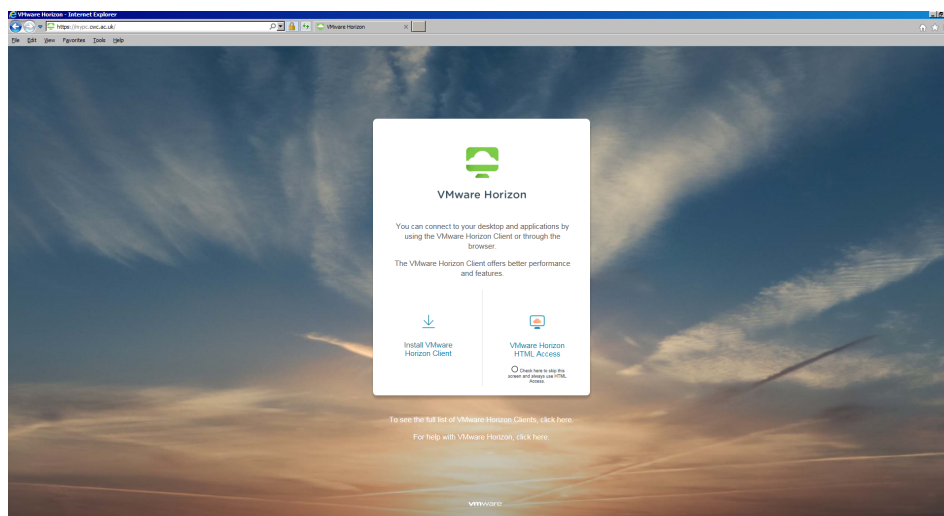
   ➔ https://mypc.cwc.ac.uk   For CWC Members of Staff
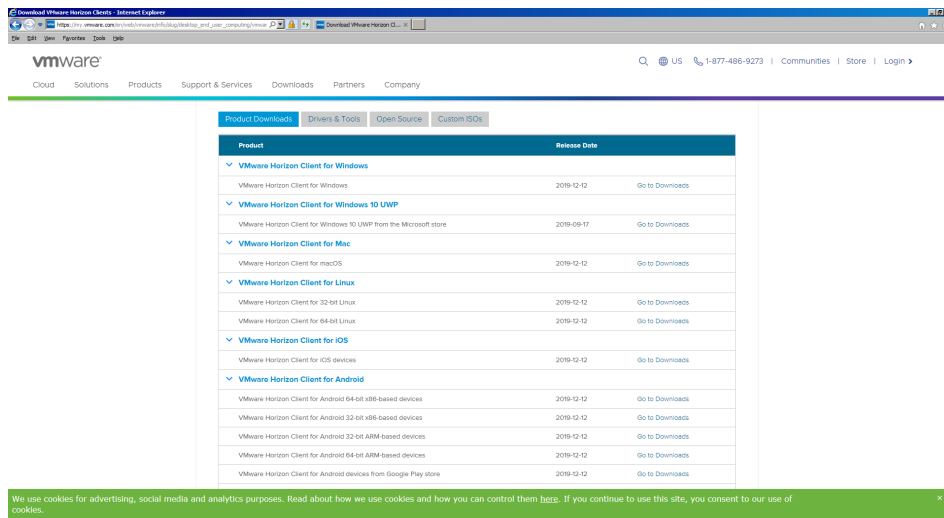   ➔ https://mypc.cnwl.ac.uk   For CNWL Members of Staff
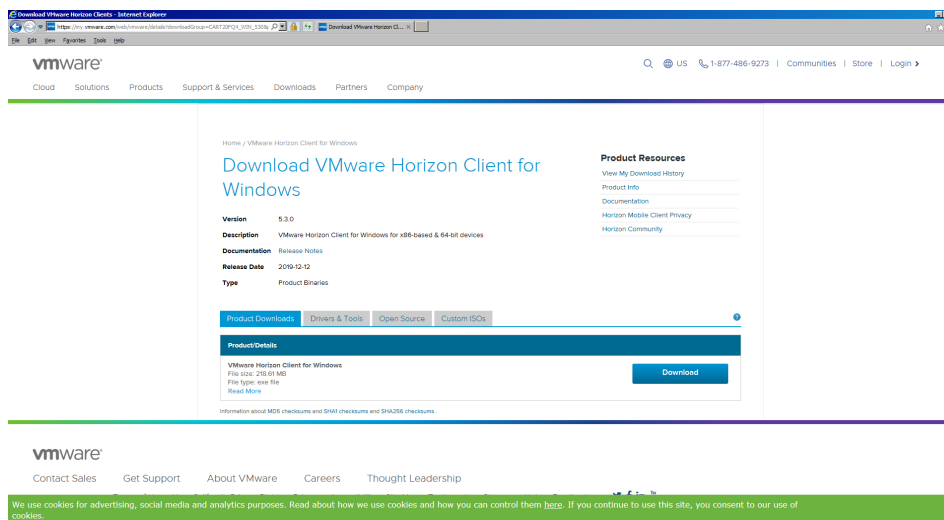

   ➔ Click, "Install VMware Horizon Client".

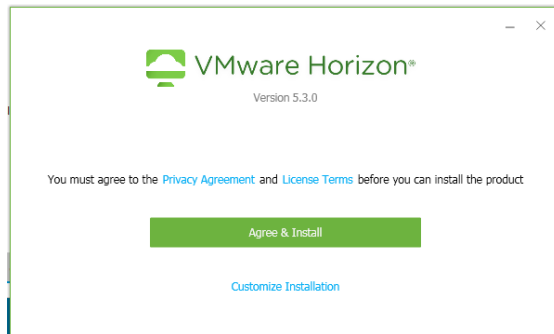➔ Under "Product Downloads "VMware Horizon Clients for Windows" click the "Go to Downloads" link.

➔ In "Download VMware Horizon Client for Windows" page, under "Product/Details" click the "Download" and "Run" when prompted.
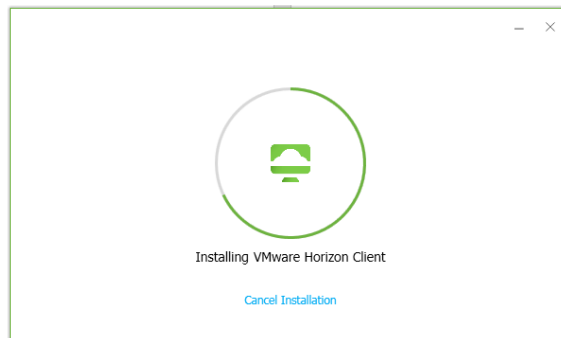
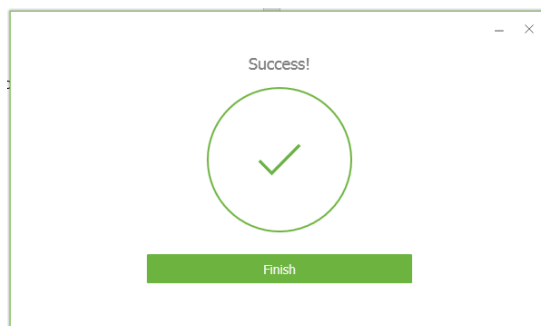2. Installing VMware Horizon Client software

→ In the "VMware Horizon" window click "I Agree & Install" button.
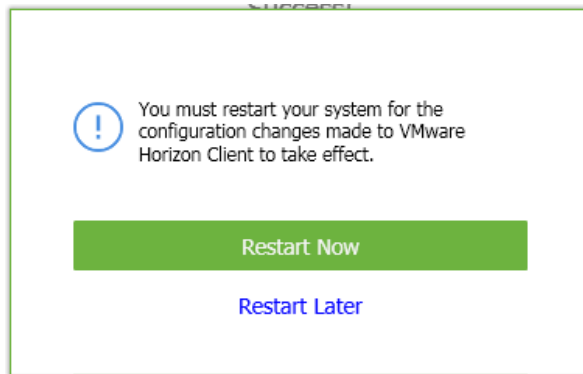

→ Please wait while Setup Wizard installs VMware Horizon Client.
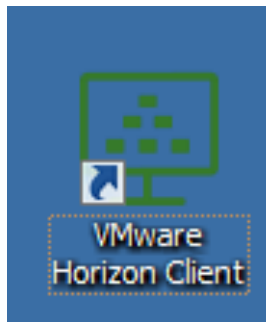

→ Click "Finish" to Exit Setup.
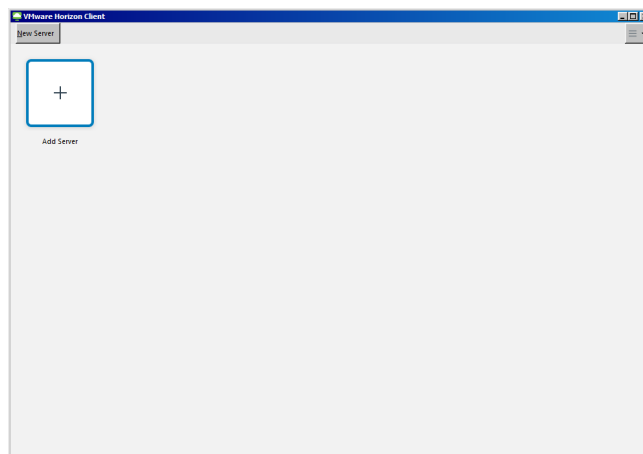
➜ Click "Restart Now".

Launching VMware Horizon Client software.

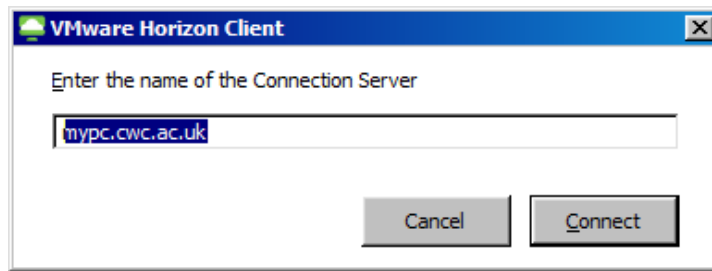1. Once your system has rebooted, you should have a new desktop icon "VMware Horizon Client"

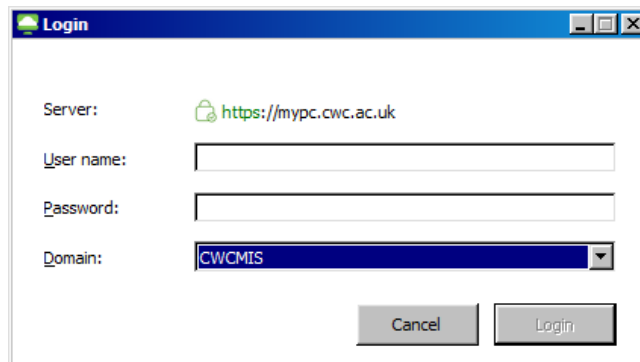➜ Double click to launch "VMware Horizon Client".

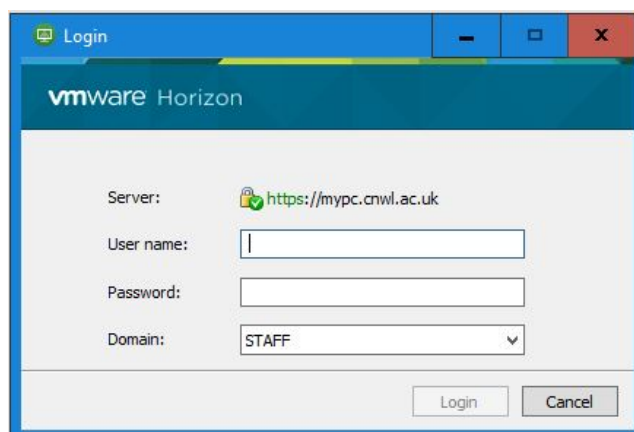➜ In "VMware Horizon Client" window Click on "Add Server".

➜ Enter the name of the connection server, "mypc.cwc.ac.uk" or "mypc.cnwl.ac.uk" and click "Connect"

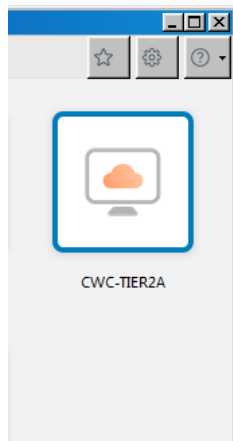➜ For CWC staff - When prompted enter your network username, password and select CWCMIS from domain drop-down.

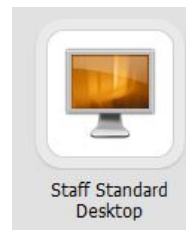➜ For CNWL staff - When prompted enter your network username, password and select Staff from domain drop-down.

➜ If the Domain part is not present then you will need to enter your "staff ID@cnwl.ac.uk"

➔ You will then be presented with a desktop that you are entitled to (below is an example), double click to launch your desktop.
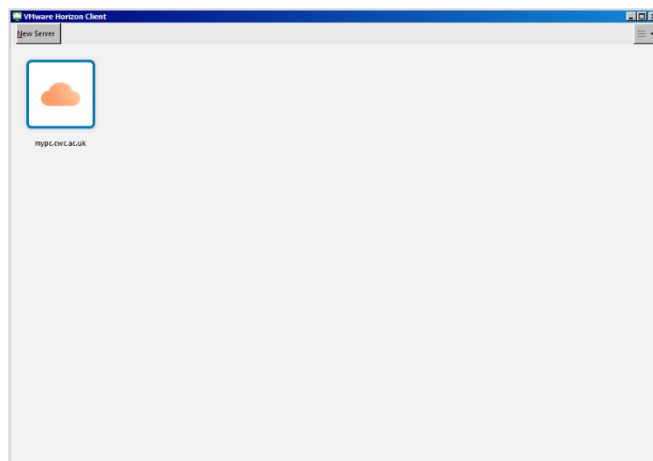
 CWC Staff

CWC-TIER2A

 CNWL Staff

Staff Standard
Desktop

Note: The server settings are remembered next time VMware Horizon Client is launched.
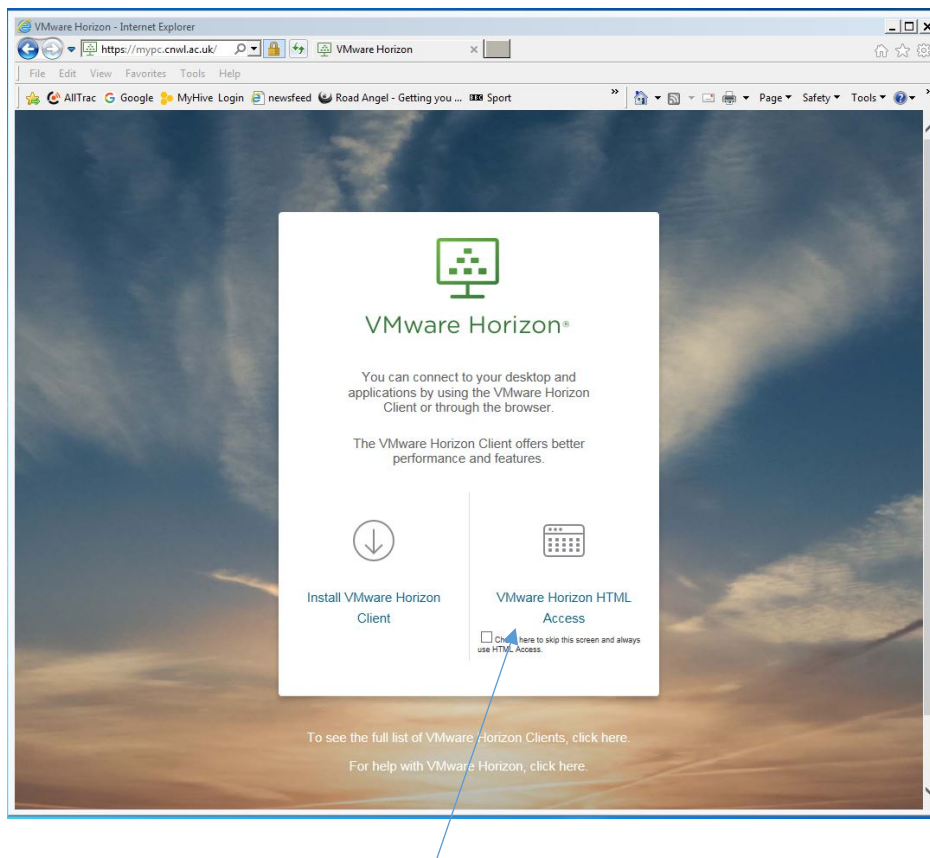

Support: If you require support please email ITSupport@cwc.ac.uk for CWC Staff or IT.helpdesk@cnwl.ac.uk for CNWL Staff

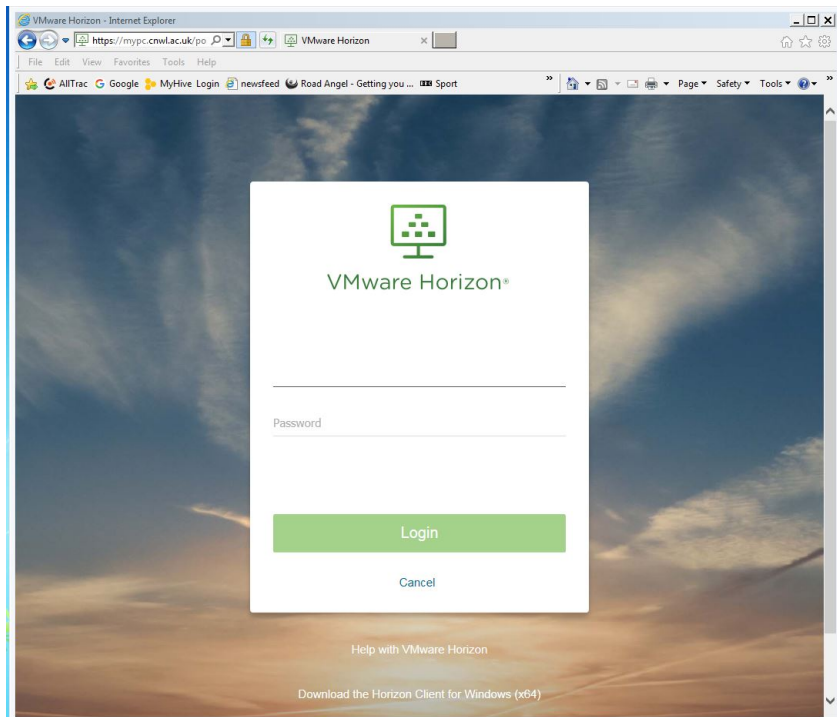# Accessing Your Virtual Desktop from Home Using VMware Web Client.

This part of the document is mainly for CNWL Staff

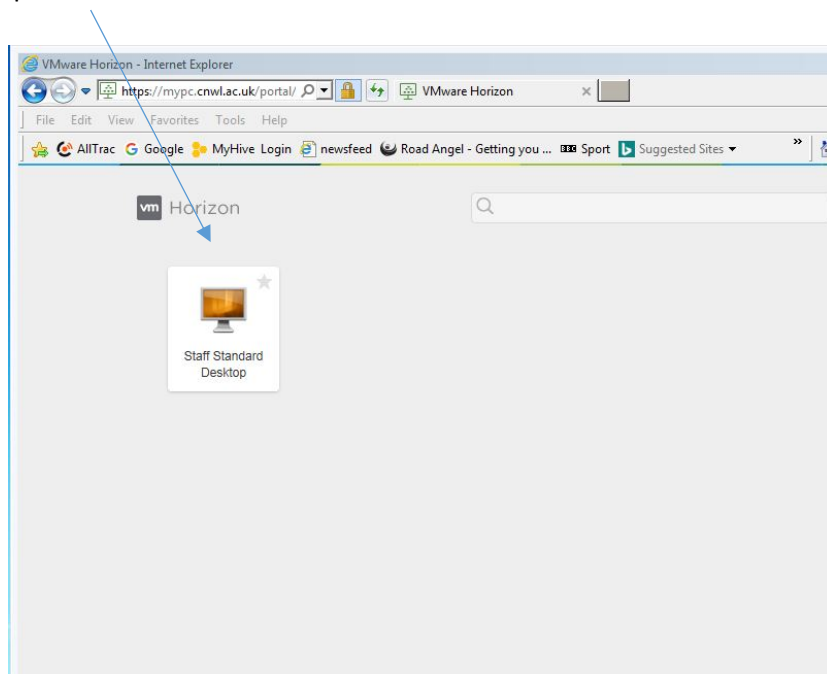Here is the web link to our new VDI solution from home or an external device
https://mypc.cnwl.ac.uk

On this webpage if you click on to the VMware Horizon HTML Access you will be prompted to put your username and password.

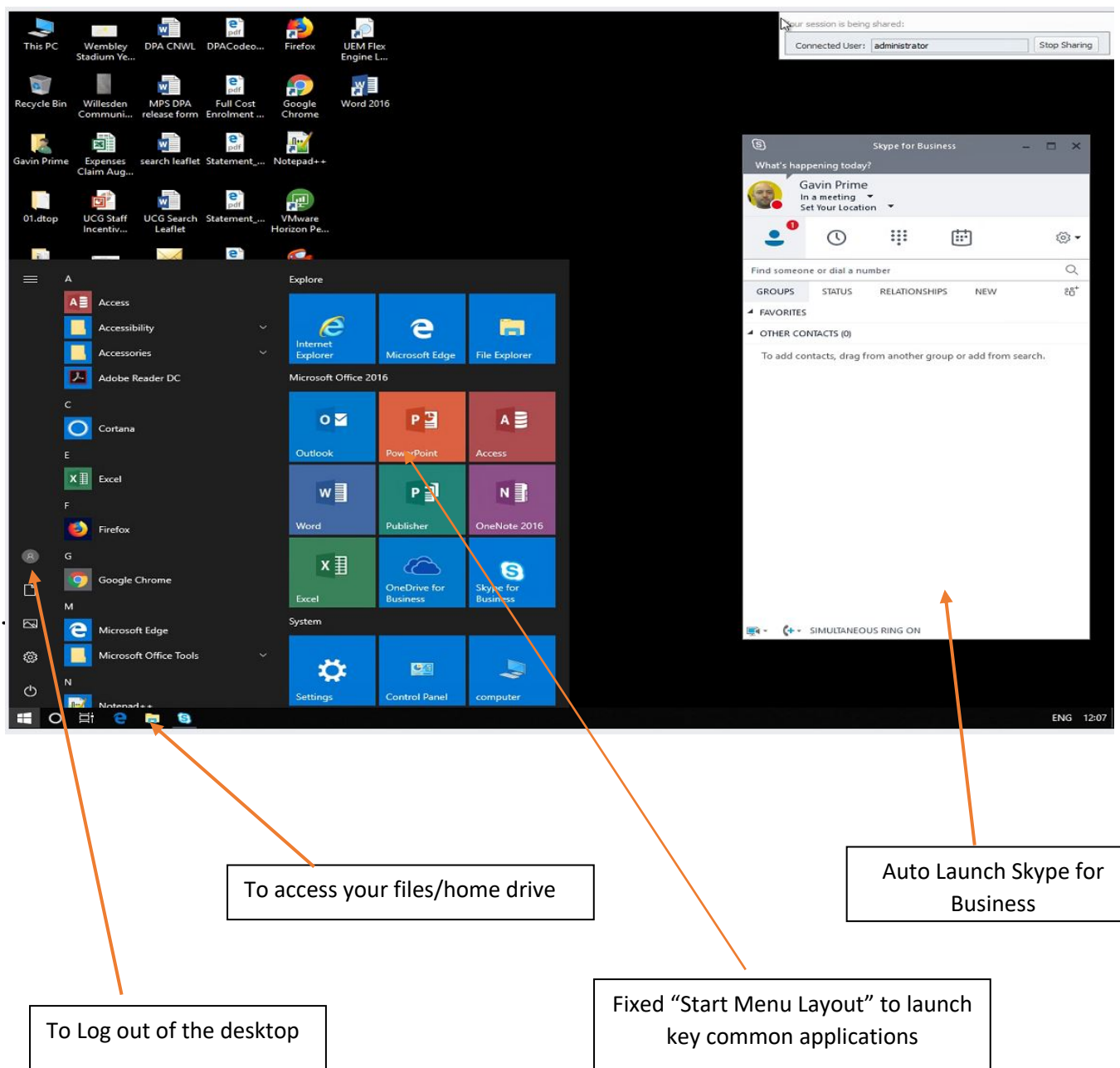i.e. "staff Number"@cnwl.ac.uk then your staff password.

Once logged in you will be presented with this web page. You will need just need to click on the Staff Standard Desktop icon.

You will notice that we have installed Windows 10 with Office 2016 plus you will be able to view your application.

Once you have logged in you will be presented with a Windows 10 desktop as show below.

To access your files/home drive

Auto Launch Skype for Business

To Log out of the desktop

Fixed "Start Menu Layout" to launch key common applications

Support: If you require support please email IT.helpdesk@cnwl.ac.uk