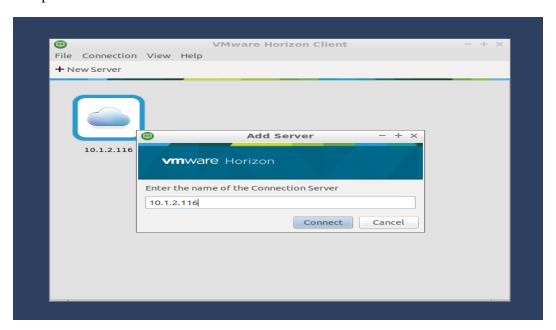
## **User Guide for Virtual Graphics Workstations**

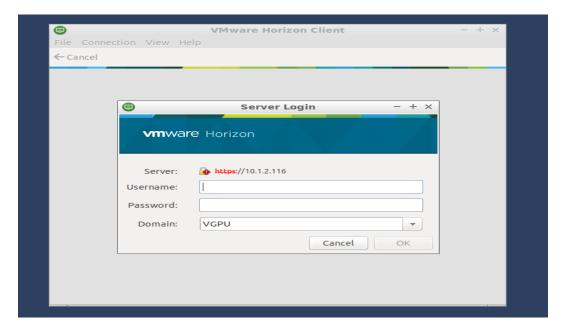
- 1. Power on the thin client by pressing the power button on the device. (The button will turn green when powered on)
- 2. Login to the thin client using the user name and password provided by CD for thin client.
- 3. Double Click on the 'VMWare Horizon Client' Icon on Desktop. This will open the Horizon application.



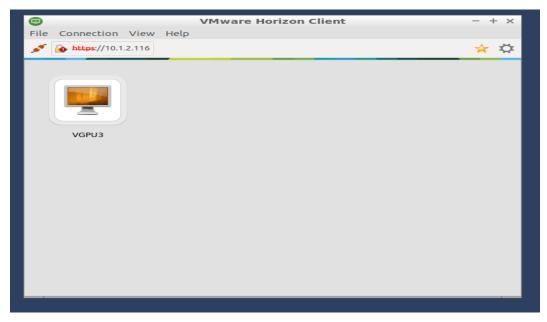
4. Click on the 'New Server' button. A popup box saying 'Enter the name of connection server' will come up.



- 5. Enter 10.1.2.116 as the name of connection server and press connect.
- 6. Another screen will popup asking for username/password. Give the username and password provided by CD for virtual machine.



7. A screen will appear with the name of your virtual machine. Double click on it to connect to your VM.



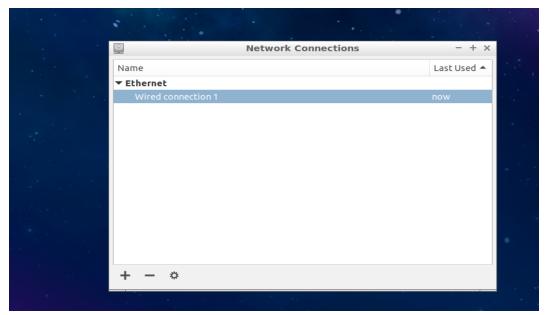
# **Setting IP Address for the Thin Client**

To start using virtual graphics workstation, you have to assign an IP Address to the thin client. For this, get an IP address and gateway IP address from your network administrator.

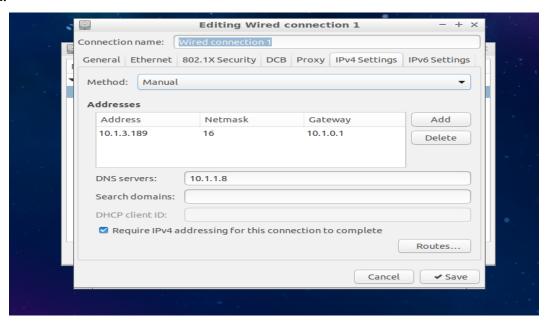
1. Click on the 'Network' Icon at the bottom right corner of your thin client. In the Menu, select 'Edit Connections'.



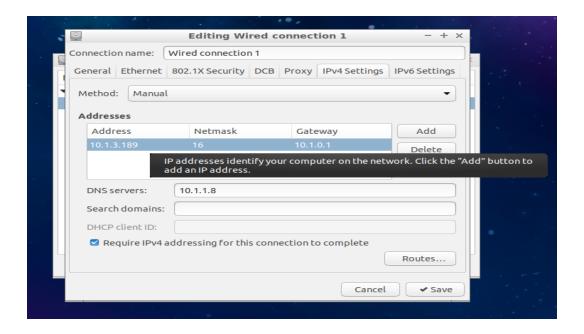
2. A screen named 'Network Connections' will pop up. Double click on 'Wired Connection 1'.



3. A screen named 'Editing Wired Connection 1' will pop up. Select 'IPV4 Settings' tab in the screen.



4. Select Method as 'Manual' from the drop down list. Under 'Address', click on the current IP address and change it to the new IP Address. Also click on the gateway and change it to the new gateway IP Address. Finally click on 'Save' Button.



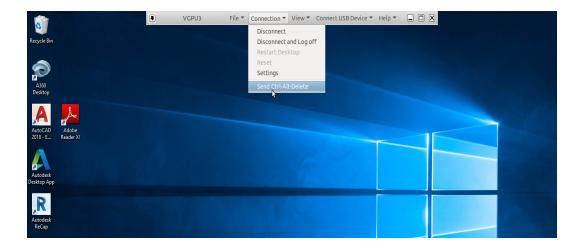
5. For the IP address change to be effective, reboot your thin client by selecting 'Reboot' after clicking 'Power' Button on the bottom right corner of your thin client.



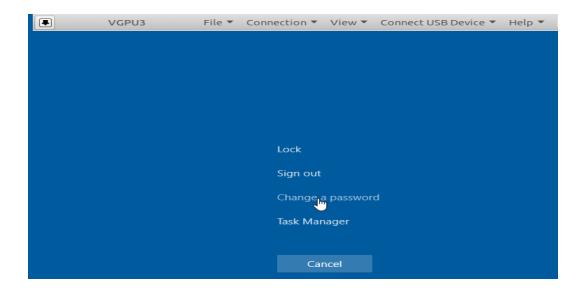


### **Working on the Virtual Machine**

- 1. The virtual machine is having Windows 10 Operating System.
- 2. 300 GB disk space is provided in C: Drive and another 300 GB in E: Drive. These spaces can be used for installing applications and storing files you are currently working on. Another 1 TB space is available in NAS Volume. This space can be used for storing backup/ older files.
- 3. The administrator password for virtual machines is currently not provided to users. In case you want to install any applications/ do any actions requiring admin privilege, contact Computer Division.
- 4. For opening Task Manager/ ending any hanging tasks, press the 'Send Ctrl-Alt-Delete' button under 'Connection' Tab which appear on top of the virtual machine screen.



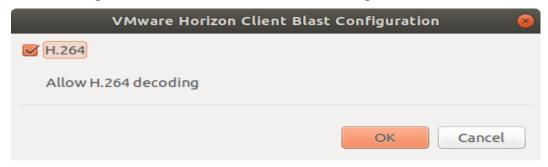
5. For changing password of your virtual machine, click on 'Send Ctrl-Alt-Delete' button under 'Connection' Tab and select 'Change a Password' option.



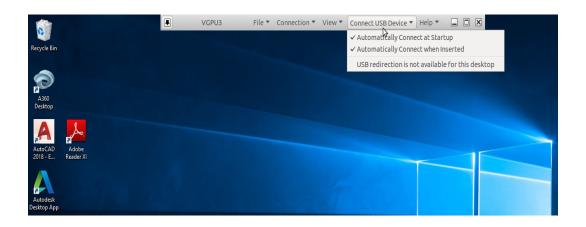
- 6. Please do not change the following settings in your Vmware Horizon client:
- a. Under File → Preferences, 'Do not verify server identity certificates' must be selected.



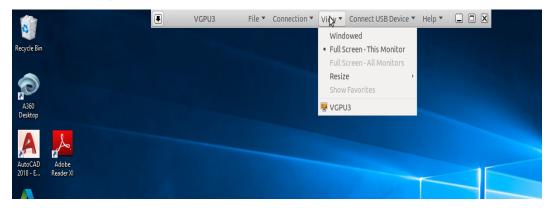
b. Under File → Configure VMWare Blast, Allow H264 encoding must be selected.



c. Under 'Connect USB Device', 'Automatically Connect at Startup' and 'Automatically Connect when inserted' should be checked. By doing this, any USB device you are attaching to the thin client will automatically appear in your Windows Virtual Machine, under 'This PC'.



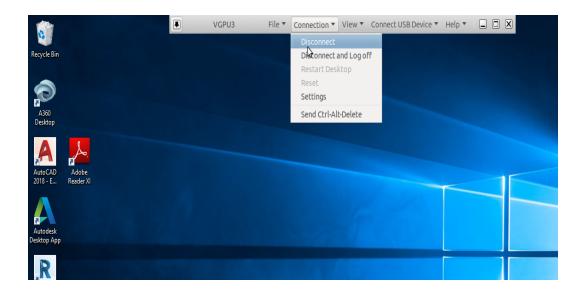
d. Under 'View' Menu, 'Full Screen – This Monitor' should be selected.



Important: Please remember that your thin client is to be used only as a device for connecting to the Virtual Machine. Please do not try to install/uninstall any programs or change configurations in it.

### **Disconnecting from a VM**

- 1. Do not shut down or restart your virtual machine.
- 2. Once your work is over, you can disconnect from your VM by: Click 'Connection' button on top of VMWare Horizon Client Menu and use 'Disconnect' option. By doing this, you will not be logged out from your virtual machine and your job running in VM will continue



3. After that click on the 'Disconnect from Server' option on the top left corner of Horizon client. When it asks for a confirmation, select 'Disconnect'. After this, you can close Horizon client.



3. To shut down thin client, click power button at the bottom right corner of thin client and choose 'Shut Down'

## **Contact Details - Computer Division**

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