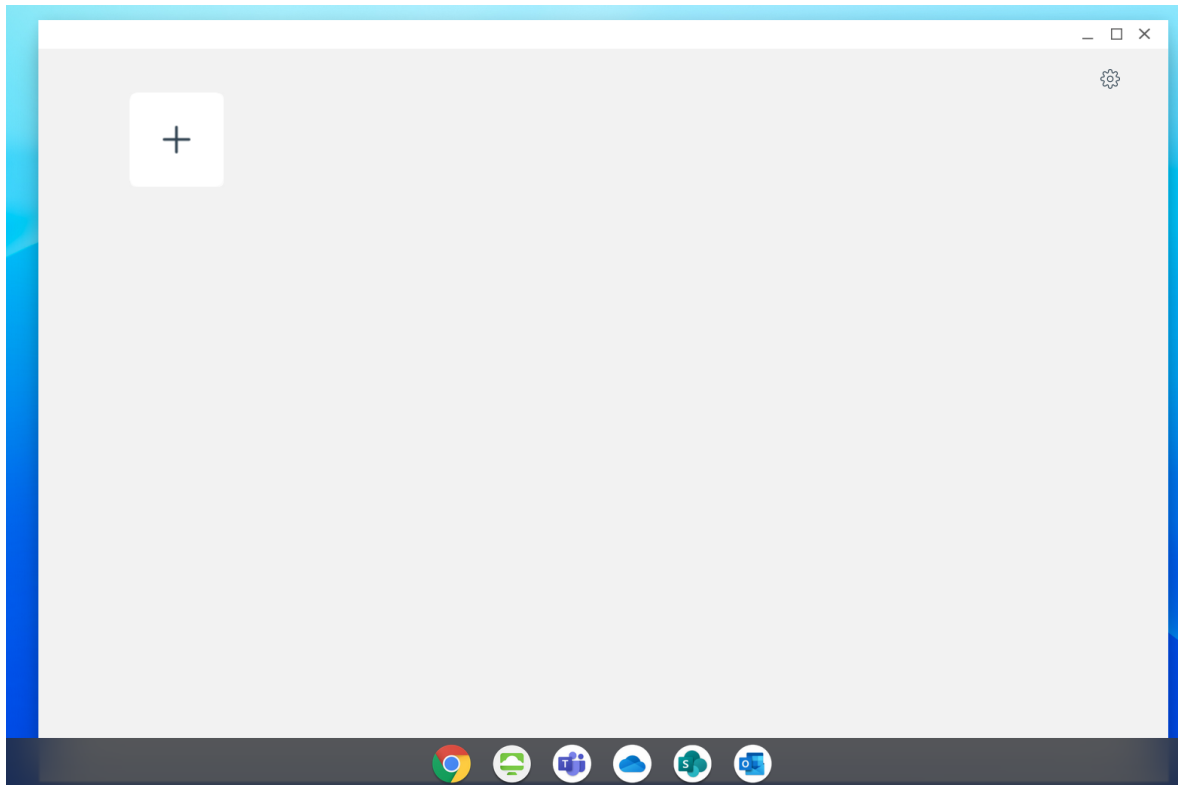


Chromebook: Connect to your VM using VMWare horizon

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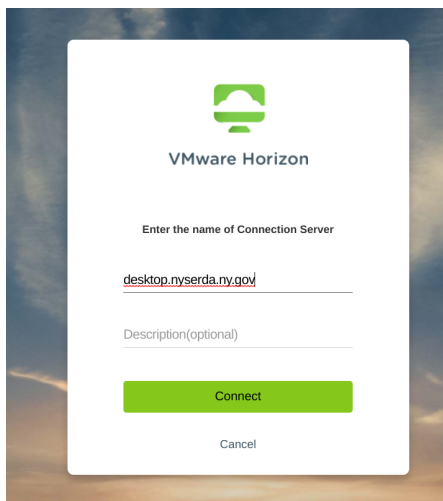
1

From your Chromebook, select the VMWare horizon icon - it should be pinned to your bar along the bottom already. You'll see the following:



2

Press the **plus (+)** button to add a new server and you'll see the following:



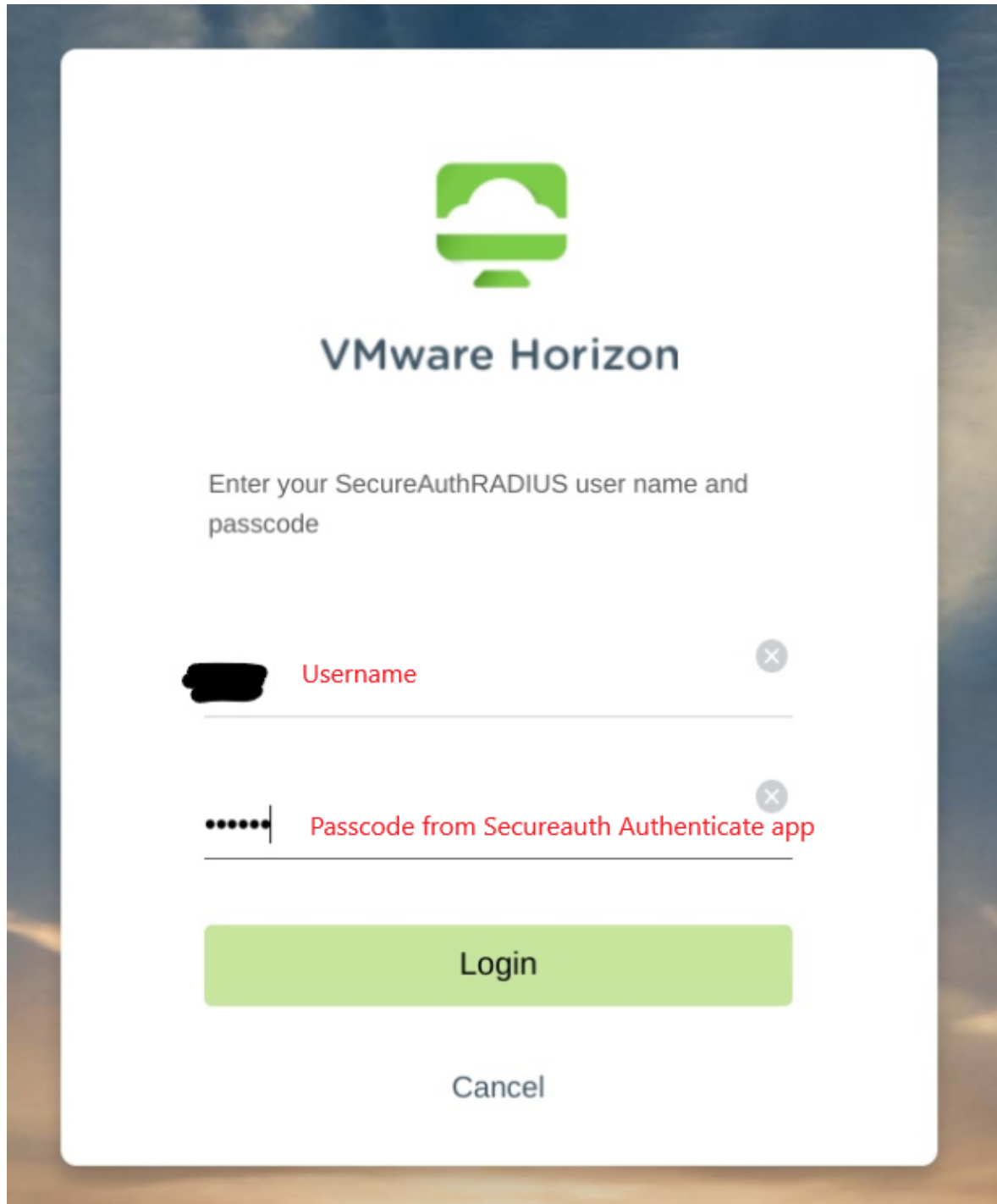
3

The server is desktop.nyserda.ny.gov. You can add a description if you like. Click "connect".

4

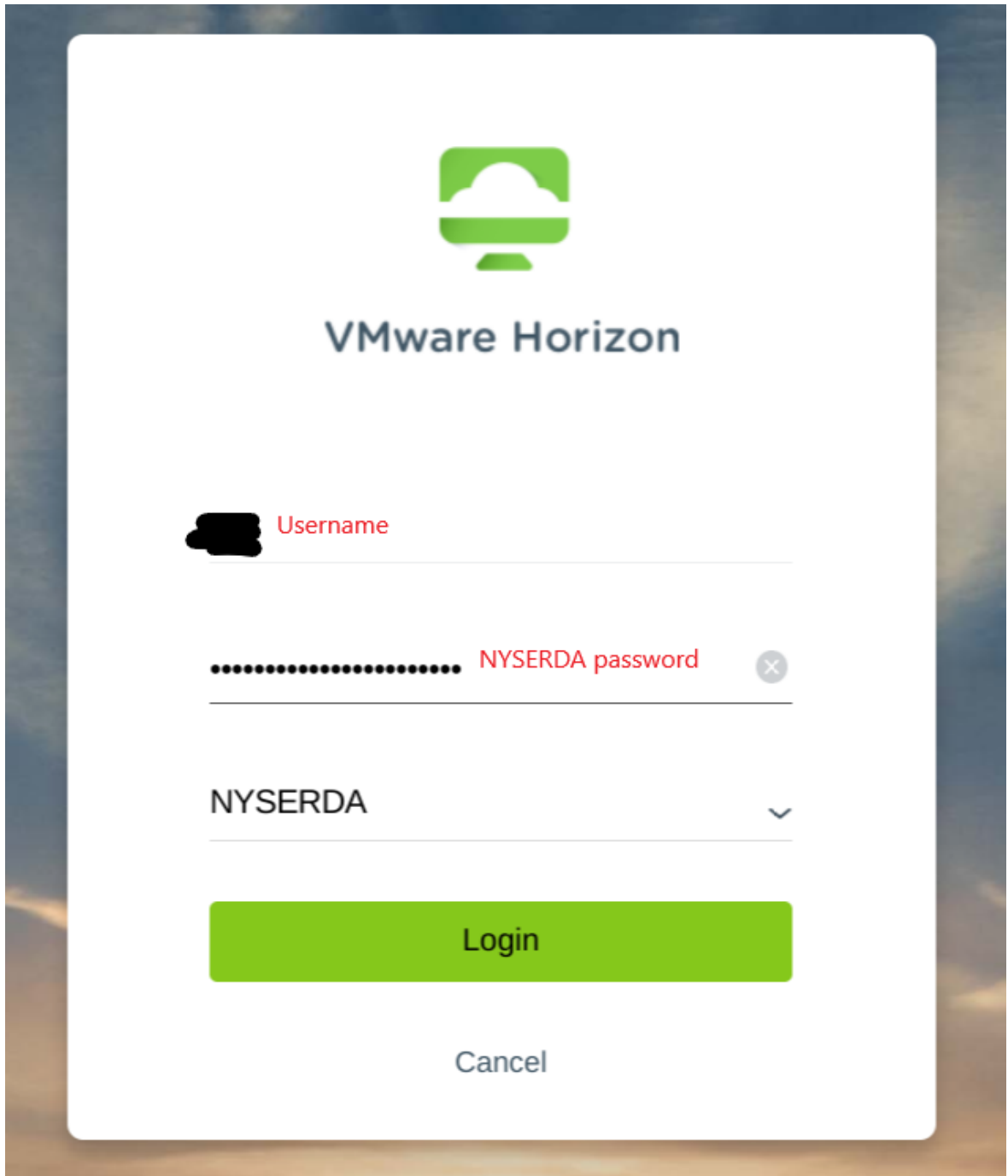
You'll then be asked for your username and passcode from the [SecureAuth Authenticate app](#) then click Login.

****BUG:** The screen may ask for your passcode. This is incorrect. You always use your passcode the app first.

A screenshot of the VMware Horizon login interface. At the top center is a green icon of a monitor with a cloud inside. Below the icon, the text "VMware Horizon" is displayed in a large, dark blue font. Underneath, a smaller grey font says "Enter your SecureAuthRADIUS user name and passcode". There are two input fields. The first is labeled "Username" in red text to its right; the input area contains a black redaction box. The second is labeled "Passcode from Secureauth Authenticate app" in red text to its right; the input area contains a series of black dots. Both fields have a small grey circle with an 'x' icon to their right. Below the input fields is a large green button with the word "Login" in black text. At the bottom center is a smaller, grey "Cancel" button. The entire login window is set against a background image of a sunset or sunrise over a body of water.

5

It will save your username from the previous screen, and now enter in your NYSERDA password. Click Login again.



6

Once logged in, click the **gear icon** in the upper right to bring up the settings. Make sure the following are **switched on**. Click **close** when done.

Settings

Use Multi Monitors if there are two monitors



High Resolution Mode



Enable Windows Key for Desktops



Press Ctrl+Search to simulate a Windows Key.

Enable Folder Sharing



Select

Set Time Zone Automatically



(UTC -05:00) Eastern Time (US & Ca ▼)

Enable Collect Log



Real-Time Audio-Video

Preferred microphone

Preferred webcam

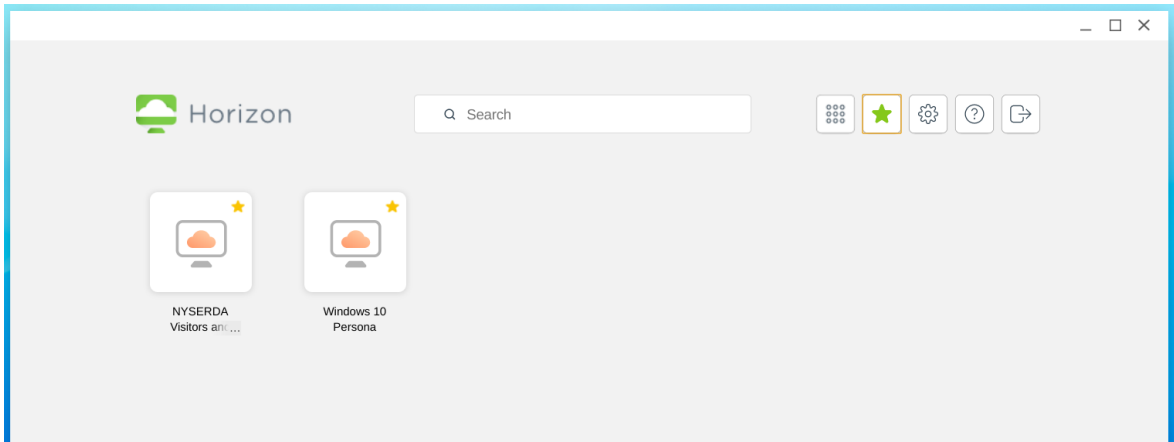
Reset all your running applications.

Reset

Close

7

You'll see your listing of approved Virtual Machines. Most people will see the below screen. If you connect to a different VM, you'll know which one to connect to.



8

Click your VM to start it.

9

Note: You will notice that the VM starts as a window rather than full screen. Hover your mouse near the **top of the window** and the following black bar will drop down. Select the icon that looks like a **square surrounded by a border**. This is the full screen button.

****Helpful Tip!:** The icon that looks like three keys stacked is where you send Ctrl-Alt-Del to the Virtual machine.

