Broadridge AWS Workspaces Accessing Guide

Accessing & Setting Up AWS Workspaces

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Associates & Contractors

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Broadridge®

Steps for Accessing AWS Workspaces

Step1:

Download and install Workspaces Client for your machine (Windows/MAC):
https://clients.amazonworkspaces.com/

Step2:

Download and install Duo Mobile App for your Mobile Device (iOS Devices on App Store, Android Devices on Google Play Store).

Step3:

Registering Duo Mobile:

After installation, you will need to work with your local IT technician or the Global Help Desk to register the application to your account. 24X7 Global IT Help Desk: US-(631) 254-7700 or India-040 66278600.

Step4:

Connecting to Your Workspace

To connect to your Workspace, complete the following procedure.

1. The first time that you run the client application, you are prompted for your registration code, which is contained in your welcome email. The Amazon Workspaces client application uses the registration code and username to identify which Workspace to connect to.
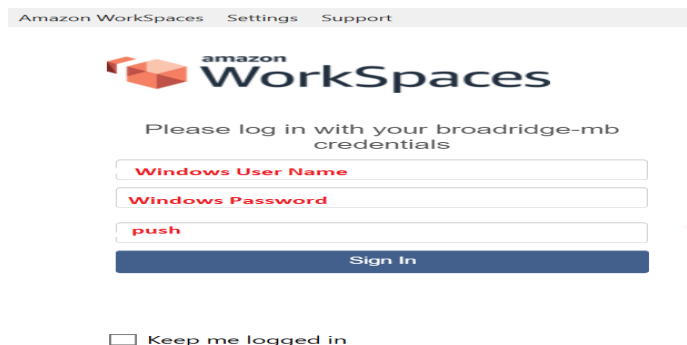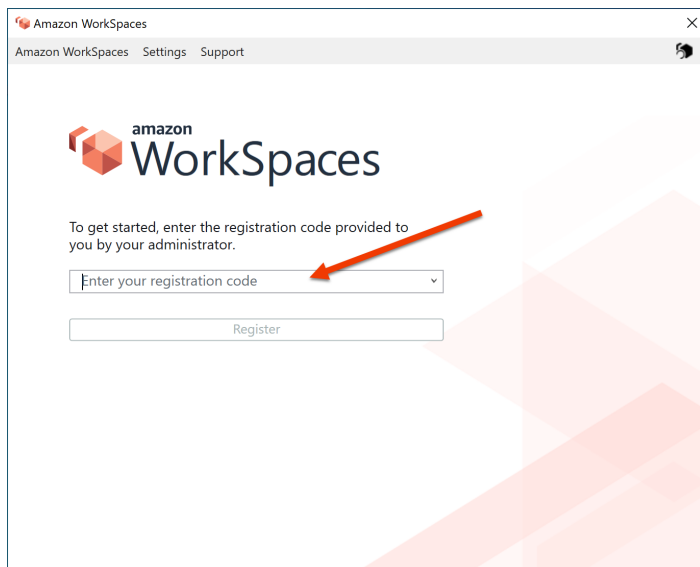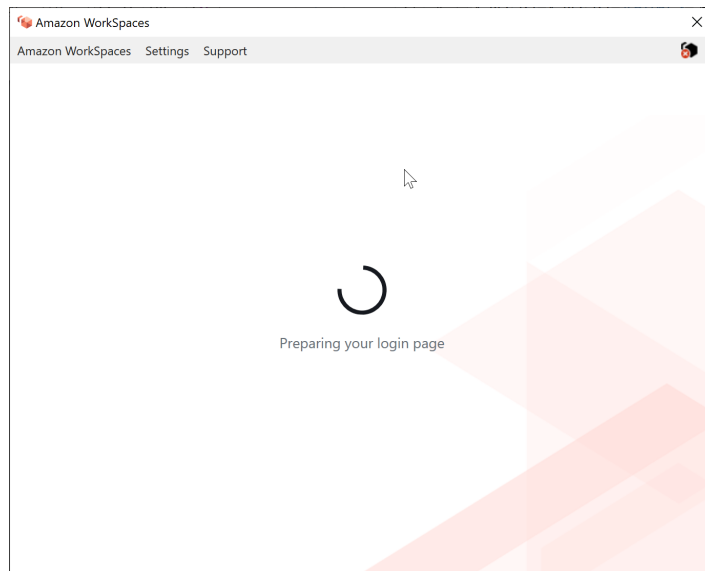
When you launch the client application later, the same registration code is used.

2. After Registration is complete you will see your Workspace Login Screen. User Windows ID, Windows PW and on the MFA Code line use your Duo Moblie Token Code.
   or
   NOTE: How to use Push Notiifcation in AWS Workspace login screen for Duo Authentication, Instead of giving MFA Code manually.

   Even you can give User Windows ID, PW and push (as a single word) in the MFA Code tab, so that Push notification will go your mobile Duo App, there you need to appove. Once appoved,It will auto authenticate the workspace.

Or Login with Windows ID, PW and Duo Mobile Code
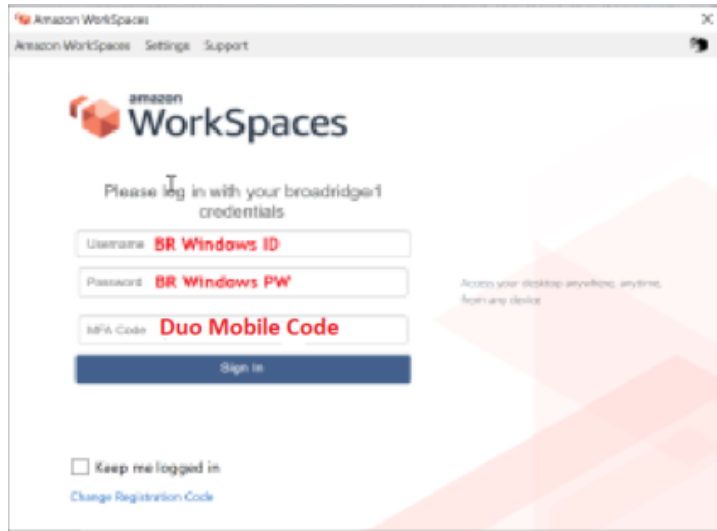
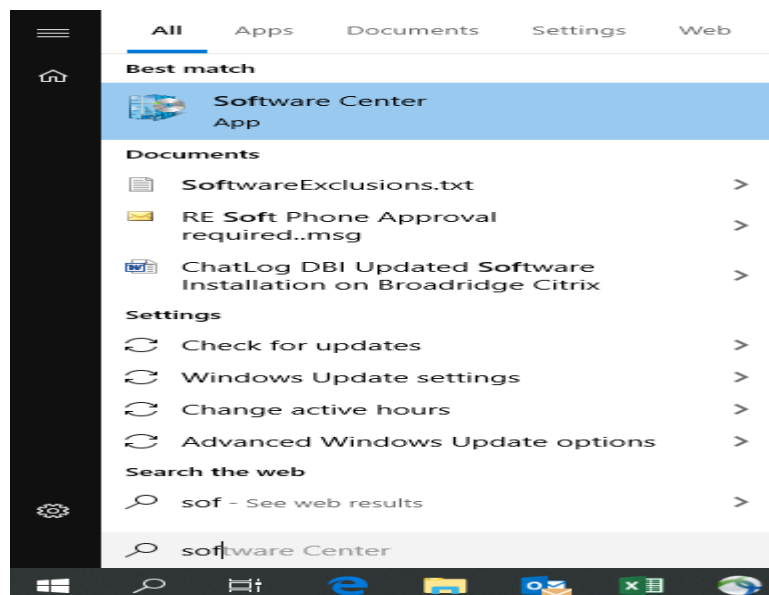
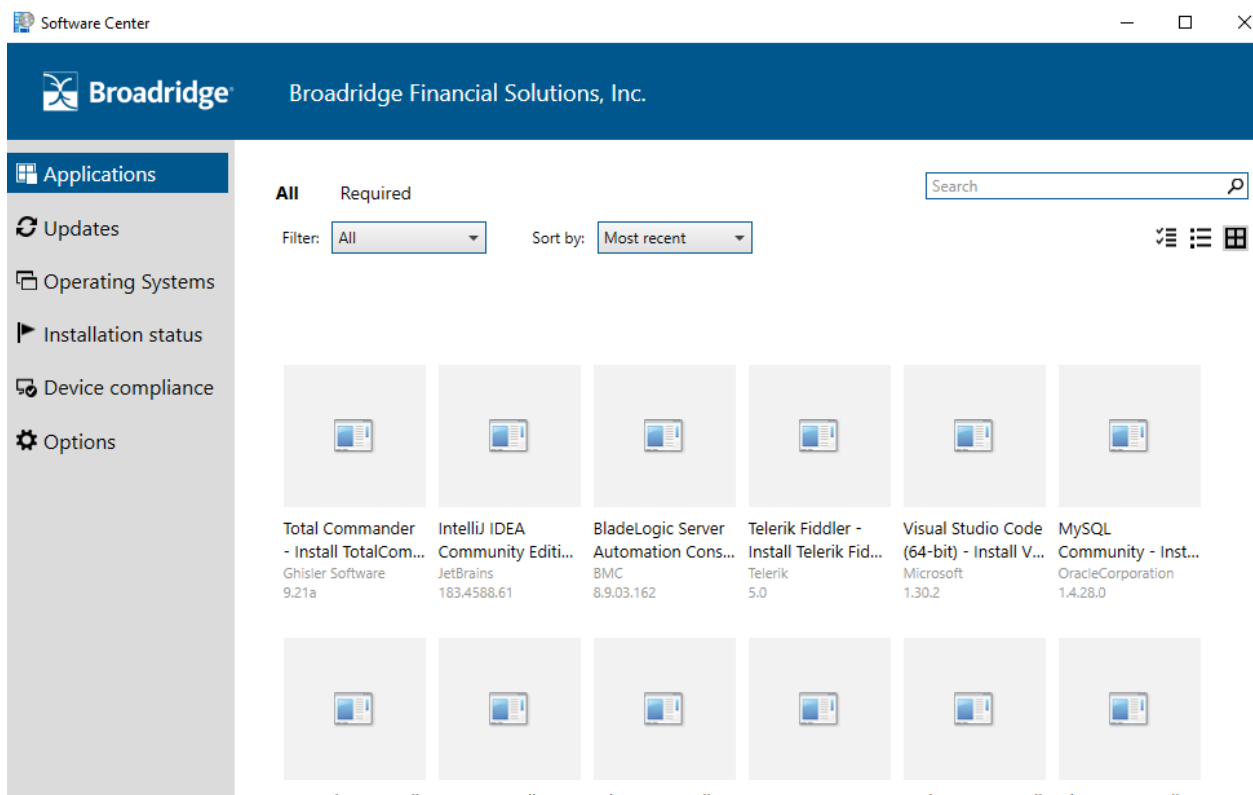3. Upon successful login your AWS Windows Workspace will load.

Step5:

For installing desired Apps from System Center:

All the desired applications are already pushed from SCCM, please install by searching in Software center from Start Menu->Software Center.

Click on Applications to see all your required allocated Applications from your work Stream.

You can select the desired application and click on install. Once installed in will show in the Start menu-> all programs.

Applications > Application details

Greenshot - Install Greenshot

Published by Greenshot

Install

Status: Available
Version: 1.2.10.6
Date published: Not specified

Restart required: No
Download size: Less than 1 MB
Estimated time: Not specified
Total components: 0

Note:

Chrome, Jabber, WebEx, Office and few other default applications are already installed and not required to install again.

All you work software's and other data you need to point to the D: drive. If any issues with your Workspace will refresh the C: drive and which doesn't affect to the D: drive data or applications.

Contact Details on any further help on Workspaces:

1) AWS Workspace Account lock and Duo issues need to be contact helpdesk with below contact details or through email.

 Email address: GlobalITHelpdesk@broadridge.com

 Contact details: +1 631 254 7700 or Ext 57700

2)Any other issues with AWS Workspace need to reach the below Citrix support team.

Email address: TSSCitrixSupport@broadridge.com