UTSA The University of Texas at San Antonio™ COLLEGE OF BUSINESS

## Technology Resources

## Setup and configuration of the Virtual Desktop Infrastructure VDI

**What is VDI, and how does it work?**

VDI **(Virtual Desktop Infrastructure)** is a technology used to create a virtualized desktop environment on a remote server setup. VDI segments servers into various virtual desktops that the users can access remotely through their computers. These virtual desktops are hosted on Virtual Machines (VM).

In partnership with UTS (University Technology Solutions), the College of Business has developed a custom image in the VDI environment concentrated on the applications and configurations of software used in the College of Business.

This configuration consists of two elements a custom VDI image call **COB VDI** and **published applications** such as SAS foundation, SAS Enterprise Guide SAS Enterprise Miner, and STATA. This VDI image and published application have been configured to include common components such as packages used by COB faculty and student in teaching and research.

The two elements required to use this resource are the Duo Mobile app and the installation and configuration of a VMware Horizons client. This document will walk you through the process to setup, use and configure these components. In addition, we have included a how-to video as a supplemental resource below.

## VDI Walkthrough Video

If Duo is already set up for push notifications, click here to walk through the VMware Horizon Client's installation.

# Stage 1 Setting up Duo Push

Install the Duo Mobile App on your iPhone or Android.
*(To Access the VDI environment and published apps, multi-factor authentication has been is required)*

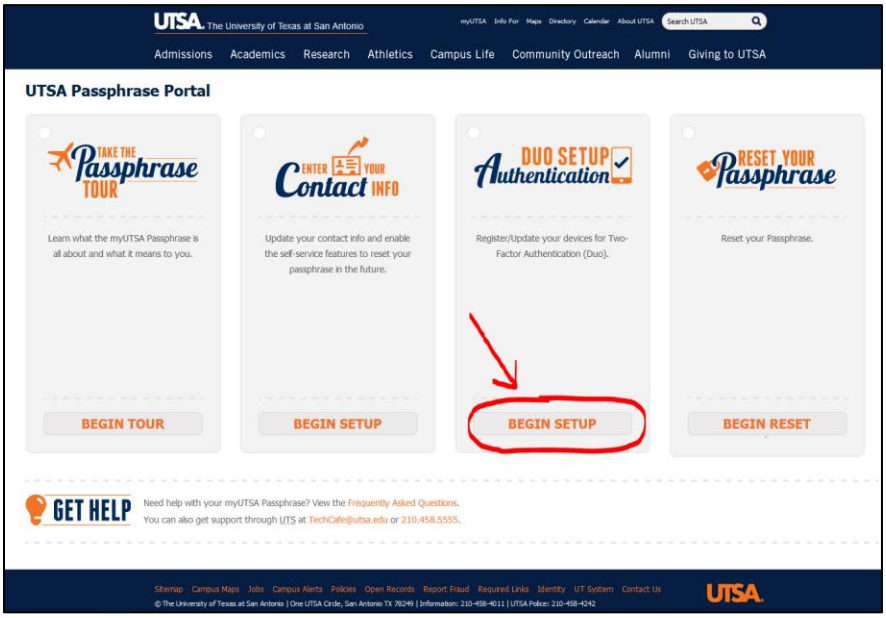
Note 1: The Duo Mobile will only work with the VMware Horizons Client if you use the Push feature in the Duo Mobile app.

Note 2: If the VPN is connected, please disconnect before launching the VDI client.

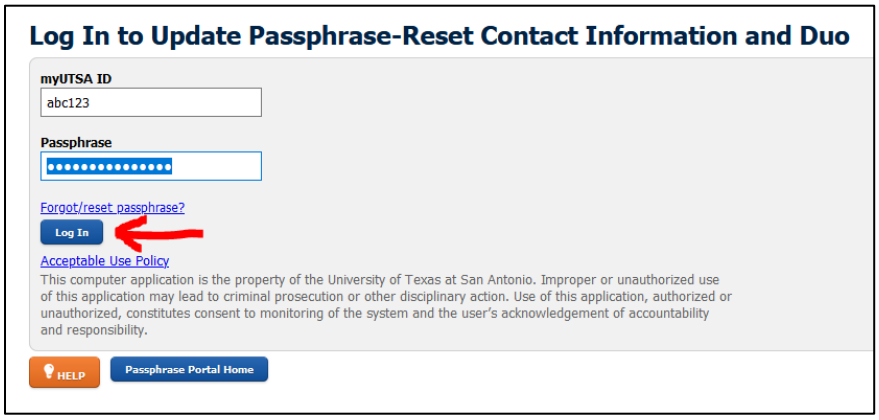
1. Install the Duo Mobile Application on your phone
    a. For Android: https://play.google.com/store/apps/details?id=com.duosecurity.duomobile&hl=en_US&gl=US
    b. For Apple: https://apps.apple.com/us/app/duo-mobile/id422663827

Once installed:

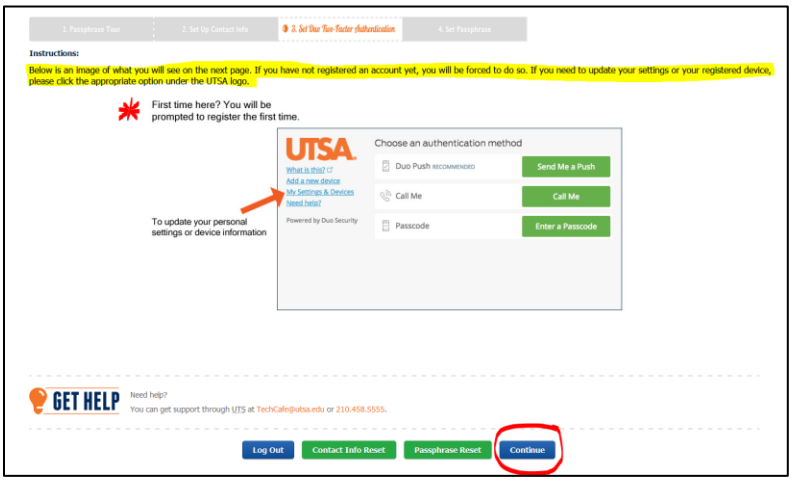
2. Go to: https://passphrase.utsa.edu/
3. Find the Box titled "Duo Setup Authentication" and click "Begin Setup."



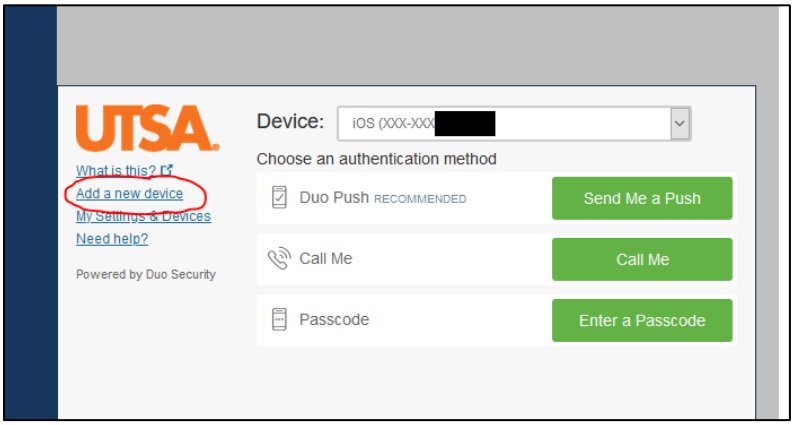
4. Enter your abc123 and passphrase, click "Log In."



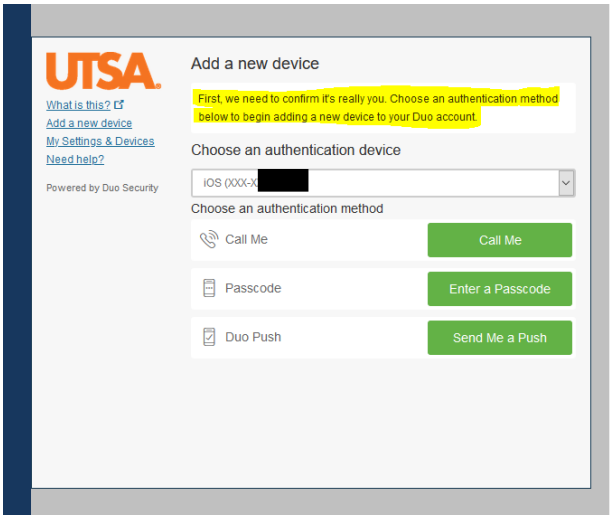

5. The next screen gives a brief explanation of the coming steps; select Continue.



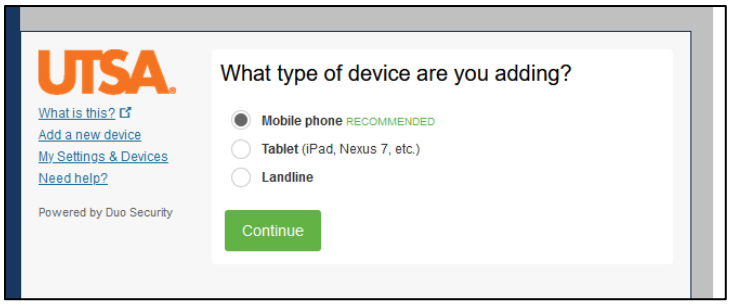

6. Select Add a new device.



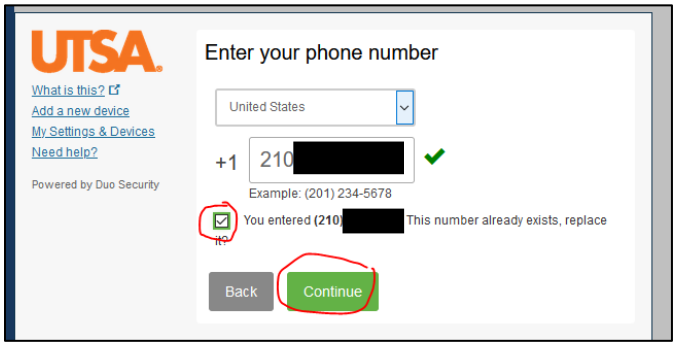
7. Choose Call Me



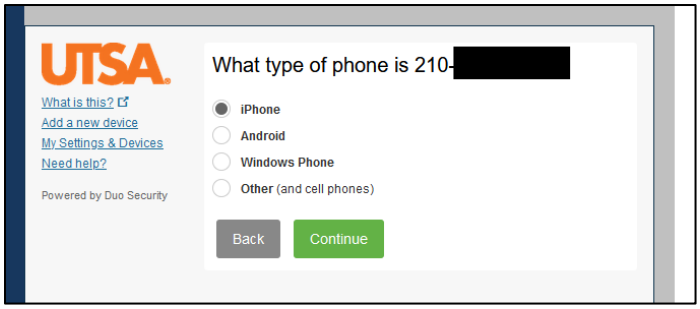

8. Select the device, Mobile Phone, and continue.



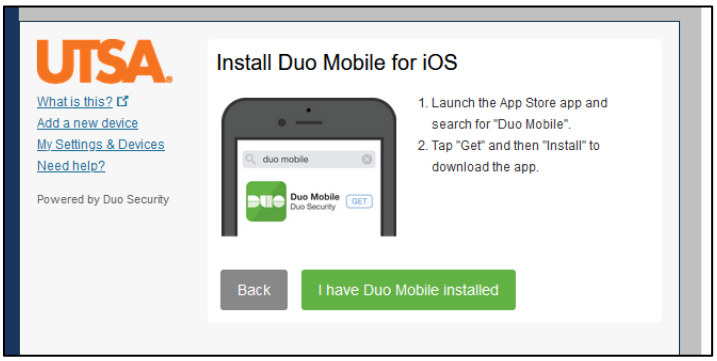

9. Enter your phone number. Once you enter your phone number, a checkbox will appear, select continue.



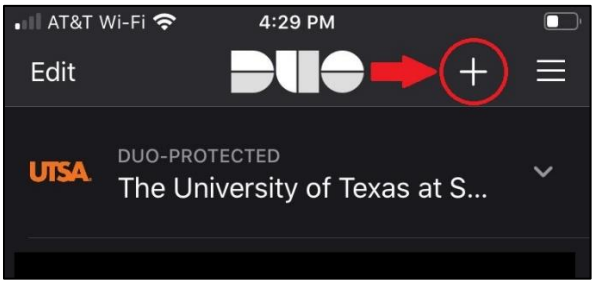
10. Now select phone type, then continue.



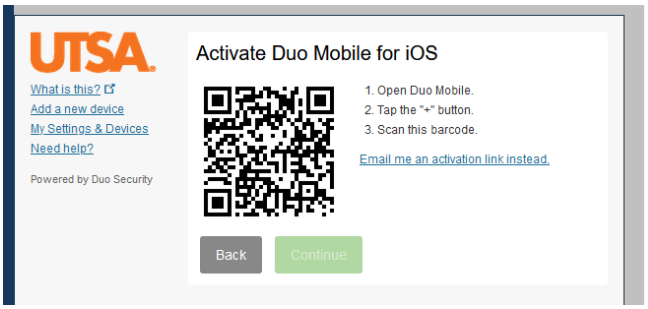

11. When you see this screen, open the Duo Mobile app on your phone and select "I have Duo Mobile installed" on this screen.




12. In the Duo Mobile app on your phone, select the + in the top right corner. If prompted choose, allow the camera.



13. With the camera open, focus on the barcode in the web browser screen. It will automatically read the barcode and process your registration. When registered the continue button becomes active, select continue.




14. You are now set up with the push notification. If you have any issues throughout this process, please contact the Tech Café at 210-458-5555 or email them at TechCafe@utsa.edu

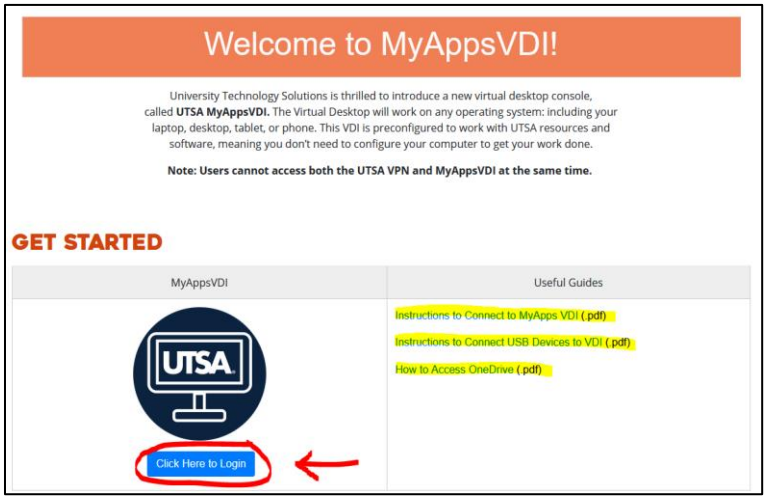
# Stage 2 Setting up the VDI VMware Client

Please Note:  The VPN and VDI environment cannot run at the same time. Please disconnect the VPN before opening the VMware client.

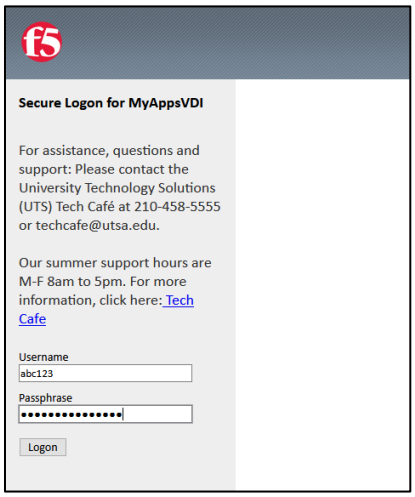
This section will describe how to set up and configure the VMware client, access the COB VDI virtual desktop image, and setup shared folders to your local computer.

1. Go to: https://www.utsa.edu/techsolutions/students/software/vdi.html

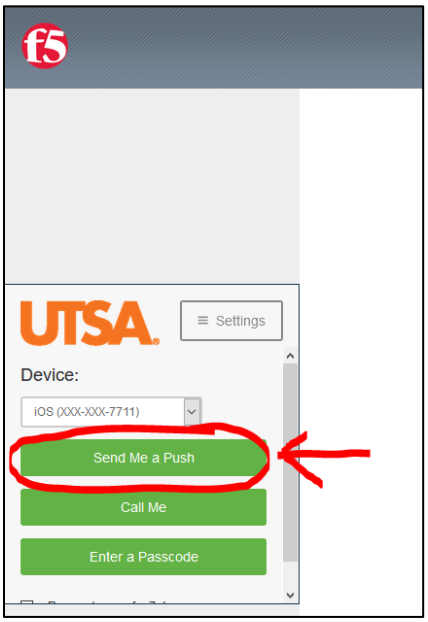
2. Click the button labeled "Click Here to Login."



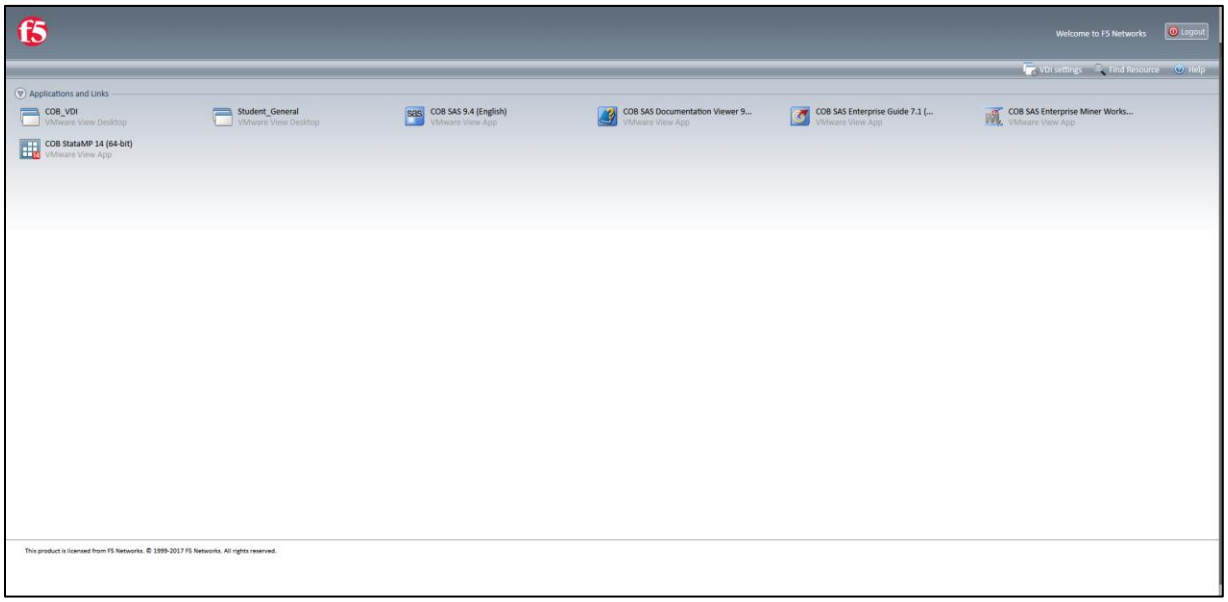

3. Log in with your abc123 and passphrase



4. Select "Send me a Push."

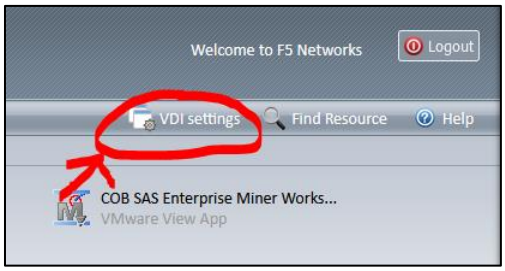



5. When logged in, you will see a screen similar to the below image. The applications that are available to you will be determined the classes you are enrolled in. You will see COB VDI designed for all COB students and Student General designed for all of UTSA.



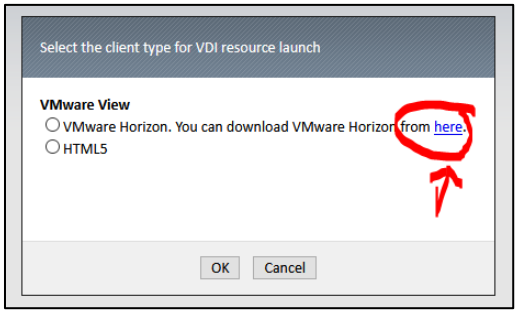
6. In order to save files locally in the COB VDI image and published applications like SAS the VMware Horizons client needs to be installed.

7. Choose "VDI Settings." in the top right corner.

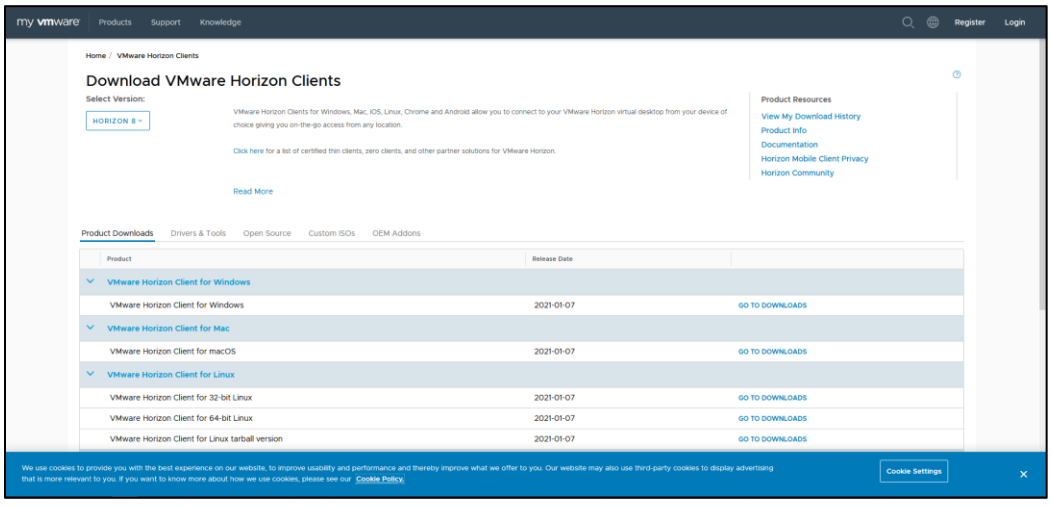



8. In this pop-up, you will see the VMware Horizon option with "here" as a hyperlink. Click the link to download the VMware Horizon desktop application.

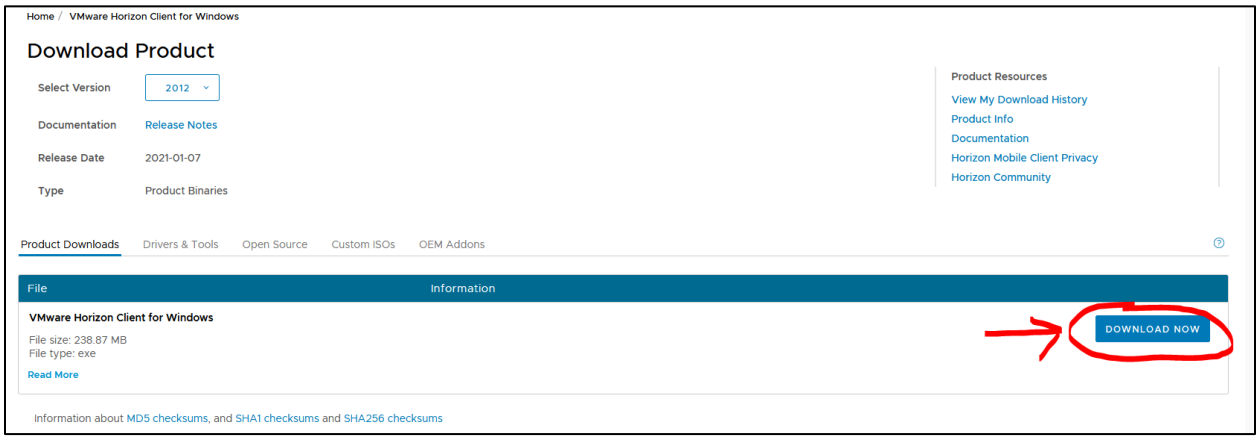
   Note: Do not download the app from the Microsoft store or the apple store, these will have limitations of Drive Sharing.



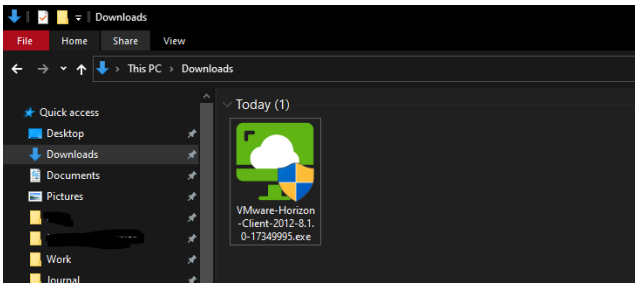

9. Find the section for your Operating system and click “Go To Downloads.”



10.Select "Download Now" to start downloading the client.

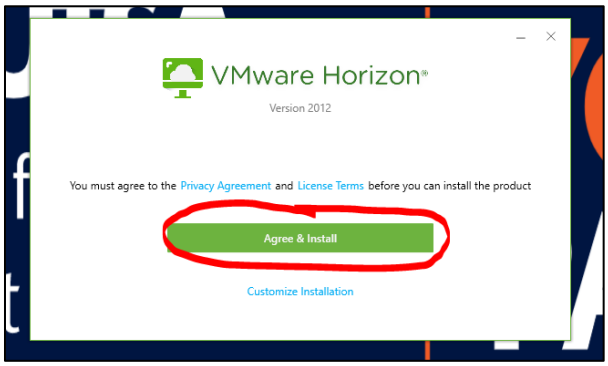



11.Once the file is downloaded, locate the file, and run the installation.

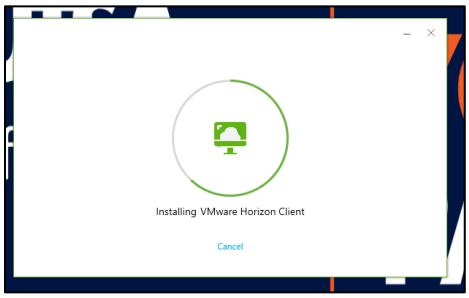



12.If prompted to allow hard drive changes, select "Yes."

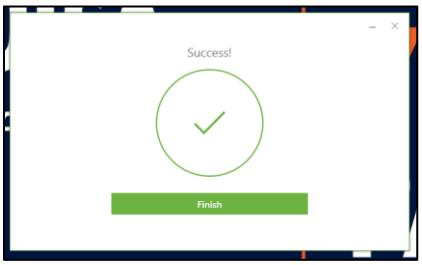
13.When the installer opens, click "Agree & Install."



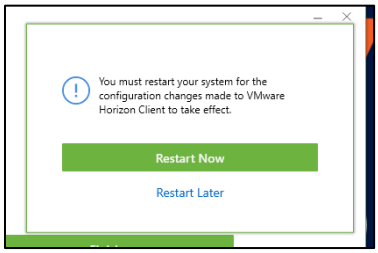
14. The installer could take a few minutes to fully complete. Be patient.




15. When done, click "Finish."

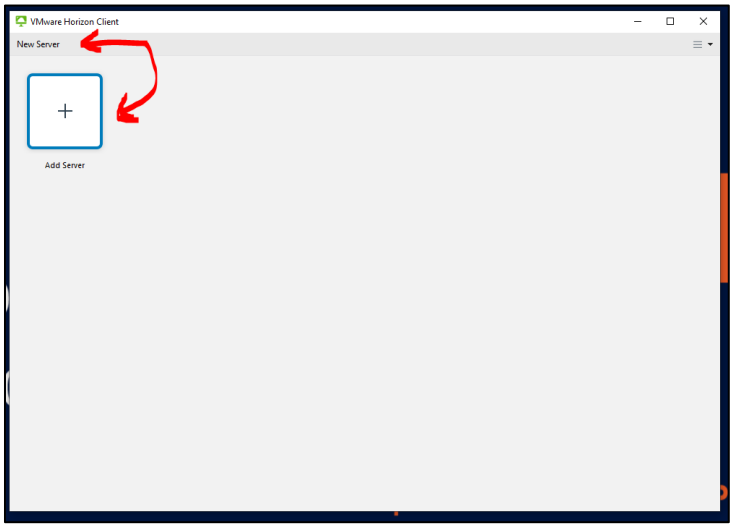



16. Next you will be prompted to restart. Please do so.

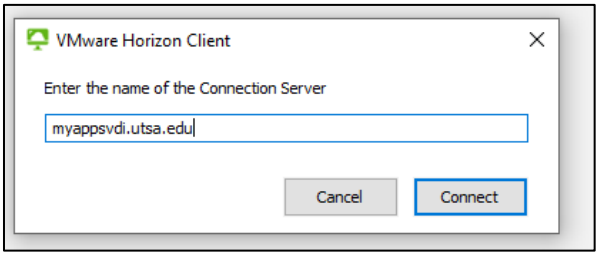



17. When your computer reboots, you will have an icon on your desktop for the VDI client. Click to run the VMware Horizons client.

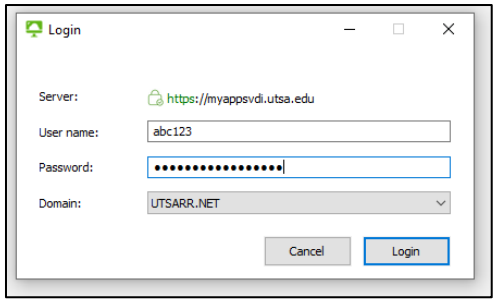
18. Once open, you will see two options, "New Server" or the plus sign to "Add Server." Click either one; they will take you to the same prompt.




19. A popup will appear, enter: myappsvdi.utsa.edu and click “Connect."

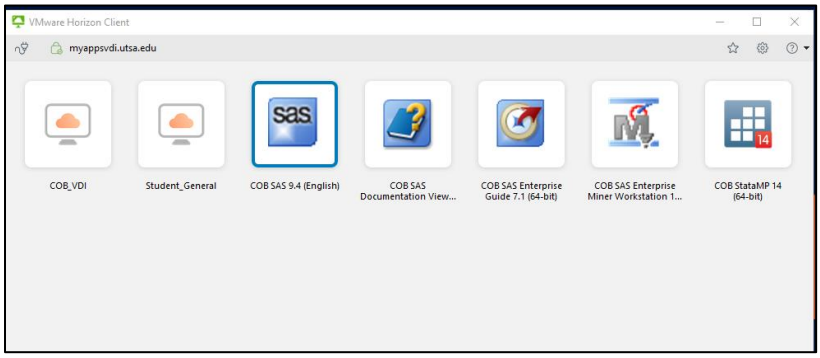



20. Enter your abc123 and passphrase, then “Login”.




21. A push notification will be sent to your phone. Open the notification in the Duo Mobile app and click the green checkmark to Allow.

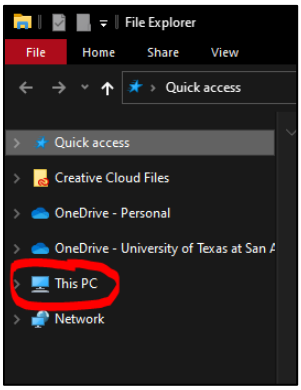
22. Once authenticated, the system opens. Again, the applications you have access to will be determined by the courses you are enrolled in.



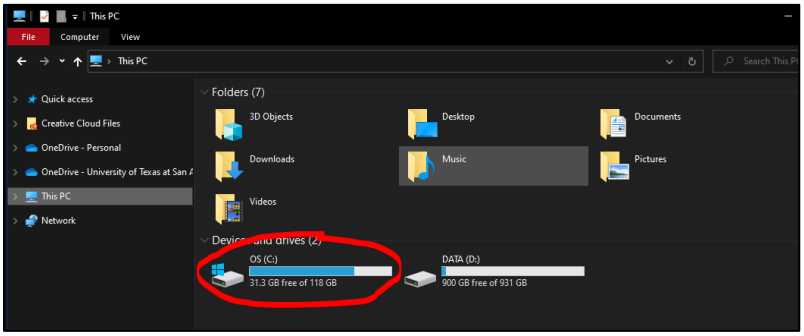

23. Next we setup Drive Sharing. The VDI resets back to a baseline image after you logout. The COB VDI image and Published application, like SAS and STATA, can only save or upload files to a locally shared drive through the Drive Sharing configuration.

Note: We suggest you create a dedicated folder on your HD like VDI-Data to save and upload files to and from.

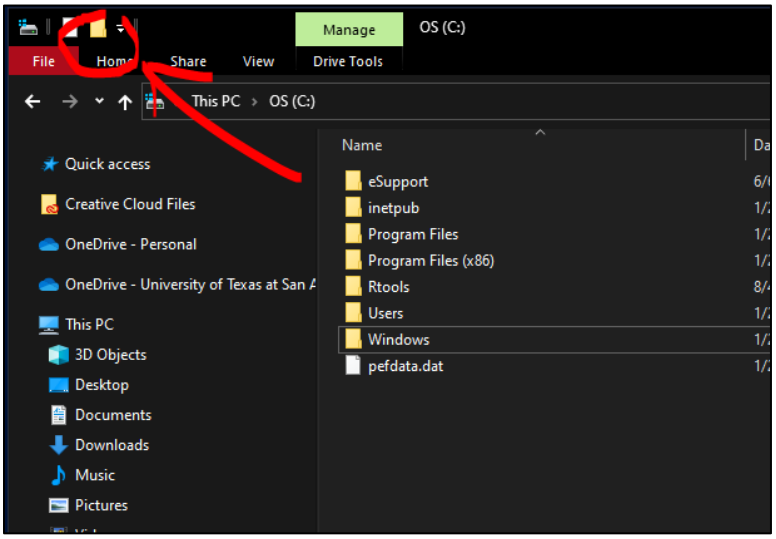
a. Open File Explorer and select" This PC."



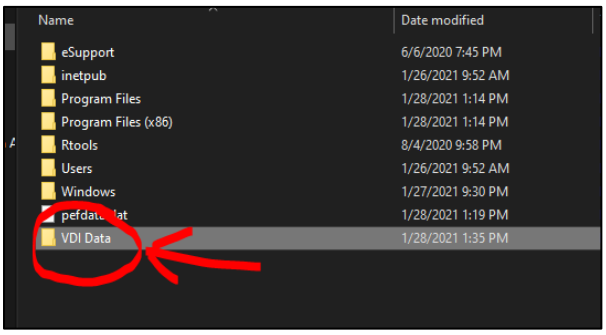

b. Select the C Drive



c. In the top left, select the folder or right-click in the empty space and create a new folder. Name it something easy, like VDI Data.

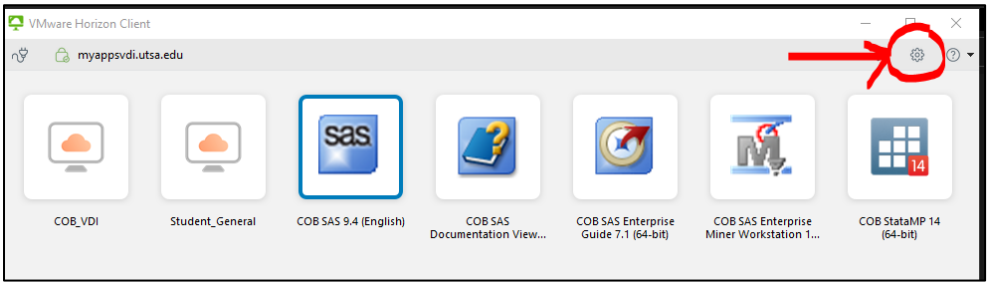



d. Now the folder has been created

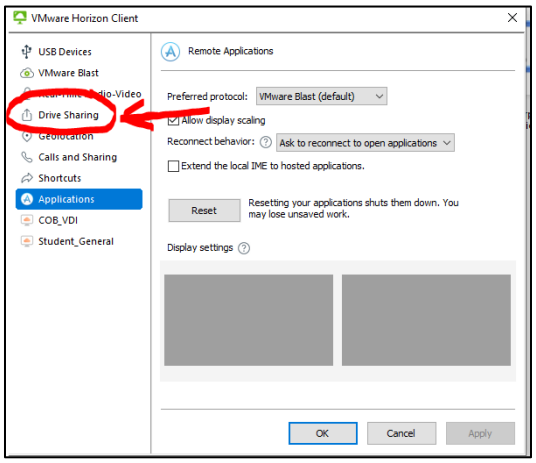



24. Let's configure the VMware Horizons client to share this folder.

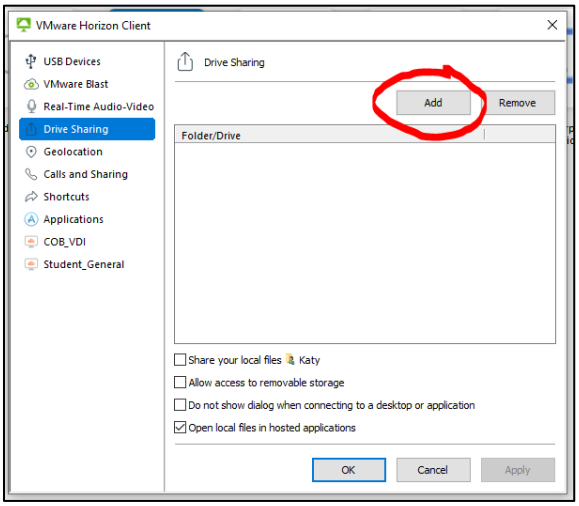
25. From within VMware client click the gear in the top right corner.



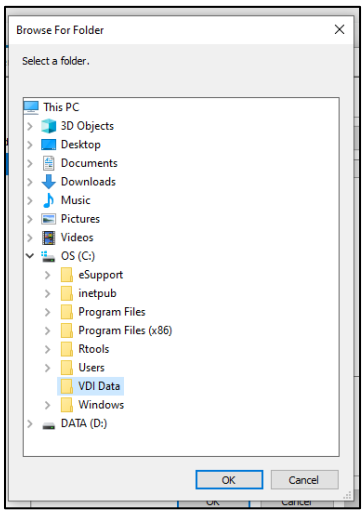
26.On the left side, click "Drive Sharing."



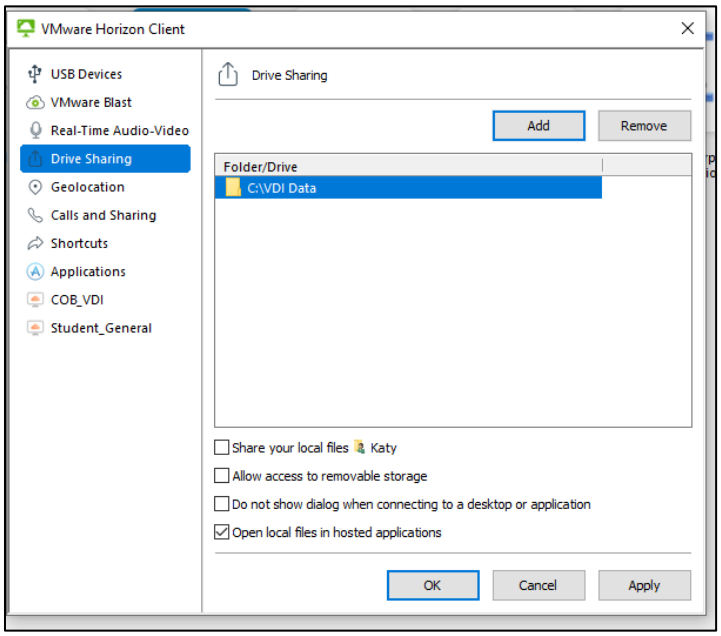

27. Select "Add."




28.Navigate to the new folder we just created and click "OK."

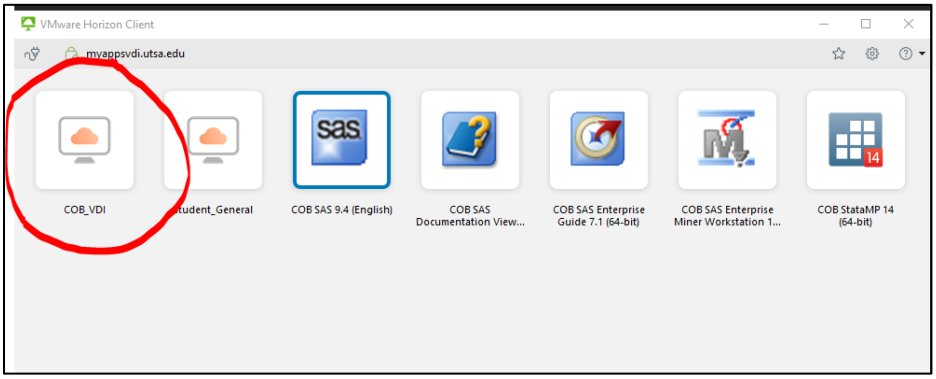


29. Click "Apply" and then "OK."



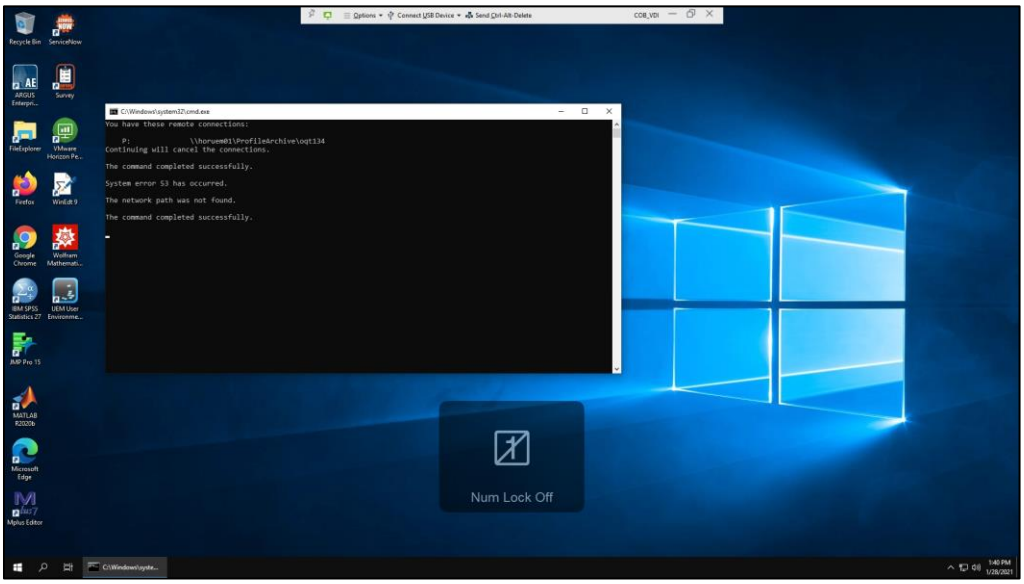

30. Here we will use the COB_VDI as an example for checking the connection.

Note: If you only want to test in SAS you can jump to step 41 here.

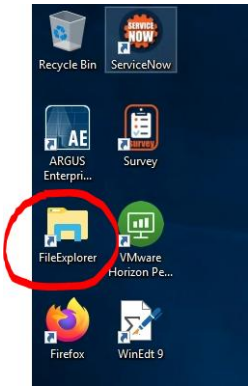



31. Once the VDI opens, you will see the prompt below; click "Allow."

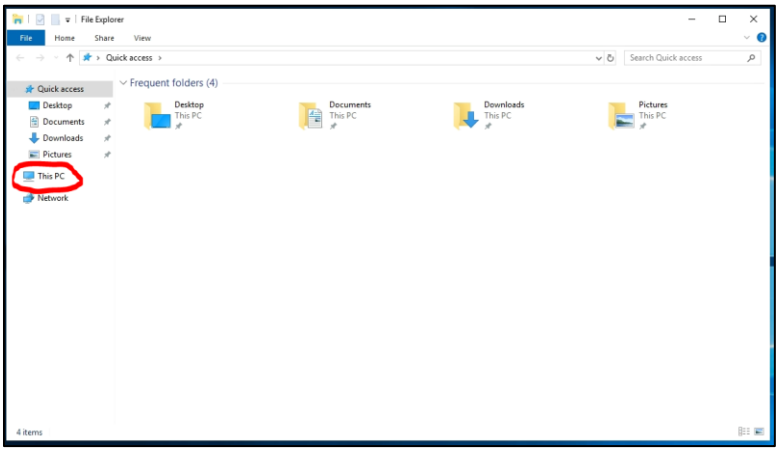
32.You will now be able to work in your COB VDI




33.Go to File Explorer, and check your VDI shared drive connection.

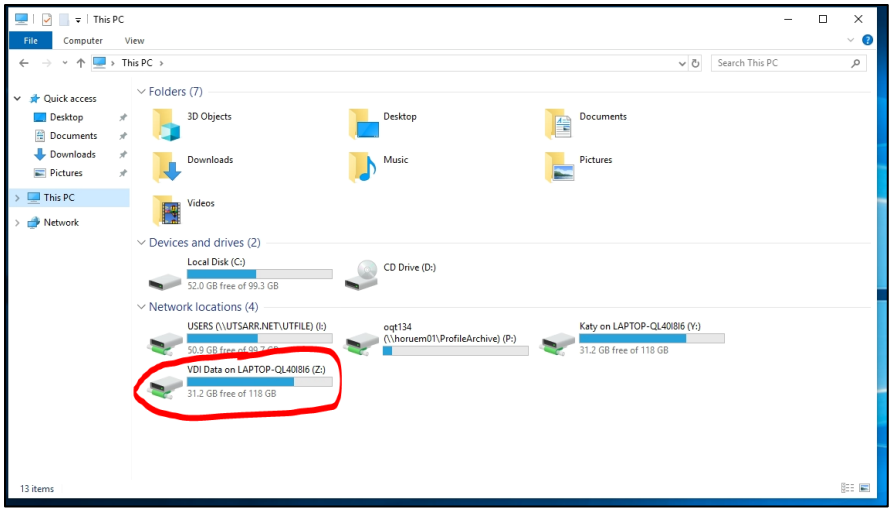



34.Select "This PC"



35. You should see the folder that we created earlier. In this case, it has been given the drive letter Z.

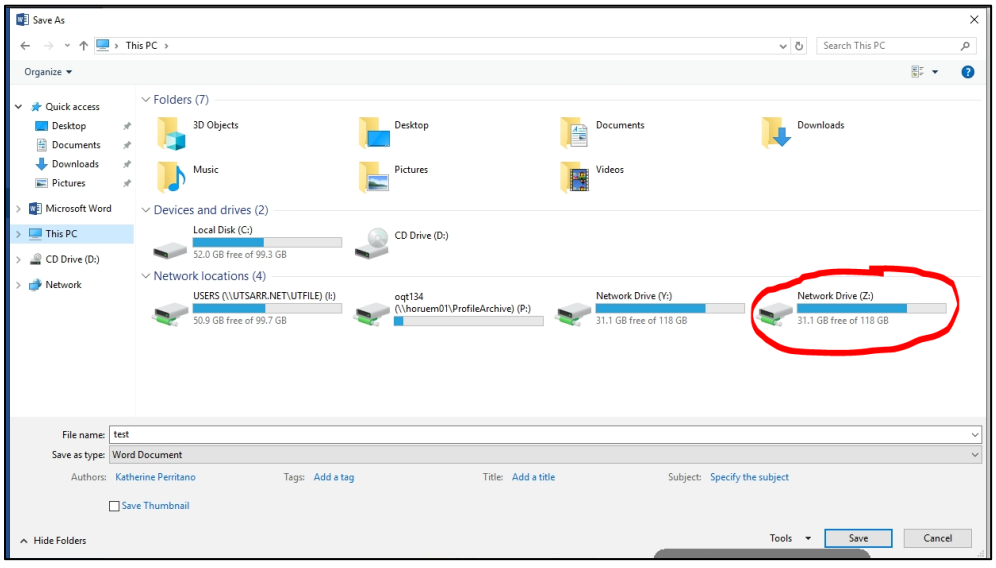
Please note: the drive letter is important. As you save files the folder name may not appear.




36. To test saving files locally, let's create a word document. Open Word like any other program.

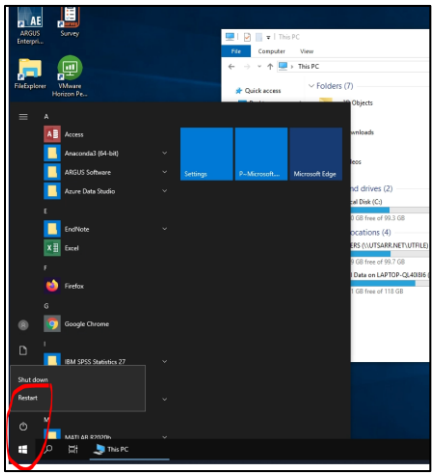
37. When the document is open, type some text, then go to file, "Save As," click Browse and then navigate back to the folder location as listed above.

38. In this instance it does not show the folder name, but the drive letter.
Note: If the shared drive does not appear, repeat steps 25-29, log out of the horizon client, and back in.



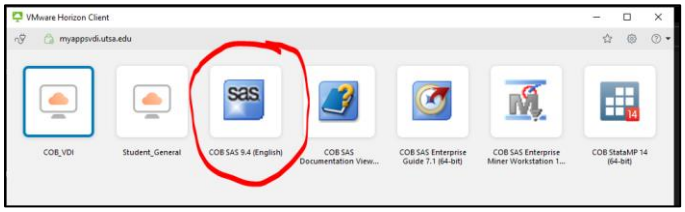
39. Select drive and save file. This process will apply to all applications.

40. When you are done using the VDI please shutdown your VDI the same why you would shut down your computer.

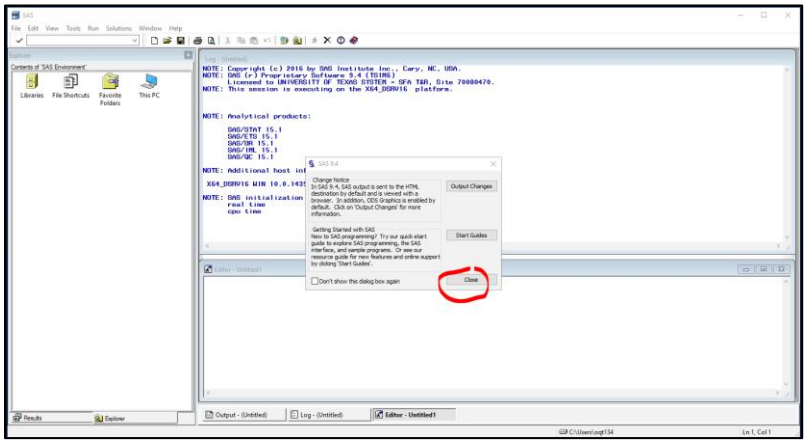


41. When back at the VMware screen, let's click SAS which is defined a published app.

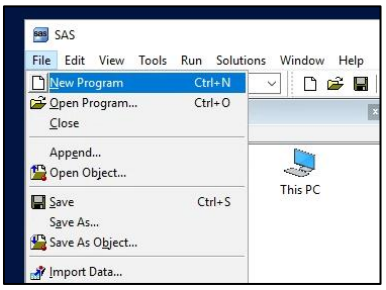
Note: Published apps run independently outside the COB VDI image.
For example, when SAS is selected it only opens the application as opposed to the virtual desktop.
Please follow steps 25-29 to setup Drive Sharing.



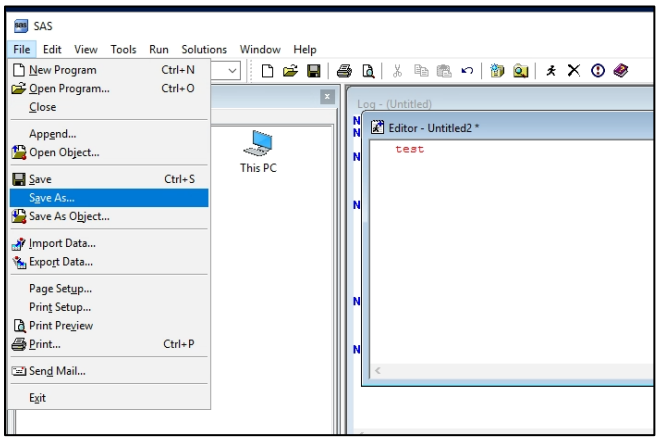

42. Once is SAS is open we can create a test file.



43. From here, go to "File" and "New Program."

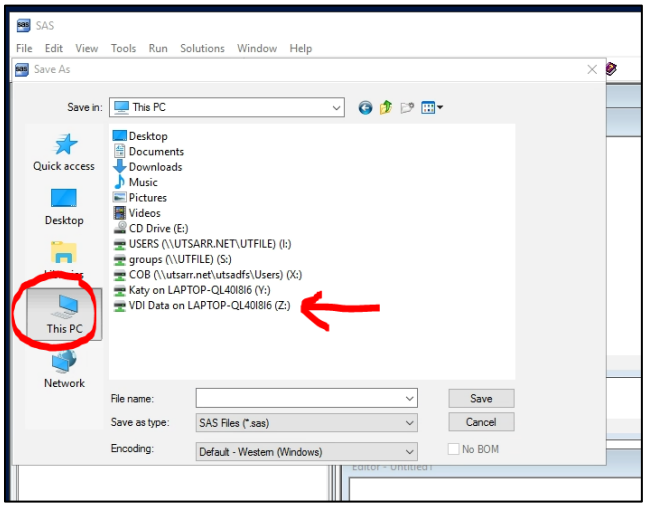



44. Enter some text, go to "File" and "Save As."




45. Navigate to the folder we created and save the file to the shared drive.

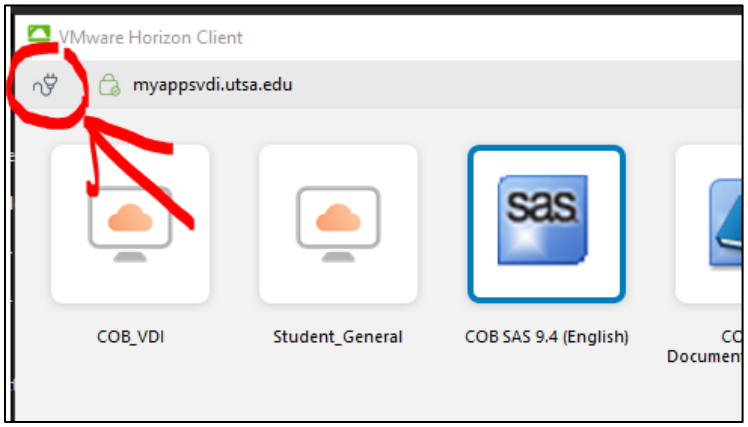
Note: If you do not see the drive letter, go back to settings, remove the shared folder, and add it again. Close the SAS application, log out of the VMware Horizons client, and login back in. Then try to save to the shared folder again.



46. You should see the shared folder at this point, if you do not please contact the Tech Café at 210-458-5555 or email TechCafe@utsa.edu

47. When you are done, please close the program.

48. When you are finished using VDI, and the VMWare client, go ahead and log off




49. Once logged off, go ahead and close the application.