



College of San Mateo




## How to install VMWare Horizon Client on Windows

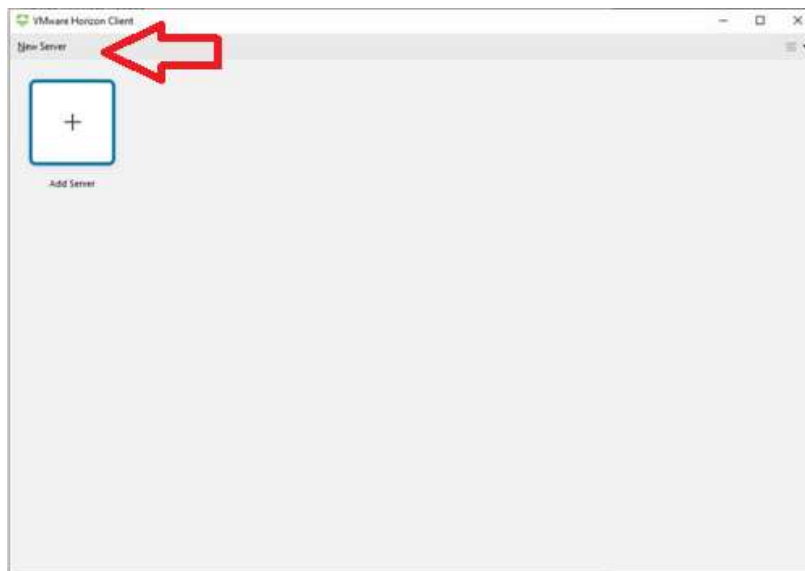
1. Go to <https://labs.smccd.edu/>
2. Select "Install VMware Horizon Client"



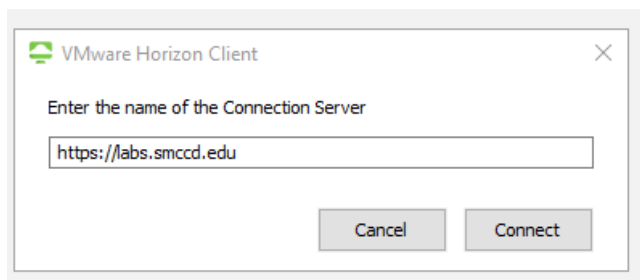
- After selecting “Install VMware Horizon Client,” pick your computer’s operating system



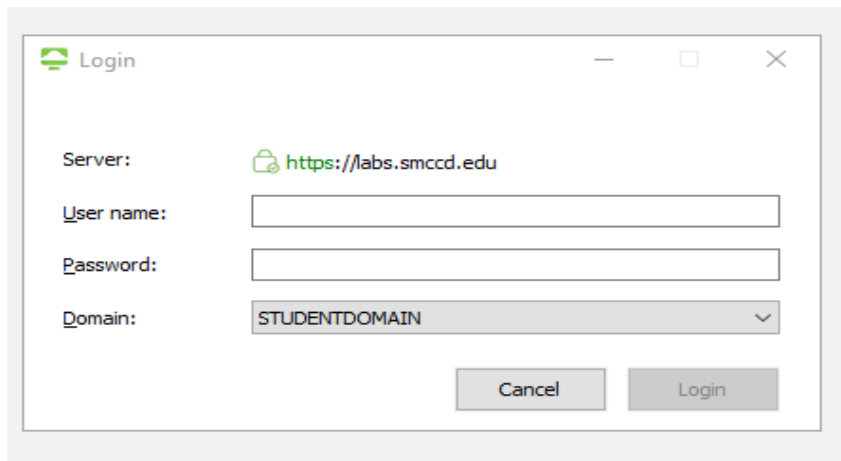
- Once the installer is downloaded, click on the file to install.
- Once installed, you will have to restart your computer
- Double Click the VMware Horizon icon on your desktop to launch the application 
- Click “New Server” on the top left corner



- Enter <https://labs.smccd.edu> for the name of the Connection Server.  
Note: Your connection will be saved for ease of access.



- In the login screen, enter your username and password  
The Domain is STUDENTDOMAIN



The screenshot shows a 'Login' dialog box with a title bar containing a green icon and the text 'Login'. The dialog has four input fields: 'Server:' with a green lock icon and the text 'https://labs.smccd.edu'; 'User name:' with an empty text box; 'Password:' with an empty text box; and 'Domain:' with a dropdown menu showing 'STUDENTDOMAIN'. At the bottom right are two buttons: 'Cancel' and 'Login'.

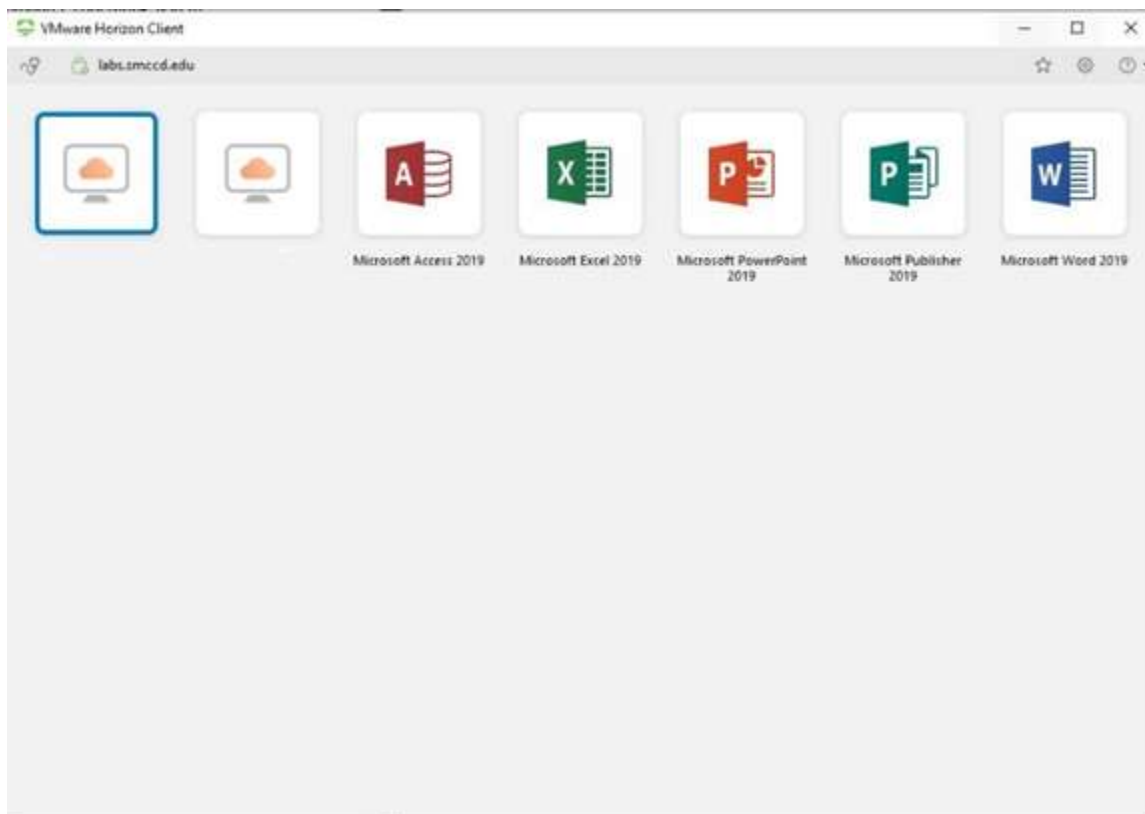
## Using VMware Horizon Client with Windows:

Once logged into the Horizon Client, you now have access to the College Labs and Applications.



Double click the icon to log onto a remote computer in your assigned Classroom Lab.

You can also use the Application shortcuts that are available to you.

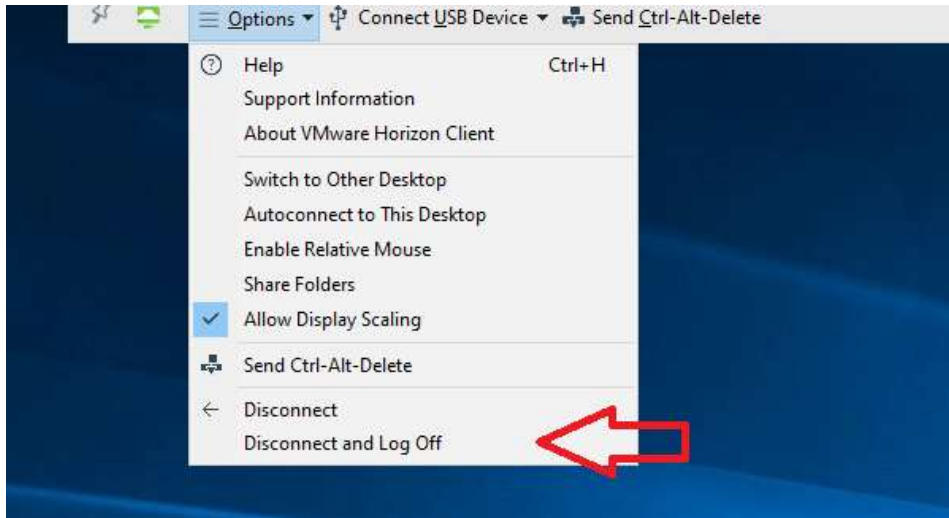


## Logging Off a remote computer session with VMware Client for Windows:

1. On the top of the screen, you will see the following

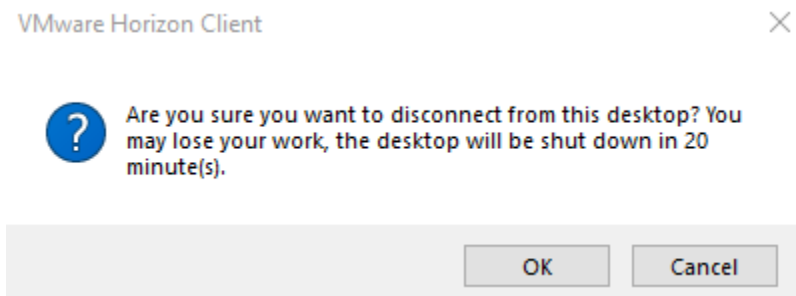


2. Click "Options"
3. You will have the choice to "Disconnect" or "Disconnect and log off"



**Disconnect**= You will get a warning message stating that this will leave your session connected for 20 minutes and will give you time to reconnect and save your work in case you forget. After 20 minutes you will be completely logged off and any unsaved work will be lost.

This also applies if you are abruptly disconnected from your remote computer. You have 20 minutes to get back onto your session.



**Disconnect and Log Off**= This will completely log you off and any unsaved work will be lost.

**NOTE:** Please use this option when you are finished using the computer. This will allow other students, who are waiting for an available remote computer, to be able to log on.



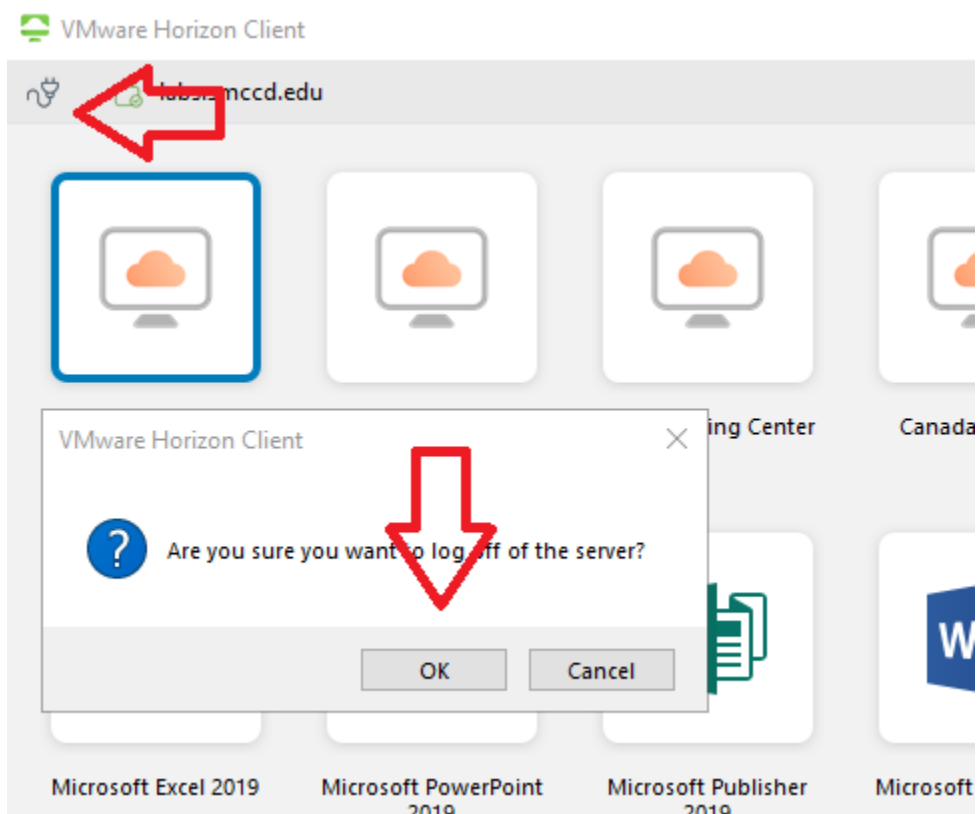
Are you sure you want to disconnect and log off from this desktop?

OK

Cancel

### Logging out of Horizon Client for Windows:

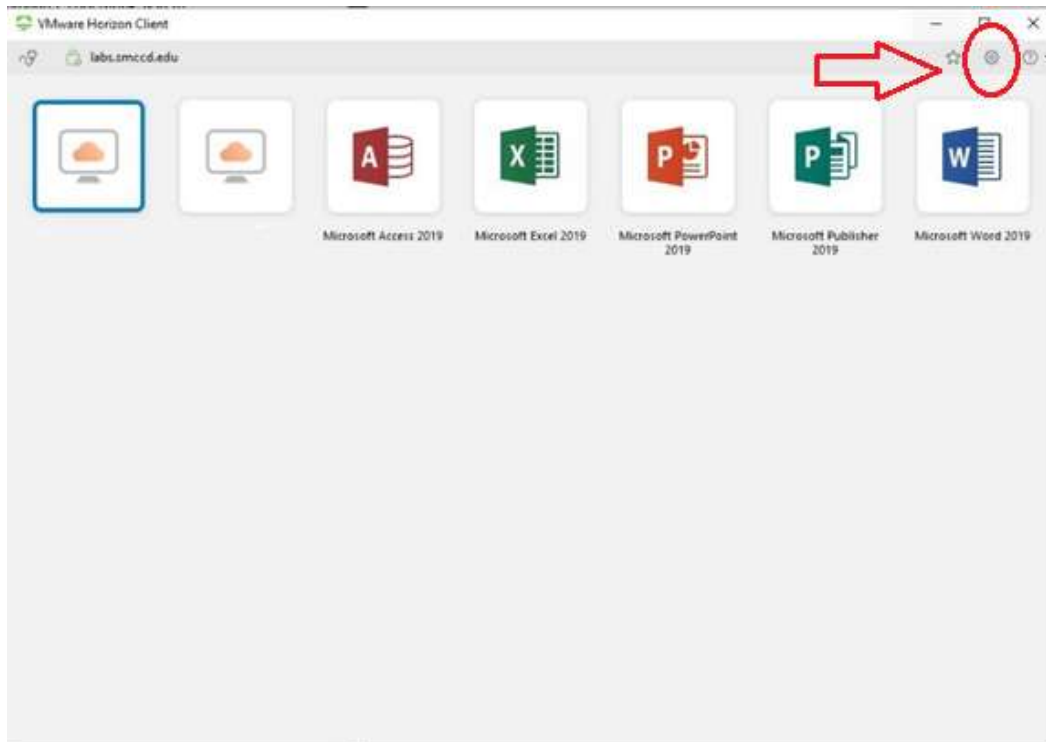
1. Click the power plug icon in the top left of Horizon Client.
2. Click Ok to log off the server.



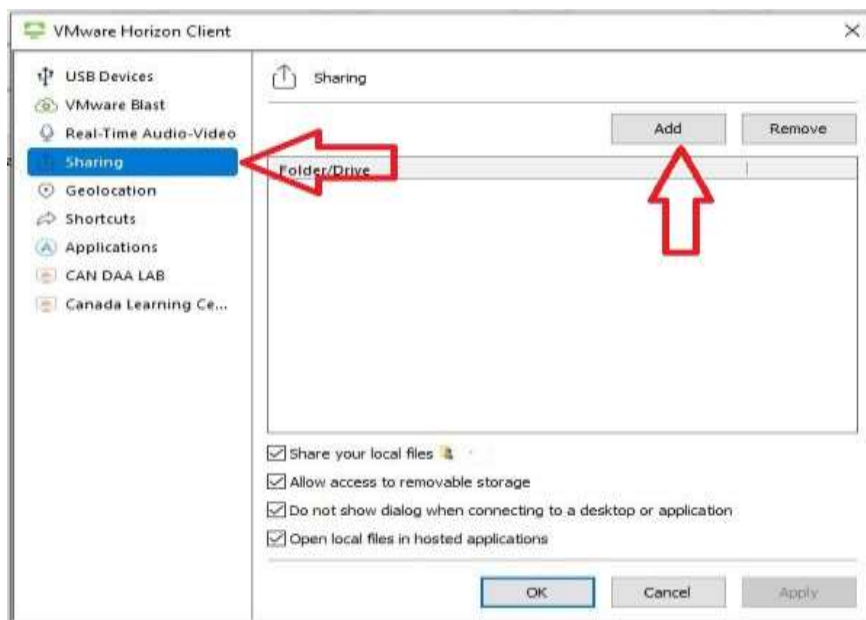
## How to transfer data between your remote computer and your local computer's resources using Horizon Client for Windows:

If you want to share files between your computer and the computer you are remoted into, you will need to follow these steps.

1. With the VMware Client open, click on the cogwheel in the top right hand corner.



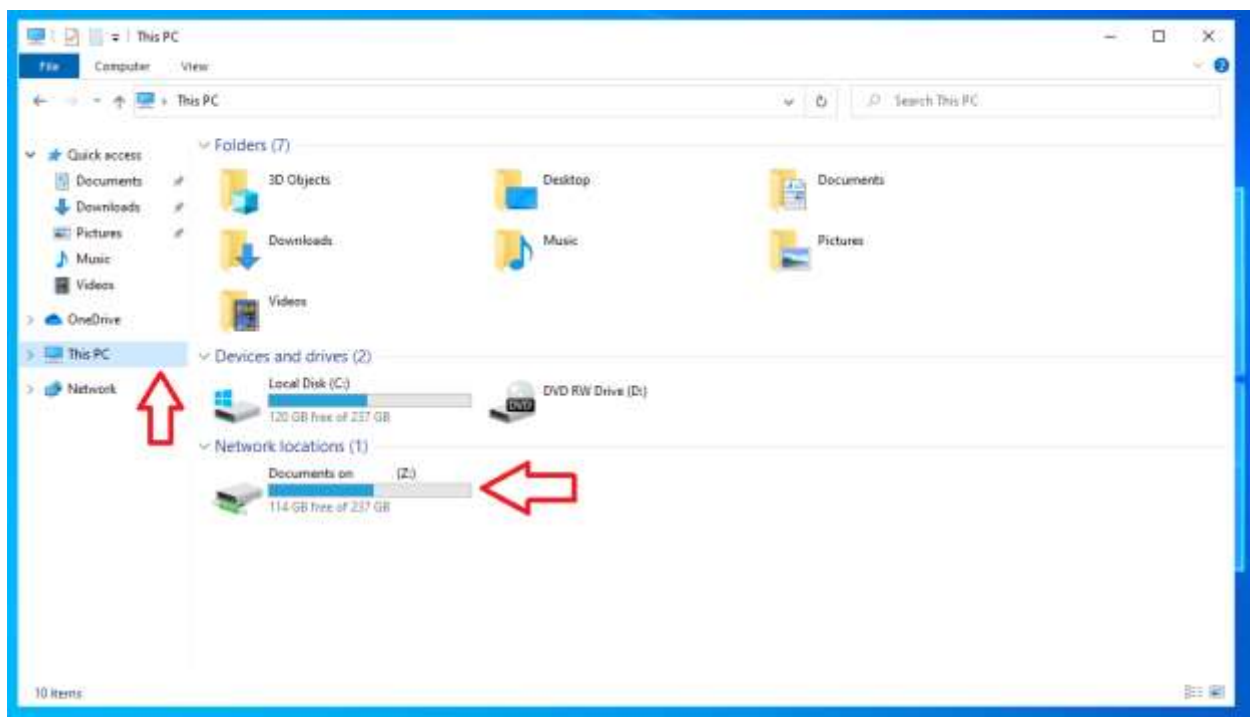
2. On the left menu, click "Sharing"
3. Click "Add"



4. In this menu, select the folder or drive on your computer, that you would like to make accessible and click “OK”



5. Once connected to your Lab Computer, you will be able to see your shared location you have selected in “This PC” in the Windows Explorer



## How to install VMWare Horizon Client on OSX

1. Go to <https://labs.smccd.edu/>
2. Select "Install VMware Horizon Client"




3. After selecting "Install VMware Horizon Client," pick your computer's operating system

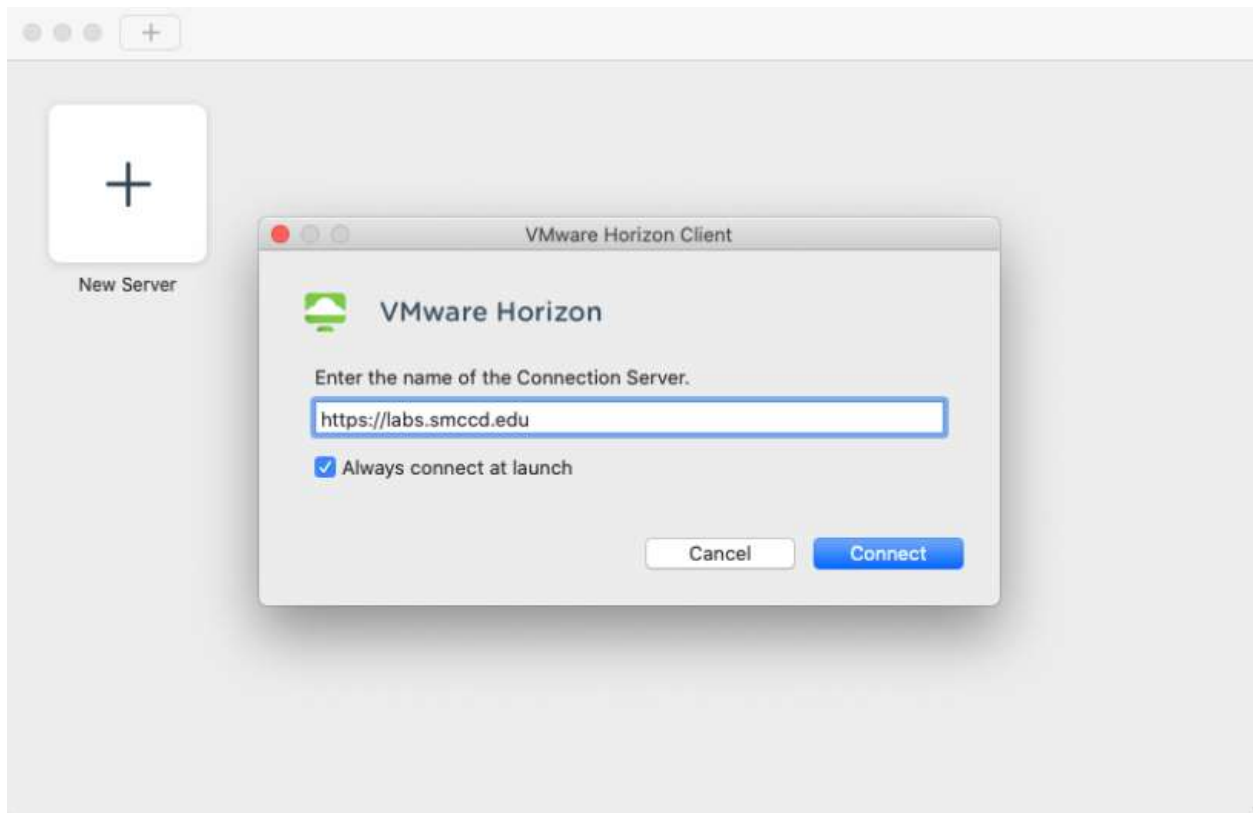


4. Once the installer is downloaded, click on the file to install.
5. Drag the icon to the Applications folder.

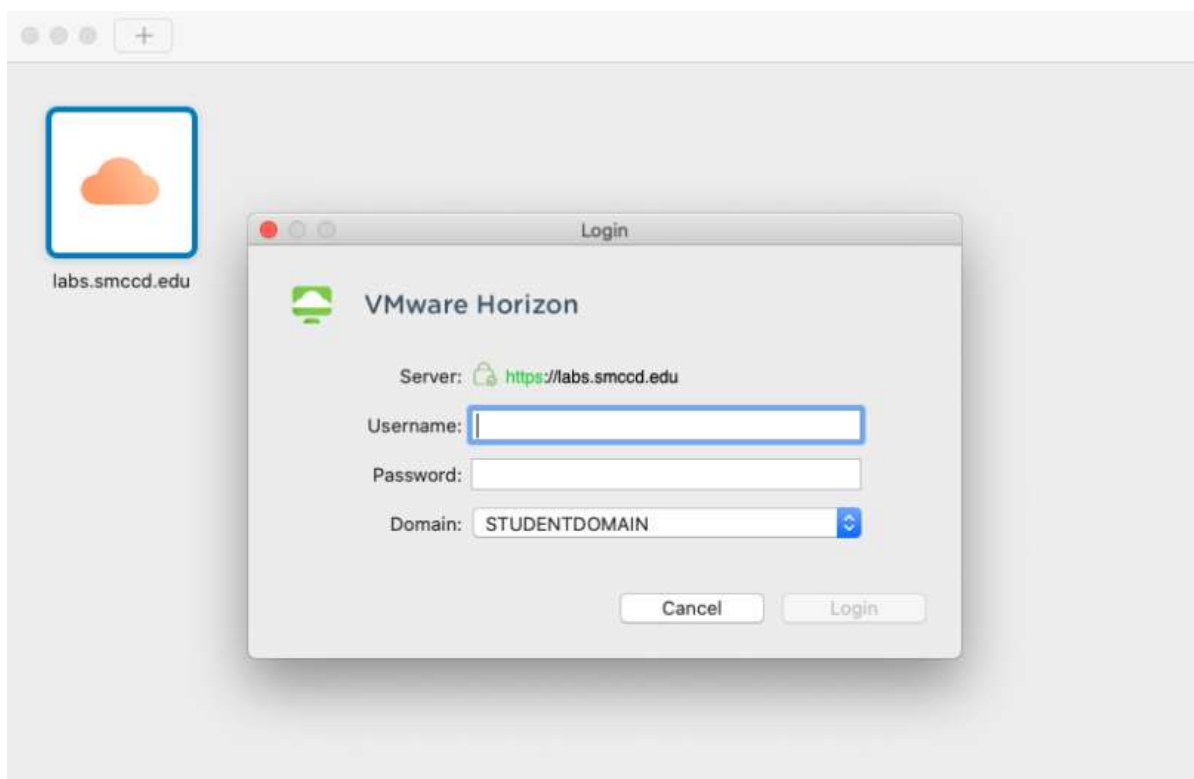




6. Double Click the Horizon Client icon  in the Applications folder to start Horizon Client.
7. Click “New Server” on the top left corner
8. Enter <https://labs.smccd.edu> for the name of the Connection Server.



9. In the login screen, enter your username and password  
The Domain is STUDENTDOMAIN



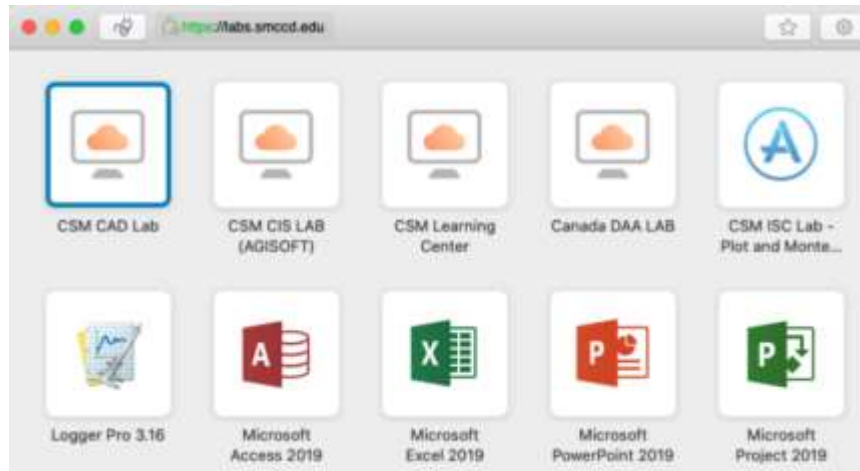
## Using VMware Horizon Client with OSX:

Once logged into the Horizon Client, you now have access to the College Labs and Applications.



Double click the icon to log onto a remote computer in your assigned Classroom Lab.

You can also use the Application shortcuts that are available to you.



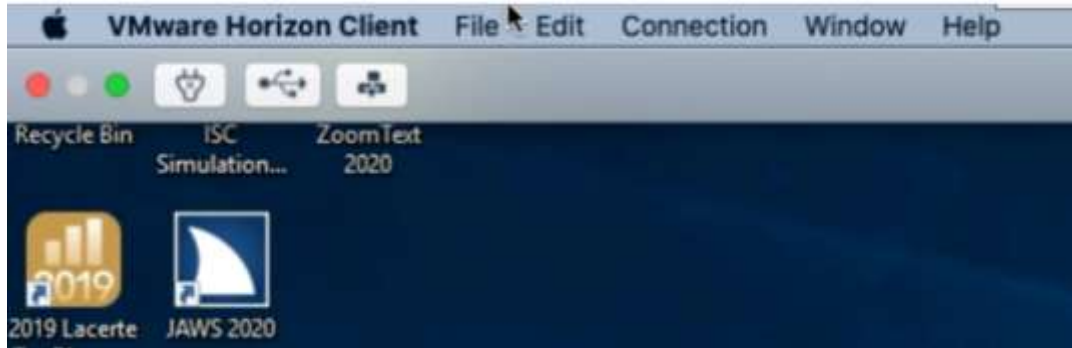
Once you are connected to your remote computer, a prompt will ask you if you want to share your local resources such as your Home folder and removable storage. Click “Allow” if you want to be able to transfer files between your computer and the remote computer. If you choose “Deny,” you can always set this up later.



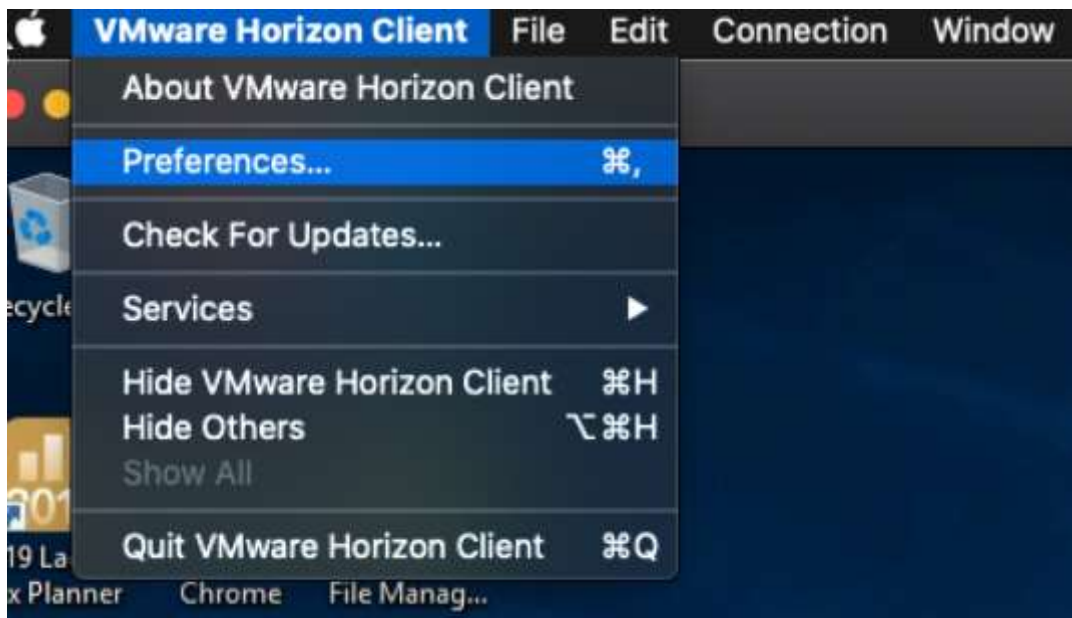
## How to transfer data between your remote computer and your local computer's resources using Horizon Client for OSX:

If you want to share files between your computer and the computer you are remoted into, you will need to follow these steps.

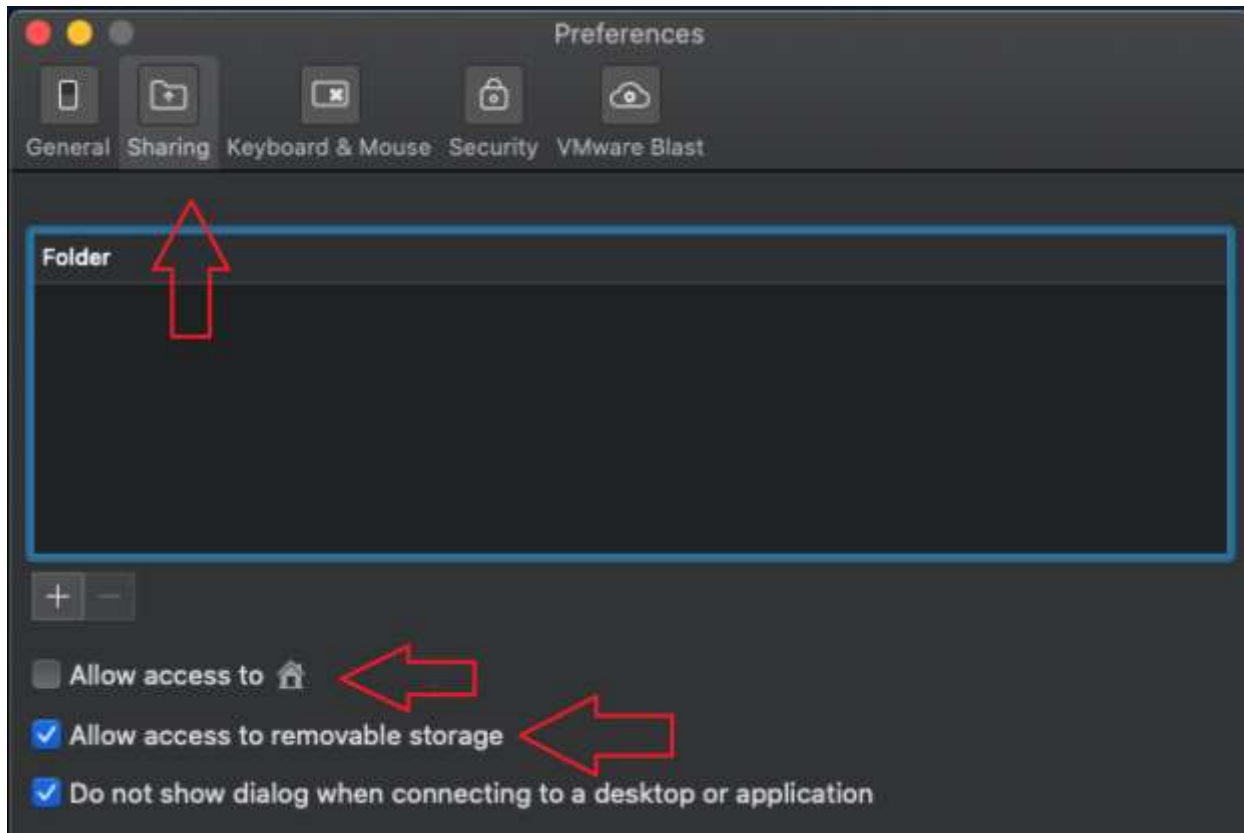
1. If you are in full window mode, press Command + Control + Option + F to exit the full window.



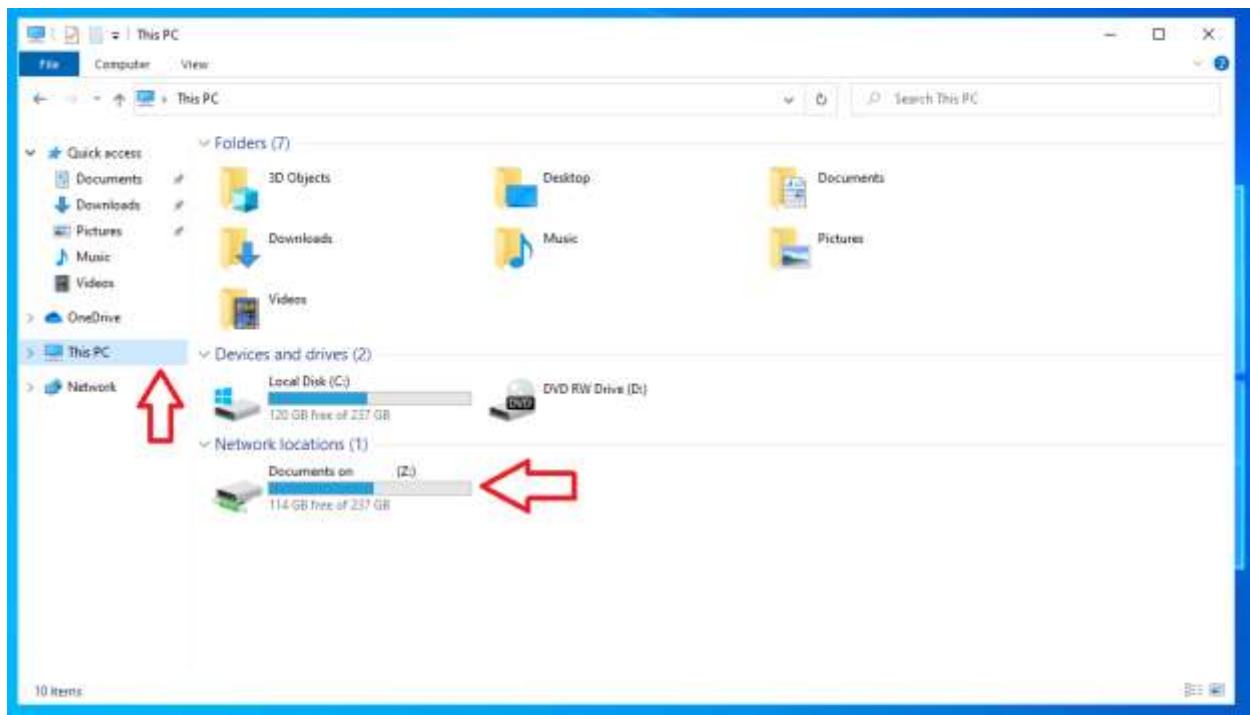
2. You will now be able to see the tool bar at the top of the screen. Choose the “VMware Horizon” Tab and select Preferences.



3. Select the Sharing Tab and check the boxes “Allow Access to” and “Allow Access to removable storage.”



4. Once connected to your Lab Computer, you will be able to see your shared location you have selected in “This PC” in the Windows Explorer



### Logging Off a remote computer session with VMware Client for OSX:

1. If you are in full window mode, press Command + Control + Option + F to exit the full window.
2. Select the "Connection" Tab and choose Log Off.

Note: Disconnect will leave your remote session in place for 20 minutes. It will give you time to reconnect and save your work in case you forget. After 20 minutes, you will be completely logged off and any unsaved work will be lost.

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