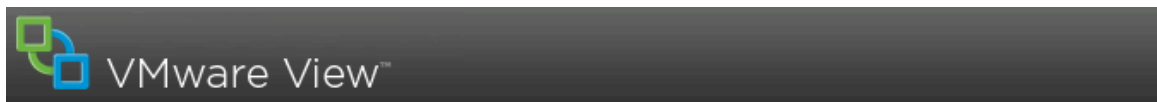


The VMware Horizon system is a way for students and faculty to access licensed software remotely or locally. This system uses a locally installed client that is accessible from view.mst.edu

VMware Horizon creates a remote desktop session with virtual Windows machines. These can be configured for a variety of purposes to enable access to specialty software normally accessible only within a CLC on campus.

DOWNLOAD VMWARE HORIZON CLIENT

1. Navigate to <http://view.mst.edu>.
2. Click **View Client for Windows**.



You must use View Client for Windows to access this Connection Server.

To connect, start the View Client and enter *view.mst.edu* as the server address.

If the Client is not installed, you may download it from the link below.

Contact your local Administrator if you have any questions.



3. You will be taken to the main VMWare download web site. Click the **Go to Downloads** button that corresponds to your particular Windows client (32- or 64-bit).

Product Downloads	Drivers & Tools	Open Source	Custom ISOs
Product	Release Date		
▼ VMware Horizon Client for Windows			
VMware Horizon Client for 32-bit Windows	2014-12-09	Go to Downloads	
VMware Horizon Client for 64-bit Windows	2014-12-09	Go to Downloads	
▼ VMware Horizon View Client for Windows with Local Mode Option			
VMware Horizon View Client for 32-bit Windows with Local Mode Option	2014-06-19	Go to Downloads	
VMware Horizon View Client for 64-bit with Local Mode Option	2014-06-19	Go to Downloads	

NOTES:

- The 32-bit client will NOT install on a 64-bit Windows system.
 - It is not necessary to choose the Windows with Local Mode Option.
4. Click **Download** and save the Horizon Client installer to a convenient location on your local machine.

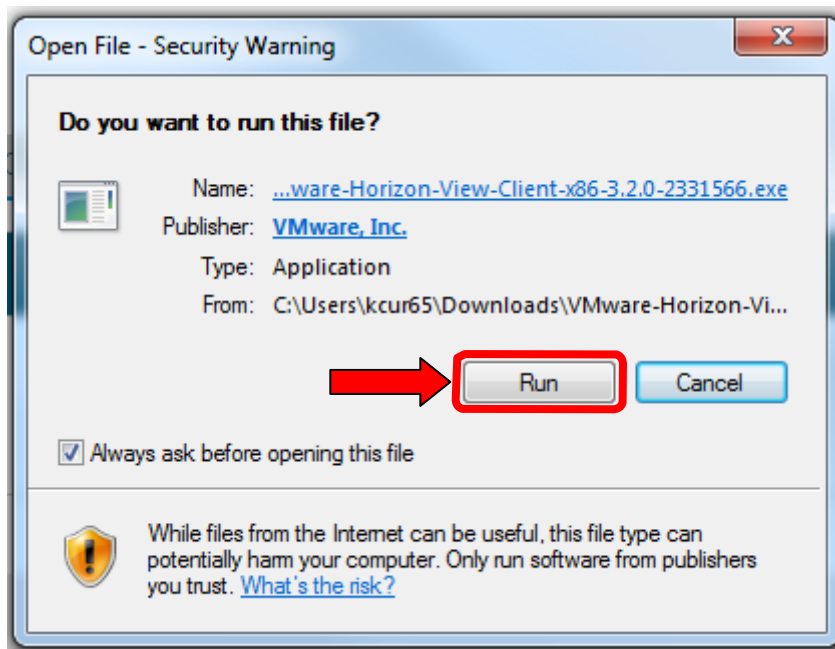
Product Downloads	Drivers & Tools	Open Source	Custom ISOs	?
Product/Details				
The VMware Horizon Client for 32-bit Windows File size: 36 MB File type: exe file Read More			Download	

INSTALL VMWARE HORIZON CLIENT

Once the client is downloaded, run the installer. **IMPORTANT:** This requires a reboot so save all documents before rebooting your machine.

NOTE: If you have an older version of the client you will need to UNINSTALL the older version, and then install the newer version. You will still need to reboot your machine.

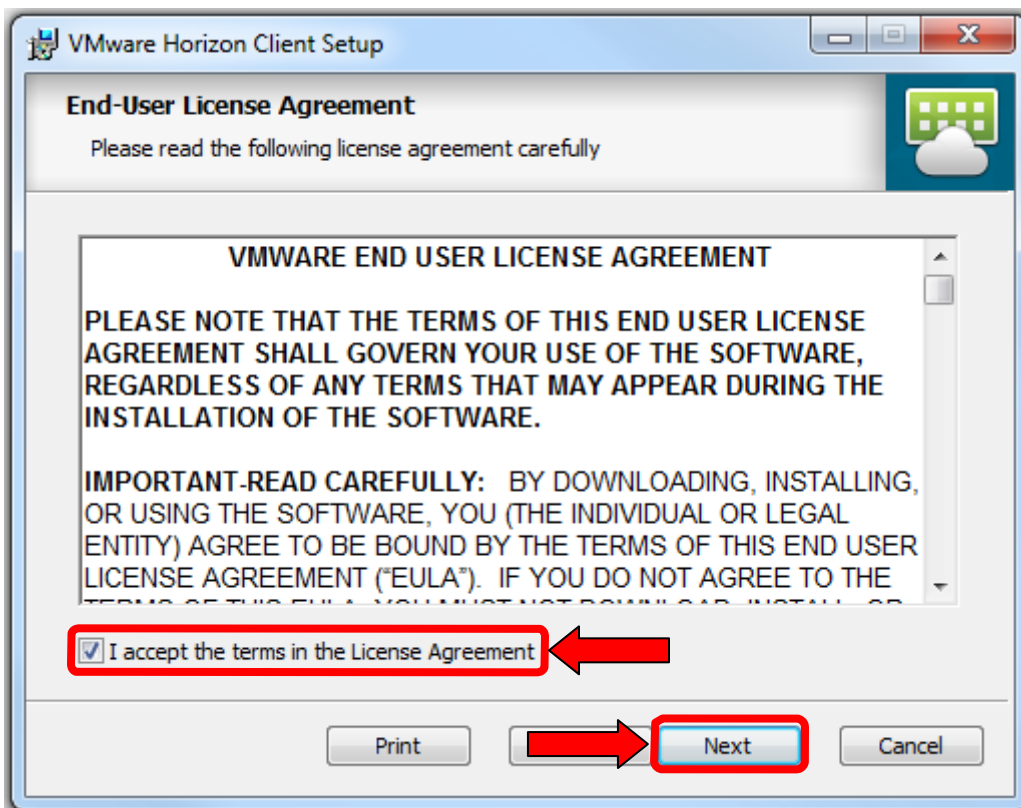
1. Double-click the installation file. The name of the file will vary slightly based on which version was downloaded.
2. Click **Run**.



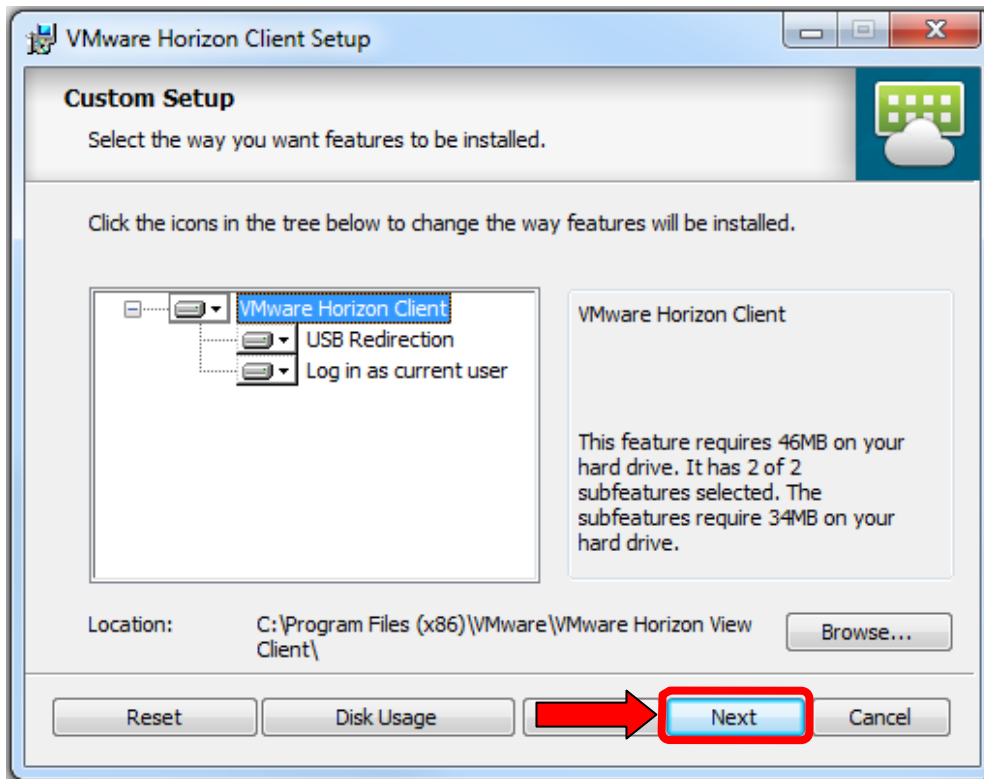
3. Click **Next**.



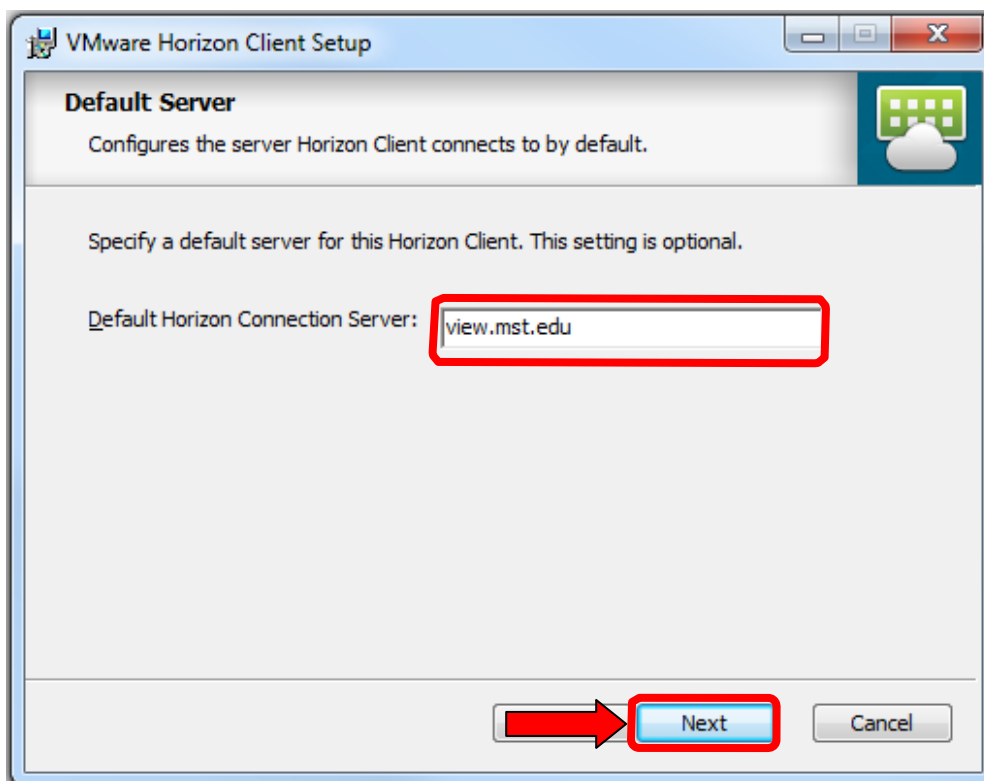
4. Select **I accept the terms in the License Agreement** and click **Next**.



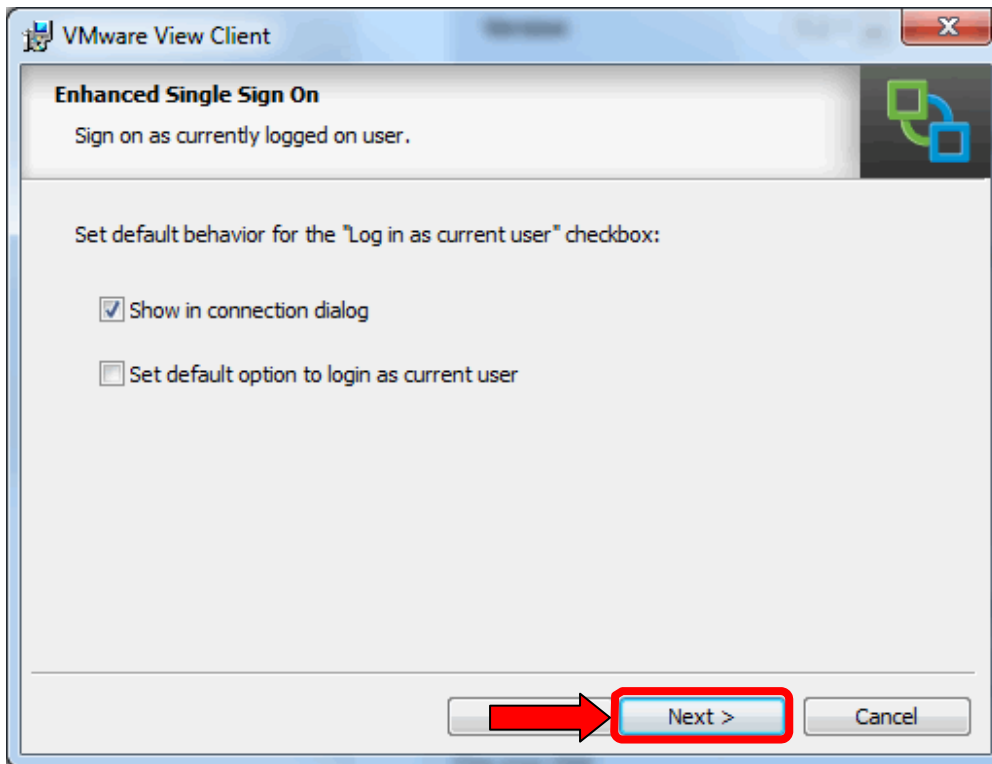
5. Click **Next**.



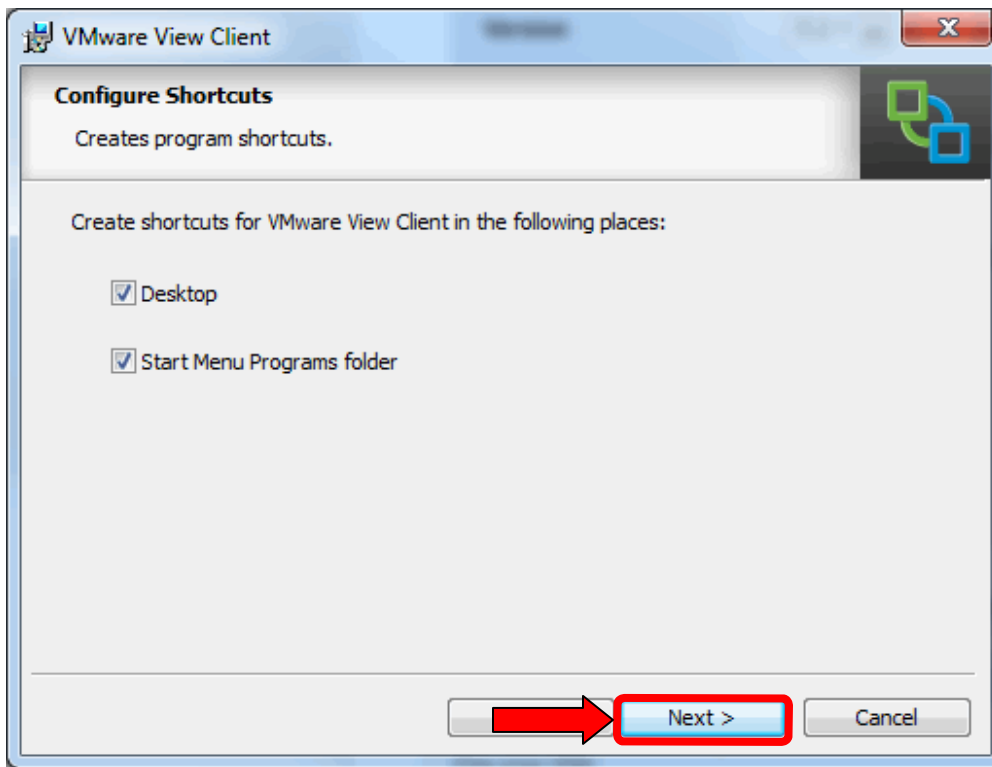
6. Type in *view.mst.edu* for the default connection server and click **Next**.



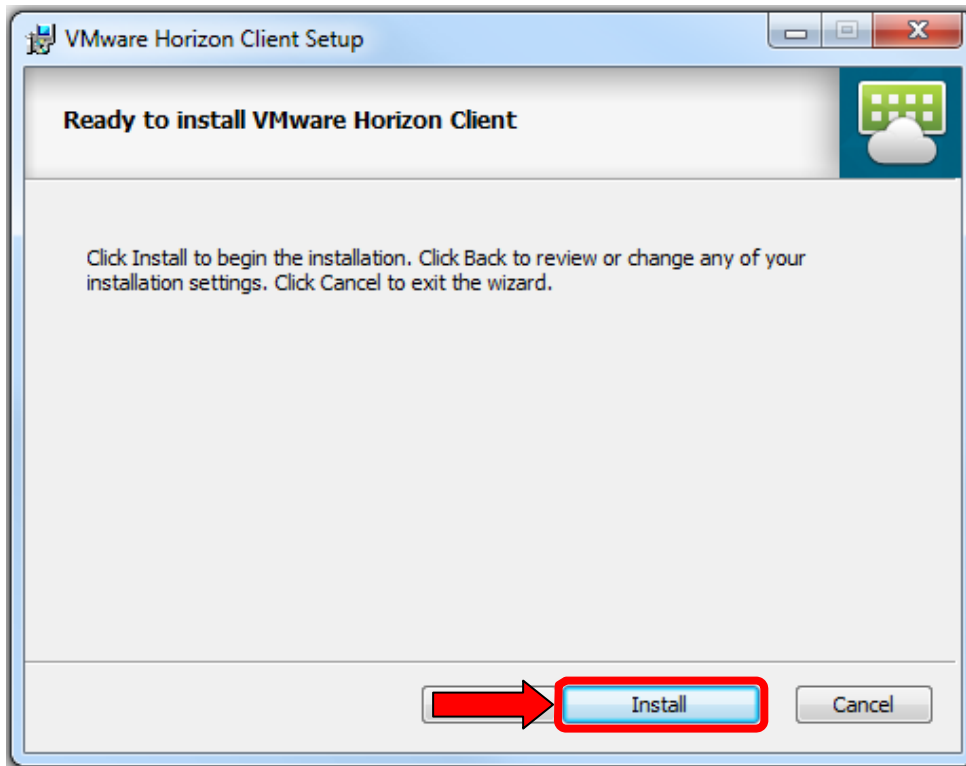
7. Click **Next**.



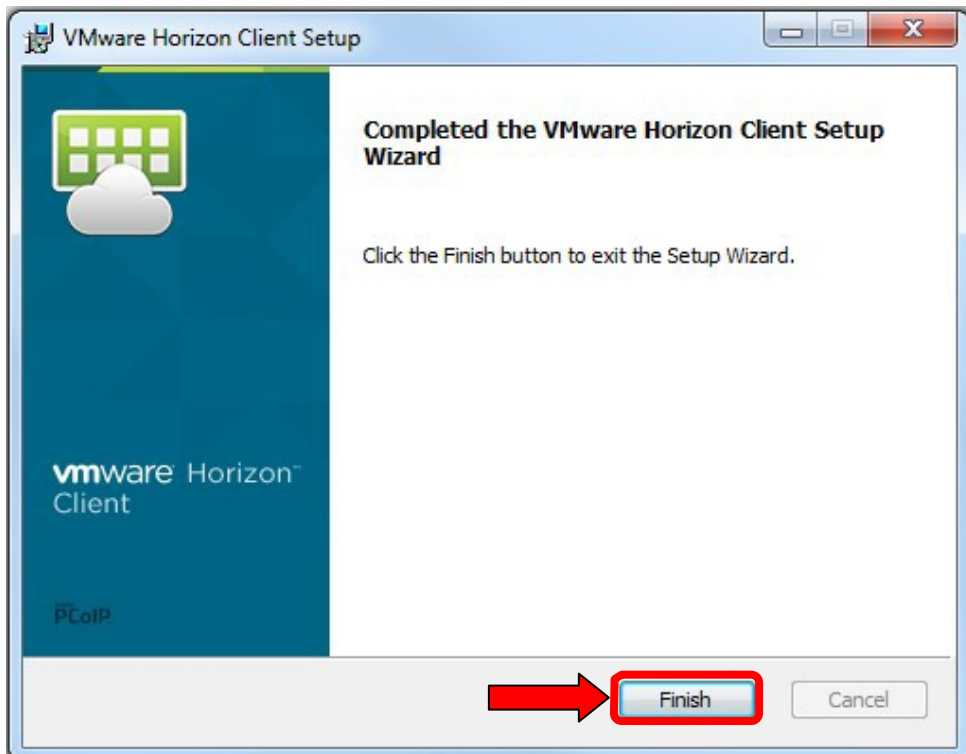
8. Select options for shortcuts (Desktop & Start Menu Programs folder) and click **Next**.



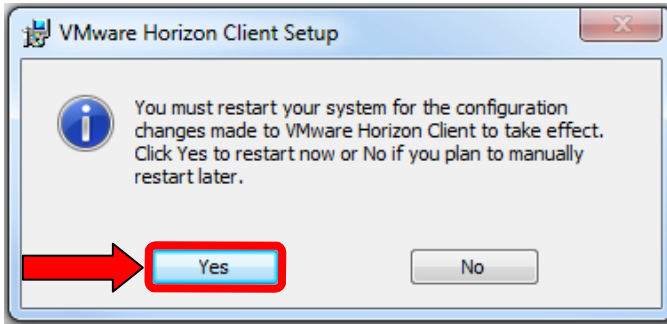
9. Click **Install**.



10. Click **Finish**.



11. Click **Yes** to restart your machine. **WARNING: Save all open files first!**

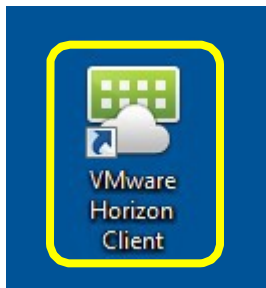


OPENING VMWARE HORIZON CLIENT

Once the VMware Horizon Client has been installed, it can be run in a variety of ways, depending on which shortcuts have been installed.

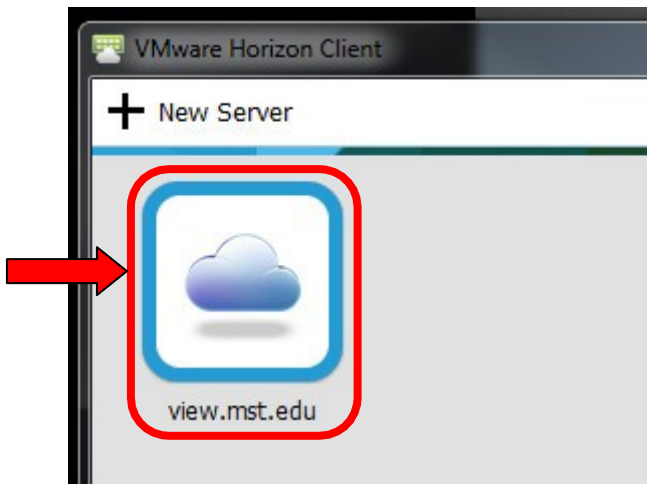
WARNING: You MUST use a VPN connection if you are connecting from off campus!
You can find more information about how to do this necessary step here:
<https://it.mst.edu/services/virtual-private-network/virtual-private-network-tutorials/>

The most convenient way to open VMware Horizon Client is to double-click the VMware Horizon Client icon on the desktop.

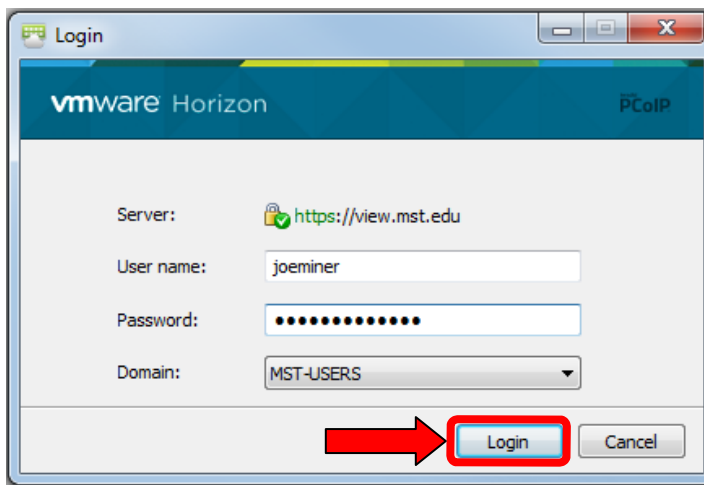


To access the VMware Horizon Client from the program menus in Windows:

1. Click the **Start** button in the lower-left corner of the screen. This says **Start** in Windows XP and is the round Windows icon in Vista and Windows 7.
2. Click **All Programs** (Vista and 7) or **Program Files** (XP).
3. Click **VMware**.
4. Click **VMware Horizon Client**.
5. When the client opens, it should have the connection server. This should be *view.mst.edu*.

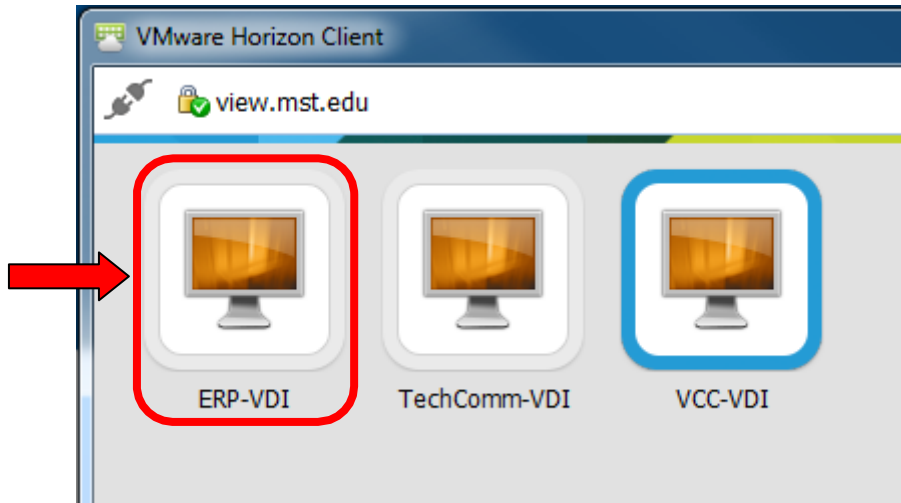


6. Click **Connect**. **NOTE:** Steps 7 and 8 only apply if you DID NOT check the box for logging in as the current user.
7. Type in your S&T userid and password. The Domain should be set to *MST-USERS*.



8. Click **Login**.

9. **Double click** the pool of virtual machines. **NOTE:** Pools available to you are determined by courses in which you are enrolled, as requested by the instructor.



10. Select how you want to view the Display. Full Screen will show the virtual machine on the whole desktop.

DISCONNECTING FROM A VIRTUAL MACHINE

To disconnect from a VMware machine, follow these steps:

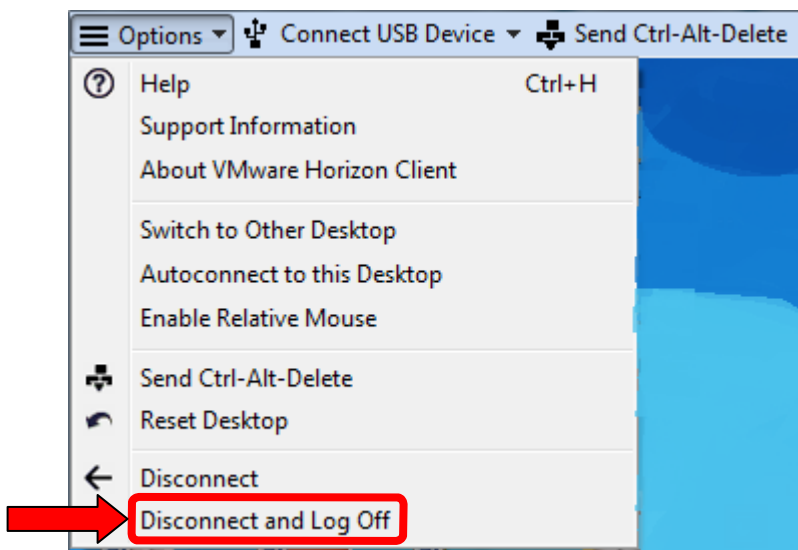
1. At the top of the virtual machine window, you will see a menu bar. If the bar is not visible, mouse over the white line at the top of the window.



NOTE: The **Send Ctrl-Alt-Delete** button allows the user to send that command to the remote machine, if necessary (e.g. to open up task manager on the remote machine).

2. Click **Options**.
3. Click **Disconnect and Logoff**. This will logoff from the machine and will disconnect you from the pool.

WARNING: Do NOT simply close the VMware remote session window or click **Disconnect**. This will disconnect you from the pool, but will NOT logoff of the machine. Closing the VMWare remote session without first disconnecting prevents other students from connecting to the VMware pool of machines.



TROUBLESHOOTING

WARNING: You MUST use a VPN connection if you are connecting from off campus!
You can find more information about how to do this necessary step here:
<https://it.mst.edu/services/virtual-private-network/virtual-private-network-tutorials/>

If you experience unwanted behavior or errors please report them to the HelpDesk:

(573) 341-HELP (4357) or online at <http://help.mst.edu>

with the following information:

- Your name and userid. **IMPORTANT: Do NOT share your password with anyone. IT will NEVER ask a user for a password.**
- A detailed description of the issue you are having (complete text of error if possible) and or the nature of the issue you are having.
- What OS you are using (Windows XP, Vista, 7, Mac, Linux etc.).
- The version and build of the Horizon client you are using:
 - Connect to the VMware pool of machines.
 - Click **Options** in the top menu bar.
 - Click **Support Information**.
- The time the error occurred. This will help us see if the system logged an error so be as precise as possible.

Questions, concerns and feedback (not related to a support case) can be sent to edtech@mst.edu.