

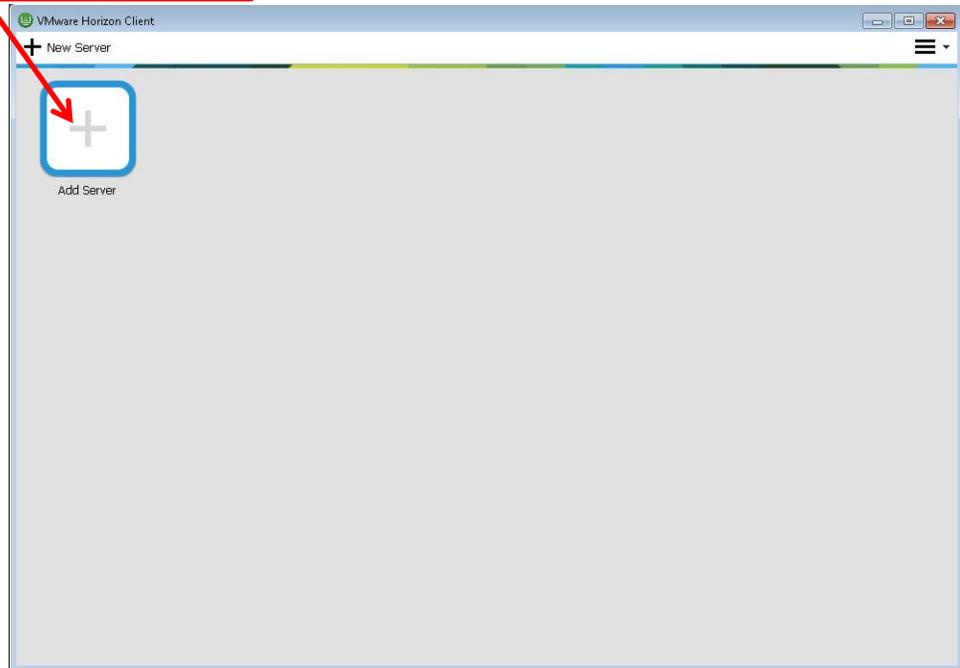
Virtual Lab: Remote Apps

Remote apps are accessible to University of Scranton students, faculty and staff. Access to remote apps can be requested through the Technology Support Center. [VMware's Horizon Client](#) must be installed in order to access remote apps.

Configuring Remote Apps

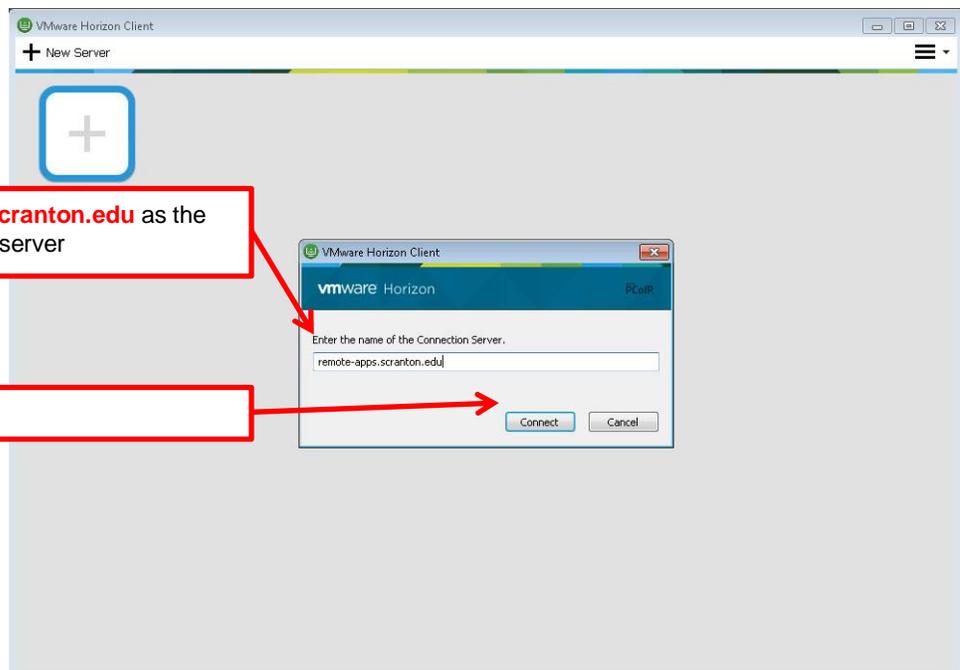
1. Launch **VMware Horizon Client**

2. Select the **Add Server** option



3. Enter **remote-apps.scranton.edu** as the name of the connection server

4. Click **Connect**



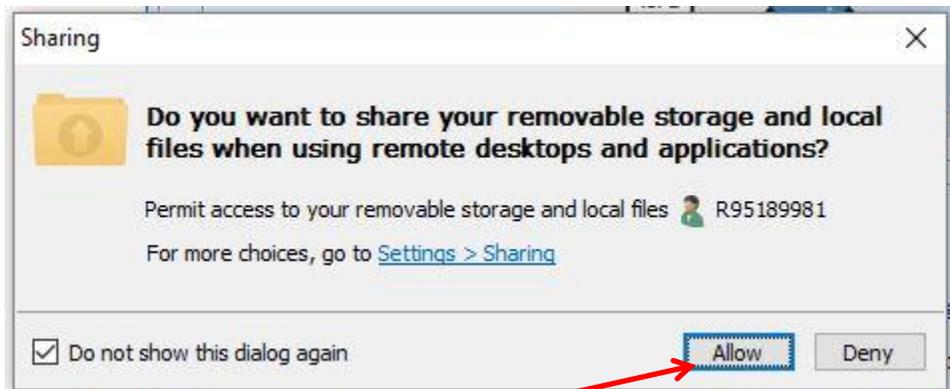
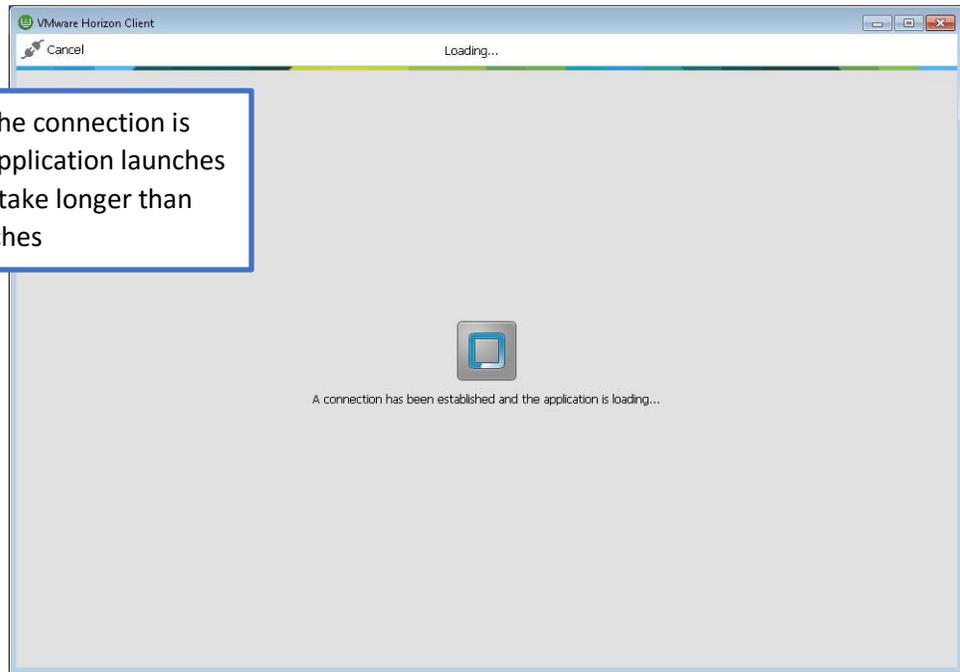
Accessing Remote Apps

1. Enter your **Royal ID Number** and your **my.scranton password** in the appropriate fields

2. Click **Login**

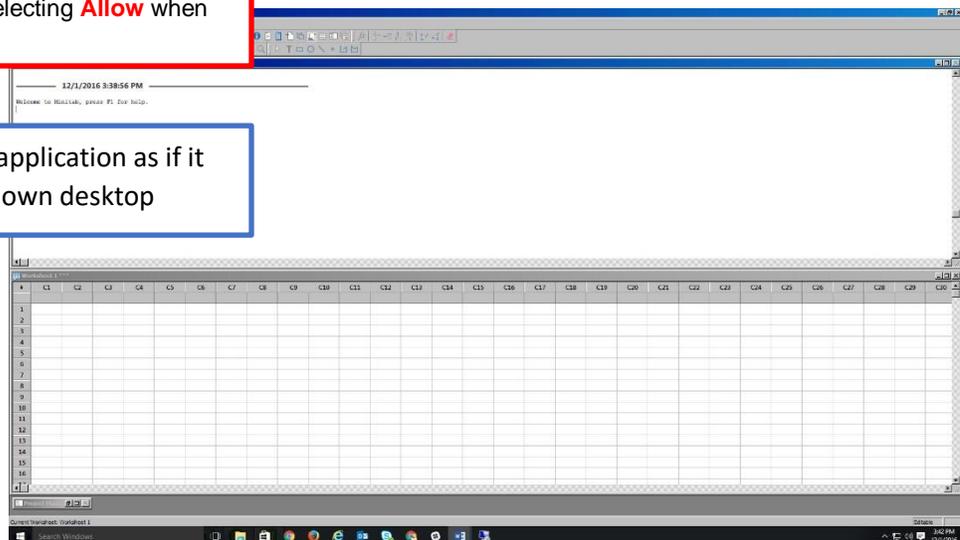
3. Select the application you'd like to launch

Please be patient as the connection is established and the application launches – the first launch will take longer than any subsequent launches

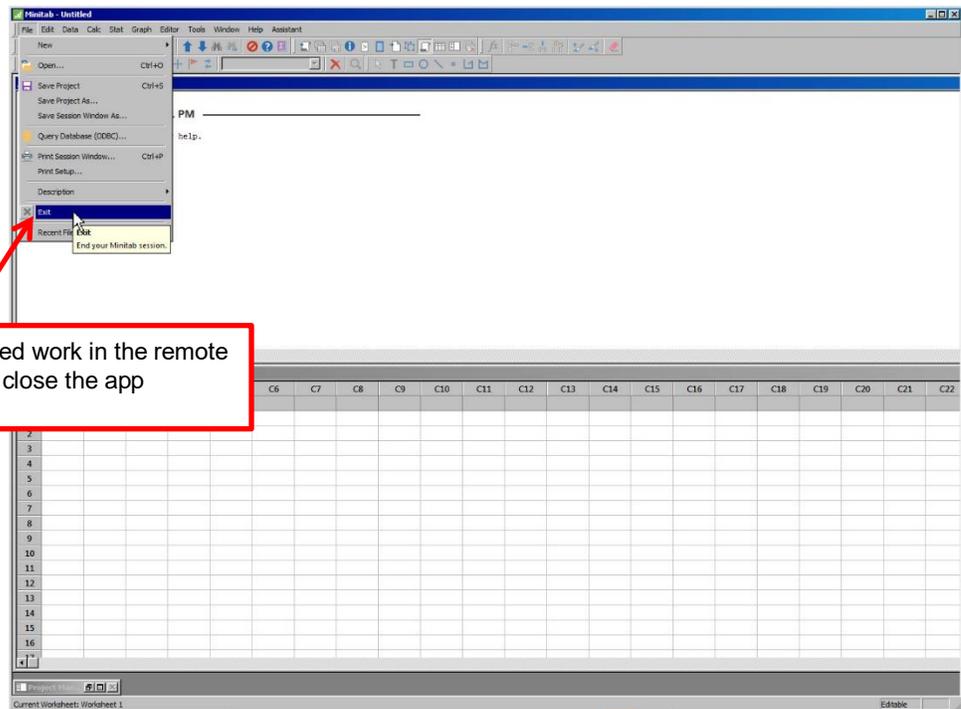


4. You will be able to save your remote app work to a location on the local computer – enable this feature by selecting **Allow** when prompted*

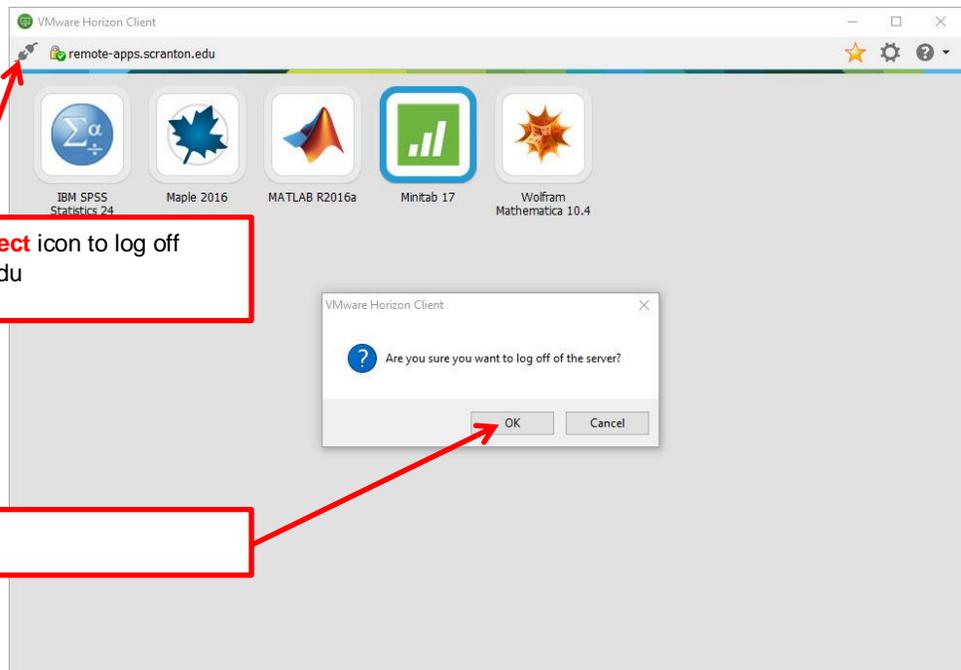
You can now use the application as if it was installed on your own desktop



Exiting Remote Apps



1. When you've completed work in the remote app, go to **File > Exit** to close the app



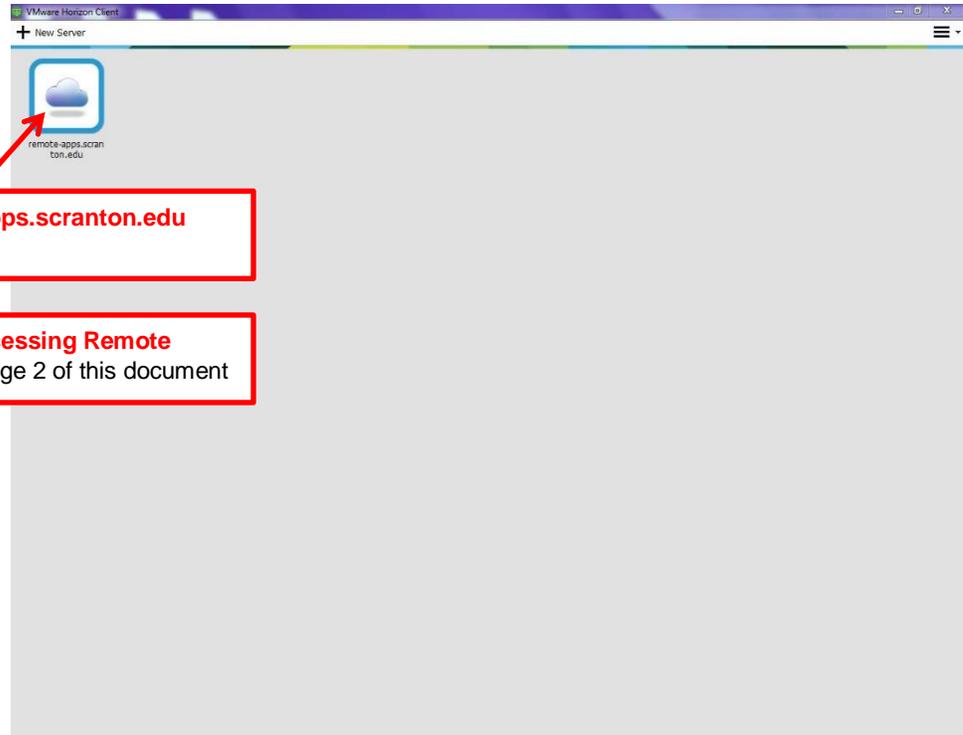
2. Click on the **Disconnect** icon to log off remote-apps.scranton.edu

3. Click **OK** to log off

Future Connections to Remote Apps

Please note that you will only need to configure the VMware Horizon Client once on each PC or Macintosh that you intend to use. Any subsequent uses of the VMware Horizon Client will maintain the server settings configured in the Configuring Remote Apps section of this document.

1. Launch **VMware Horizon Client**



2. Select the **remote-apps.scranton.edu** option

3. Resume with the **Accessing Remote Apps** instructions on page 2 of this document

*Sharing Removable Storage and Local Files

The sharing of “removable storage and local files when using remote desktops and applications” is a feature of the VMware Horizon Client that permits the client to store your work on your local computer. Once this feature is enabled, you can store your work in any folder on your local hard drive or on any external drive (e.g., USB key) that is connected to your local computer.

Recommendation is that you enable this feature so you may store your work on your local drive or to any device connected to your local computer.

