Virtual Workplace Personal Device Client Installation Instructions

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About this Guide

This document provides the instruction set needed to walk an end user through the process of install the Virtual Workplace Clients on your personal workstation. For detailed information regarding features, capabilities, and software introduced with this solution, please refer to the documents listed in the "Related Documentation" section.

Client Overview

To have a full and rich experience when using the Virtual Workplace on personal devices, end users will need to install the VMware Horizon View and UniPrint clients on their personal workstations.

VMware Horizon View Client

The VMware Horizon View Client software can be installed on Windows, Linux, or Mac computers or laptops, as well as Tablets and Smartphones. The VMware Horizon View Client software is used in conjunction with the Virtual Workplace Portal for accessing Virtual Applications and Desktops. The VMware Horizon Client features will differ depending on the local device type in which the client is install on.

UniPrint Client

The UniPrint Client software can be installed on Windows and Mac computers or laptops. The UniPrint Client is not supported on iOS, Android or any other smartphone devices.

The UniPrint Client software is intended to allow end users to have the ability to print from a Virtual Application or Desktop session to a locally installed printer. The VMware Horizon Client features will differ depending on the local device type in which the client is install on and the type of printer the end user to trying to print to.

Client Requirements

Windows Clients

Minimum System Requirements for Windows Clients

- VMware Horizon View Client

 O Must have Administrative rights
 - Standard x86 or x86 64-bit compatible desktop or laptop
 - computer \circ At least 1GB of RAM \circ Supported OS versions
 - Windows XP (Horizon Client 3.2.1)
 - Windows Vista (Latest)
 - Windows 7 (Latest)
 - Windows 8/8.1 (Latest)
 - Windows 10 (Latest)
- UniPrint Client \circ Must have
 - Administrative rights

• Standard x86 or x86 64-bit compatible desktop or laptop computer • At least 1GB of RAM • Supported OS versions

- Windows XP (Latest)
- Windows Vista (Latest)
- Windows 7(Latest)
- Windows 8/8.1 (Latest)

Mac Clients

Minimum System Requirements for Mac Clients

- - Mac OS X Snow Leopard (10.6.8)
 - Mac OS X Lion (10.7)
 - Mac OS X Mountain Lion (10.8.x)
 - Mac OS X Mavericks (10.9.x)
 - Mac OS X Yosemite (10.10.x)
 - Mac OS X El Capitan (10.11)

- - Mac OS X 10.4 or later

Windows Installation Steps

VMware Horizon Client for Windows OS Installation:

- 1. Download the VMware Horizon View Client.
 - a. Select the following link, <u>VMware Horizon View Client</u>, and from the downloads page select the client that is needed for your operating system.

****Note: For personal Windows XP devices, you must download and install the 3.2.1 version of the VMware Horizon Client****

- 2. To start the Horizon Client installation program, navigate to the download directory and double-click the installer file.
- 3. Follow the prompts and take the default setting to install the needed components.
 - a. Select "Next" at the Welcome to the VMware Horizon Client Setup Wizard screen:

😸 VMware Horizon Client Set	up 🗖 🗖 🗾
THE	Welcome to the VMware Horizon Client Setup Wizard
	The Setup Wizard will install VMware Horizon Client on your computer. Click Next to continue or Cancel to exit the Setup Wizard.
Vmware Horizon ⁻ Client	Copyright© 1998-2015 VMware, Inc. All rights reserved. This product is protected by U.S. and international copyright and intellectual property laws. VMware products are covered by one or more patents listed at http://www.vmware.com/go/patents.
Product version: 3.5.2.30397 x	64 Back Next Cancel

b. Agree to the End-User License Agreement and select "Next":

😾 VMware Horizon Client Setup
End-User License Agreement
Please read the following license agreement carefully
VMWARE END USER LICENSE AGREEMENT
PLEASE NOTE THAT THE TERMS OF THIS END USER LICENSE AGREEMENT SHALL GOVERN YOUR USE OF THE SOFTWARE, REGARDLESS OF ANY TERMS THAT MAY APPEAR DURING THE INSTALLATION OF THE SOFTWARE.
IMPORTANT-READ CAREFULLY: BY DOWNLOADING, INSTALLING, OR USING THE SOFTWARE, YOU (THE INDIVIDUAL OR LEGAL ENTITY) AGREE TO BE BOUND BY THE TERMS OF THIS END USER LICENSE AGREEMENT ("EULA"). IF YOU DO NOT AGREE TO THE
$\overline{\mathbb{V}}$ I accept the terms in the License Agreement
Print Back Next Cancel

c. Keep the default IP protocol settings at the Advanced setting and select "Next":

😸 VMware Horizon Client Setu	
Advanced settings Configure advanced settings	
Specify the IP protocol versio	n for all connections:
IPv4 IPv6	This client will be configured to choose the IPv4 protocol for establishing all connections. Most networks use IPv4.
	Back Next Cancel

d. Keep the defaults at the Custom Setup screen and select "Next":

🔡 VMware Horizon Client Setup	
Custom Setup Select the way you want features to be installed.	7
Click the icons in the tree below to change the wa	y features will be installed.
USB Redirection	VMware Horizon Client
	This feature requires 45MB on your hard drive. It has 1 of 1 subfeatures selected. The subfeatures require 25MB on your hard drive.
Location: C:\Program Files (x86)\VMware Client\	WMware Horizon View Browse
Reset Disk Usage	Back Next Cancel

e. Leave the Default Server field blank and select "Next":

設 VMware Horizon Client Setup	- • •
Default Server Configures the server Horizon Client connects to by default.	7
Specify a default server for this Horizon Client. This setting is optional.	
Default Horizon Connection Server:	
Back Next	Cancel

f. Keep the defaults at the Configure Shortcuts screen and select "Next":

😸 VMware Horizon Client Setup	
Configure Shortcuts	
Creates program shortcuts.	
Create shortcuts for VMware Horizon Client in the following places:	
I Desktop	
📝 Start Menu Programs Folder	
Back Next	Cancel

g. At the Ready to install screen select "Install":

🗒 VMware Horizon Client Setup	
Ready to install VMware Horizon Client	7
Click Install to begin the installation. Click Back to review or change any o installation settings. Click Cancel to exit the wizard.	fyour
Back Install	Cancel

h. When the Completed Setup screen appears, uncheck the "Launch Client after installation" box and select "Finish":

😸 VMware Horizon Client Set	rup 🗖 🗖 🗾 🗖		
F	Completed the VMware Horizon Client Setup Wizard		
	Click the Finish button to exit the Setup Wizard.		
vmware Horizon ⁻ Client			
PCoIP			
Launch VMware Horizon Client after installation Finish Cancel			

- i. Reboot if/when prompted to reboot.
- 4. When the installation is complete, there is no additional configuration steps that need to be taken. Continue to the UniPrint Client installation. For more information on how to use the UniPrint Client, please see the <u>FAQ page on The Exchange</u>

UniPrint Client for Windows OS Installation:

- 1. Download the UniPrint Client for Windows OS.
 - a. Select the following link, <u>UniPrint Client Download page</u>, and from the downloads page select the client that is needed for your operating system.
- 2. Navigate to the download directory and Run the installation program, UniPrintClient520_*.exe.
 - a. In the UniPrint Client 5.2.0 installation dialog box, click "Next".
 - b. In the License Agreement dialog box, select I accept the terms in the license agreement and then click "Next".
 - c. Leave the default selection in the Destination Folder dialog box
 - d. If you are installing the UniPrint Client for all users who share a computer, click Anyone who uses this computer. You must have administrative rights to install for all users. If you are installing only for the current user, click Only for me. Click Next.

Destina Select	ation Folder a folder where the application will be installed.	Ø
	UniPrint Client 5.2.0 (32-bit) will be installed in the following folder. To install i a different location, click the Change button, and select another folder.	into
~	Install UniPrint Client 5.2.0 (32-bit) to:	
P	C:\Program Files\UniPrint Client\	ge
	Install this application for:	
0	 Anyone who uses this computer (all users) 	
S	Only for me (Administrator)	
stallShield	d	
	< Back Next > Car	ncel

- e. In the Ready to Install the Program dialog box, click Install. f. Click Finish.
- 3. When the installation is complete, there is no additional configuration steps that need to be taken. Continue to the UniPrint Client installation. For more information on how to use the UniPrint Client, please see the FAQ page on The Exchange

Mac OS Installation Steps:

VMware Horizon Client for Mac OS Installation

- 1. Download the VMware Horizon View Client.
 - a. Select the following link, <u>VMware Horizon View Client</u>, and from the "downloads" page select the client that is needed for your operating system.
- 2. To install the VMware Horizon View Client:
 - a. Select the downloaded Vmware-Horizon-Client-3.x.dmg file to open it.
 - b. Agree to the VMware End User License Agreement:



c. In the Finder window, drag the "VMware Horizon Client" icon to the Application folder icon:

E	
vm ware	Horizon [®] Client
VMware Horizon Client	
To install VMware Hor Pour l'installation de VMware H Zum Installieren ziehen Sie des VMware Horizon Client をインストールする 方了安装 VMware Horiz VMware Horizon Client를 설치하さ 為了安裝 VMware Hor	ition Client, drag the icon to the Applications folder. orizon Client, faites glisser l'icone vers le dossier Applications. Wware Horizon ClientSymbol in den Ordner ,Programme ". Sicは、このアイコンをアプリケーションフォルダに移動します。 zon Client : 指移国桥到 "应用程序"文件关。 団 (O) 之号 응용 프로그램 플더에 끌어 넣으십시오. orizon Client, 指移圖標到"應用程序"文件英。

- 3. When the installation is complete, <u>there are no additional configuration steps that need to be taken</u>. You can eject the "VMware Horizon Client" from "Devices"
- 4. The VMware Horizon Client is visible under Launchpad and can be seen under installed Applications, but you SHOULD NOT DIRECTLY LAUNCH THE CLIENT.

• • •		Applications		
$\langle \rangle$		*• A O		Q Search
Favorites	Numbers	Pages	Photo Booth	Photos
AirDrop				
All My Files			•	A CONTRACTOR OF
🛆 iCloud Dri				
Applicatio	Proview	QuickTime Player	Pamindars	Safari
Desktop	Fleview	QuickTime Flayer	Reminders	Salan
Documents			A A A A A A A A A A A A A A A A A A A	
Downloads	555-7361 E94s			
Devices	Stickies	System Preferences	TextEdit	Time Machine
Remote D				
VMwar ≜			<u> </u>	
Tags	UD	×		
🔴 Red			9	
Orange	UniPrint Client 4.0 (5.4)	Utilities	VLC	VMware Horizon Client

a. If the VMware Horizon Client opens up for any reason and you see the following screen:

+	VM	ware Horizon Client		
New Server	vm ware Horizon		PCoIP	
	Enter the name of the Conn	nection Server.		
	✓ Always connect at launc	h		
		Cancel	Connect	

- b. Leave the "Connection Server" entry blank, and select cancel.
- c. At the next screen below, select the Red "X" in the upper left hand corner to close the client:



- 5. Once the client installation is complete, you can navigate to <u>https://workplace.redcross.org</u>, login with your network username and password, and begin accessing the resources that are available to you.
- 6. For more information on how to use the VMware Horizon Client, please see the FAQ page on The Exchange

UniPrint Client for Mac OS Installation

- 1. Download the UniPrint Client for Mac OS.
 - a. Select the following link, <u>UniPrint Client Download page</u>, and from the downloads page select the client that is needed for your operating system.

Release Date: August 21st, 2015 UniPrint Mac Client - 4.0.5.4 (For Mac OS X 10.9 or Later) Enhancements: · Added OS X Yosemite compatibility Multiple display support Bring Dialogs To Front option added · Updated icons and copyright information Bug Fix: · Fixed infinite bounce issue Release Date: August 19th, 2010 UniPrint Mac Client - 4.0.1 (For Mac OS X 10.8 or earlier) Enhancements: · Preview window now appears on top of other windows when a print job is received. · Option to automatically close Preview window when a print job is printed. Bug Fix: · Client crashes on exit when running on machines with PowerPC-based processors.

- 2. Now select the UniPrint Client for Mac 4.X.dmg file.
 - a. Select Agree to accept the license agreement terms and conditions.

IMPORTANT - Read this License Agreement carefully before clicking on the		UniPrint Client for Mac 4.0.5.4.dmg
"Agree" button. By clicking on the "Agree" button, you agree to be bound by the terms of the License Agreement. This End-User License Agreement ("EULA") is a legal agreement between you (either an individual or a single entity) ("Customer") and UniPrint.et ("UniPrint") whereby UniPrint, according to the terms and conditions set forth herein, grants Customer a limited license to use the UniPrint™ software products owned by UniPrint or its licensors (hereinafter referred to as the Software), which includes modifications, corrections, improvements, enhancements and updates thereto provided now or later by UniPrint as well as any copies, parts, translations, alterations or derivative works thereof or therefrom. Any software provided along with the Software that is associated with a separate end-user license agreement is licensed to you under the terms of that license agreement. By installing, copying, downloading, accessing or otherwise using the Software, you agree to be bound by the terms of this EULA. If you do not agree to the terms of this EULA, do not install or use the Software. 1. Limitation of Liability UniPrint and its affiliates, (collectively, the "Licensor") make no representations or warranties of merchantability, title, or fitness for a particular purpose. Licensor will not be responsible for any data loss that might result from implementing the Software including but not limited to any special, indirect or consequential damages whatsoever resulting from the loss of use. data or mrifts_arising out of or in connection with the use. Print Save Disagree Agree	IMPORTANT - Read this License Agreement carefully before clicking on the "Agree" button. By clicking on the "Agree" button, you agree to be bound by the terms of the License Agreement.	License Agreement for UniPrint.net IMPORTANT - READ CAREFULLY This End-User License Agreement ("EULA") is a legal agreement between you (either an individual or a single entity) ("Customer") and UniPrint.net ("UniPrint") whereby UniPrint, according to the terms and conditions set forth herein, grants Customer a limited license to use the UniPrint™ software products owned by UniPrint or its licensors (hereinafter referred to as the Software), which includes modifications, corrections, improvements, enhancements and updates thereto provided now or later by UniPrint as well as any copies, parts, translations, alterations or derivative works thereof or therefrom. Any software provided along with the Software that is associated with a separate end-user license agreement is licensed to you under the terms of that license agreement. By installing, copying, downloading, accessing or otherwise using the Software, you agree to be bound by the terms of this EULA. If you do not agree to the terms of this EULA, do not install or use the Software. 1. Limitation of Liability UniPrint and its affiliates, (collectively, the "Licensor") make no representations or warranties with respect to the Software and specifically disclaim any express or implied warranties of merchantability, title, or fitness for a particular purpose. Licensor will not be responsible for any data loss that might result from implementing the Software including but not limited to any special, indirect or consequential damages whatsoever resulting from the loss of use data or mofits. arisine out of or in connection with the use

- b. The virtual disk, UniPrint Client 4.X Installer, should appear on your desktop
- c. In the UniPrint Client 4.X Installer dialog box, drag the UniPrint Client folder to your Applications folder.

🔴 😑 📃 UniPrint Client 4.0.5.4	Installer
wiprint Client Installa	tion
To Install, drag the UniPrint Folder onto	o Applications
	A
UniPrint Client 4.0 (5.4)	Applications © 2014 UniPrint.net

- d. Once UniPrint Client 4.x appears in the Applications folder, eject the UniPrint Client 4.x Installer virtual disk to unmount the disk.
- 3. While the UniPrint Client is still running in the dock, right-click the docked UniPrint icon and go to options.
- 4. While under Options select the following options:
 - a. Keep in Dock
 - b. Open at Login



- 5. Manually launch the previously installed Horizon View Client.
- 6. Navigate to Preferences under the Horizon View Client:



7. Under the Sharing tab, click the "+":

8					
Preferences					
General Sharing Keyboard Security					
Folder					
🖞 adamflowers 🗘					
+ -					
Allow access to 🖆 adamflowers					
☑ Allow access to removable storage					
Do not show dialog when connecting to a desktop or application					

8. Select the "UniPrintDrive" device and click "Add".

E < > ः ≡ □ … ↓ UniPrintDrive	C Q Search
Favorites UPClient.config	
adamflowers	
iCloud Drive	
Applications	
Desktop	
Documents	
Ownloads	
Devices	
Remote Disc	
UniPrintDrive 🔺	
Shared	
ncdurtc0001	
Tags	
Red	
New Folder	Cancel Add

9. This add "UniPrintDrive" as a Shared Location:

⊗ → Preferences	
General Sharing Keyboard Security	
Folder	
📮 UniPrintDrive 🗘	
+ -	
✓ Allow access to	
✓ Allow access to removable storage	
Do not show dialog when connecting to a desktop or application	
 + − ✓ Allow access to adamflowers ✓ Allow access to removable storage ✓ Do not show dialog when connecting to a desktop or application 	

- 10. Now Completely Exit out of the VMware Horizon Client.
- 11. Once the VMware Horizon Client has been completely exited, your UniPrint Client installation and configuration is complete.
- 12. When the installation is complete, there is no additional configuration steps that need to be taken. For more information on how to use the UniPrint Client, please see the <u>FAQ page on The Exchange</u>

iOS Installation Steps:

*** Only the Horizon View Client needs to be installed on iOS Devices ***

VMware Horizon Client for iOS Installation

1. On your iOS device, search the App Store for the VMware View Client application.

•••• Ver	izon 🗟	9:58 AM		* 💶 +
Q vmv	vare hori	zon view clier	nt 8 Res	aults 🙁
l	Ħ	VMware Hor Client VMware, Inc. ★★★☆☆ (14)	izon ^{(†} GE	T
	Carrier 🗢	10:49 AM	-	
	Cancel	Server Setup		
	V Server A	ware Horiz	zon	
	boothpu	orr (op tronuly	_	
		Add Server		
			PCoIP	
Featured	*	Near Me	Q Search	Updates

- 2. Download the application, by selecting "Get"
- 3. If you downloaded the application to a Mac or PC, connect your iOS device to the computer and follow the onscreen instructions in iTunes.
- 4. To determine that installation succeeded, verify that the VMware View application icon appears on one of the desktops of the Home screen on the device.

••••• Verizo	on 🗢 12:30	PM	* 🗖
. 0#			M
Extras	Voice Memos	FaceTime	Horizon
			N
			N.S.
	\sim	Charles and the	
Phone	Mail	Safari	Music

- 5. When the installation is complete, there are no additional configuration steps that need to be taken.
 - a. If the VMware Horizon Client opens up for any reason and you see the following screen:

••••• Verizon 훅	12:30 PM	*
Cancel Se	rver Setup	
	囲	
vmwa	are Horiz	zon
Server Address	5	
Description (on	tional)	
Description (op	tional)	
A	ad Server	

b. Leave the "Server Address" entry blank, and select cancel or press the Home button.

6. Once the client installation is complete, you can navigate to <u>https://workplace.redcross.org</u>, login with your network username and password, and begin accessing the resources that are available to you.



7. For more information on how to use the VMware Horizon Client, please see the FAQ page on The Exchange

Android Installation Steps:

***Only the Horizon View Client needs to be installed on Android Devices ***

VMware Horizon Client for Android Installation

1. On your Android device, search for the VMware Horizon Client app in the Google Play Store or Amazon Appstore for Android.

				m Ho	ware rizon
B	Ę		Mware, Inc. Everyone	e Horizo	
	Down	ioads	2,590 ±	Business	Similar
		V	vlware Ho	rizon Client	
			READ	MORE	
VMene Hatzan	AL ENCOUTES			19023 1	FLB married
Ranky Matrixed	Factory Milling	Marchi Historeta	Magers His Sectory	Access 1813	
Anter Busider (C		0	Sange Cause	800 x 340	AirWatch by VMware, the Leader in Enterprise Mobility Maretager for wave of a constraint Autor Ramma Mare 2
		\triangleleft	C		

2. Install the app according to your device's customary procedure for installing apps by selecting "INSTALL" and "ACCEPT"



3. Once the installation has completed, please confirm that the VMware Horizon Client app icon appears on one of the desktops of your Home screen.



- 4. When the installation is complete, there are no additional configuration steps that need to be taken.
 - a. If the VMware Horizon Client opens up for any reason and you see the following screen:

	*	9:14
VMware Horizon	*	1
F		
MMW2K9 Horizon		
VIIIWare Honzon		
Server Name or Address		
Server Description (optional)		
Connect		

- b. Leave the "Server Address" entry blank, and select cancel or press the Home button.
- 5. Once the client installation is complete, you can navigate to <u>https://workplace.redcross.org</u>, login with your network username and password, and begin accessing the resources that are available to you.



6. For more information on how to use the VMware Horizon Client, please see the FAQ page on The Exchange