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### MyDesktop Logon Instructions

Please note that these instructions are meant to get the user on MyDesktop quickly.

Login Instructions for MyDesktop.vlab.usc.edu:

- 1. Open a web browser and go to → <u>https://mydesktop.vlab.usc.edu/</u>
- 2. Select "Install VMWare Horizon Client"

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VMware	Horizon	
using the VMware Hori	desktop and applications by zon Client or through the wser.	
	nt offers better performance eatures.	
Install VMware Horizon Client	VMware Horizon HTML Access	1
	Check here to skip this screen and always use HTML Access.	

3. Click on "View Download Components" for the Omnissa Horizon Client product Home / Downloads

	Search All Downloads	
Products A-Z By Category		
		ALL PRODUCTS
Desktop & End-User Computing		
Products		
Omnissa ThinApp		View Download Components   Drivers & Tools
Omnissa Dynamic Environment Manager		View Download Components   Drivers & Tools
Omnissa Horizon		View Download Components   Drivers & Tools
Omnissa App Volumes		View Download Components   Drivers & Tools
Omnissa Workspace ONE Tunnel		View Download Components   Drivers & Tools
Omnissa Horizon Clients		View Download Components   Drivers & Tools

All Downloads



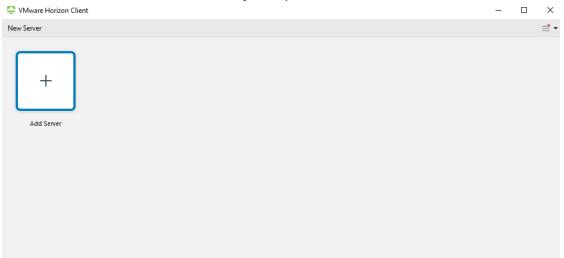
#### Then select which version of device you have:

Home / Omnissa Horizon Clients		
Download Omnissa Horizon Clie	ents	
2412 desktop from your de	ts for Windows, Mac, iOS, Linux, Chrome and Android allow you to connect to your Omnissa Horizon virtual vice of choice giving you on-the-go access from any location. It 2412 client may not work with existing Zoom, Cisco, Nuance and Imprivata integrations	Product Resources View My Download History Product Info Documentation Horizon Mobile Client Privacy Horizon Community
Read More		
Product Downloads Drivers & Tools Open Source C	ustom ISOs OEM Addons	
Product	Release Date	
Omnissa Horizon Client for Windows		
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Omnissa Horizon Client for Windows	2024-12-24	GO TO DOWNLOADS
	2024-12-24	GO TO DOWNLOADS

### 4. Install the application, then double-click on Omnissa Horizon View



5. Click Add Server, then enter mydesktop.vlab.usc.edu





6. Enter your **USCNet ID** and **USCNet ID password** and make sure **ISD.USC.EDU** is selected for the domain then click "**Login**"

n Login	-
Server:	合 https://mydesktop.vlab.usc.edu
User name:	
Password:	
Domain:	ISD.USC.EDU 🗸
	Cancel Login

There is no need to add "@usc.edu" at the end of your username.

NOTE: If you are unable to log into the MyDesktop (aka Virtual Desktop Infrastructure or VDI) please note the following:

- If you have just registered for the course, the system might not be able to recognize your account immediately. Please try again the next day.
- If you are enrolled into the course and have issues logging in, please send an email to <a href="mailto.emgrhelp@usc.edu">engrhelp@usc.edu</a>.
- If you have taken a course the semester before with VDI access but not the current semester, you will not be able to log into the VDI. Access to the VDI is on a semester basis.



7. After logging in, you may only see one choice as follows:



Double click on it will get you onto the General Desktop. This is where most of the software are installed.

If this is your first time logging on, it may take a few minutes to build your profile. Subsequent logins will be faster.

If you see a blank screen and nothing appears to be happening, try clicking on the double square next to the red X to resize the screen from full screen mode to windowed mode. This will force the Horizon View client to try and reset the screen resolution. If you see the desktop, you may click on the square next to the red X to go back to full screen mode if that is your preference.



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8. If you are signed up for certain classes that require graphics intensive software such as Adobe CC or Solidworks and have been given access to MyDesktop, you will see Enhanced Desktop as an option.



9. To share files between the VDI and your desktop/laptop, please do the following:

Sharing			×
0	Do you want to share your re files when using remote des		
	Permit access to your removable storag For more choices, go to <u>Settings &gt; Shar</u>		es 🤱 dyip
🗹 Do no	t show this dialog again		Allow Deny
		Welco	ome

NOTE: Failure to do this step would deny the file sharing between the VDI and your desktop/laptop.



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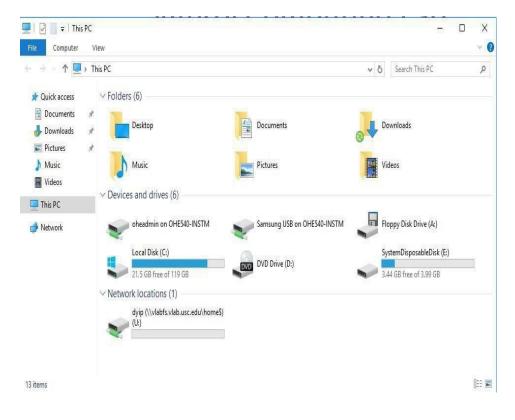
10. If you are using the latest client release (5.3.0 for both Windows and Mac), click on File Explorer and you will see your local computer's hard drive. Click on it.



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 In this screenshot, the local drive is mapped as OHEADMIN on OHE540-INSTM. Pleasealso note that I have a USB drive plugged in and it shows up as SAMSUNG USB on OHE540-INSTM.

All users that log in to MyDesktop have been assigned online network space. In this screenshot, mine is located under Network Location as the U: drive.



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12. For Mac Users, steps 11 to 15 shows you how to share data files between your Mac and the VDI.

To share an item between the VDI and your laptop/desktop. Click on the unit you are using. In my case it is "oheadmin on OHE540-INSTM". You should see the following:

N N N M	is PC → oheadmin on OHE540-INSTM			5 <b>~</b>	Search oheadmin on OHE540 ,
🖈 Quick access	Name	Date modified	Туре	Size	
🗎 Documents 🛛 🖈	Applications	7/25/2017 10:16 AM	File folder		
ownloads 🛛 🖈		8/9/2017 11:51 AM	File folder		
E Pictures #	- Documents	8/14/2017 8:42 AM	File folder		
	📙 Downloads	8/4/2017 9:21 AM	File folder		
	Library	7/25/2017 10:16 AM	File folder		
Videos	Movies	7/17/2017 7:47 AM	File folder		
This PC	Music	7/25/2017 10:14 AM	File folder		
	Pictures	7/17/2017 7:47 AM	File folder		
💣 Network	Public	7/17/2017 7:47 AM	File folder		

13. From there click on the "Desktop" folder.

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→ • ↑ 📘	> Th	is PC > oheadmin on OHE540-IN	ISTM > Desktop		√ Č	Search Desktop	Q
Quick access		Name	Date modified	Туре	Size		
Documents	*	12.Refind	8/9/2017 11:50 AM	File folder			
🚽 Downloads	*	Centrify	8/9/2017 11:17 AM	File folder			
Pictures	*						
👌 Music							
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This PC							
Network							
ems							

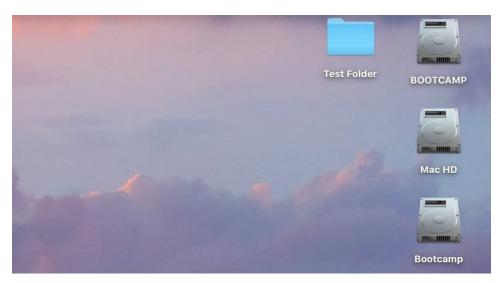
This is mirroring between the VDI and the computer you are using.

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14. To create a specific folder to synchronize files between the VDI and your computer. Right click on the mouse and select "New Folder." If you do not have a right mouse button, press "CTRL+SHIFT+N" and that will create a new folder on the directory.

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· •	→ Th	is PC → oheadmin on OHE540-IN	STM → Desktop		ٽ ~	Search Desktop	ېر	ρ
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Pictures	*	- Test Folder	8/18/2017 8:50 AM	File folder				
Music								
Videos								
This PC								
💣 Network								
*								

You should see a copy of it on your computer's desktop. Press F3 on your Apple keyboard to switch from the VDI desktop to your iMacs desktop. The following is a screen shot on my iMac:

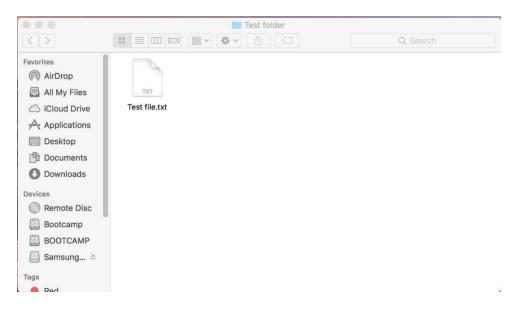


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15. Let's create a file to see the synchronization. I have created a text file with the filename "Test file" in the desktop folder called "Test folder" on the iMac's directory on theVDI.

→ < ↑	→ Th	is PC > oheadmin on OHE540-I	NSTM > Desktop > Test folder		~	Ō	Search Test folder	م ا
Quick access		Name	Date modified	Туре	Size			
Documents	*	Test file	8/18/2017 8:53 AM	Text Document		1 KB		
🖖 Downloads	1							
Pictures	A							

16. Press F3 on the Apple keyboard to switch back from the VDI desktop to the iMac you are using. I click on the folder I created and see that the file I created on the VDI is on the iMac.



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- 17. When you are contacting the Viterbi Service Desk (engrhelp@usc.edu) for assistance, please give as much information as possible such as:
  - a. Where are you trying to connect from (home, off campus somewhere, dorm, on campus)?
  - b. Which desktop (General or Enhanced) were you trying to log into?
  - c. Date and time you ran into the problem.
  - d. What software were you attempting to use.
  - e. Did you start up any other software or is anything else running when youexperienced this problem?
  - f. Which host were you logged in to? Right click on Computer and select Properties to find the computer name. For me, I'm logged into GDESK-222. See below screenshot.

🖳 System			- 0	×
← → · · ↑ 🛂 > Control Panel > System and S	ecurity > System	ڻ ~	Search Control Panel	P
Control Panel Home View basic in	formation about your computer			(
Device Manager Windows edition				
Remote settings Windows 101	interprise 2015 LTSB		22 VI 0.12	
	soft Corporation. All rights reserved.		lindows1	$\cap$
Advanced system settings		V V	IIIuuvvs	U
System				
Processon	Intel(R) Xeon(R) CPU E5-2695 v2 @ 2.40GHz 2.40 GHz			
Installed mer	nory (RAM): 8.00 GB			
System type:	64-bit Operating System, x64-based processor			
Pen and Touc	h: No Pen or Touch Input is available for this Display			
Computer name,	domain, and workgroup settings			
Computer na	me: GDESK-222		Change set	tings
Full compute	r name: GDESK-222.vlab.usc.edu			
Computer de	scription:			
Domain:	vlab.usc.edu			
Windows activati	on			
Windows is a	tivated Read the Microsoft Software License Terms			
Product ID: 0	0329-50000-00001-AA168		Change produ	ct key



18. Please take note of when your home folders will be purged and how to get help. This is shown on the MyDesktop background wallpaper. You are advised to make frequentbackups of your data files stored on the network drive. You are responsible for your own datafiles.



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### Viterbi Computing Lab How to get Help - Contact Viterbi Service Desk



Online: http://viterbi.usc.edu/servicedesk Phone : 213-740-0517 (Hours: M-F 8am-6pm, closed on university holidays) How to change user password - https://netid.usc.edu/account\_services/change\_password



Files should be saved in Documents.

#### Home Folder Data Purge Schedule



Spring Semester - data purged after May 31st Summer Semester - data purged after August 31st Fall Semester - data purged after December 31st

### Important Notes – Please READ!

- Have you updated your VMWare Horizon Client? This is especially important for students that have used MyDesktop in past years. Updating your Horizon client will fix the majority of connection problems.
- The faster and more stable the internet connection you have, the better experience you will have with MyDesktop.
- MyDesktop is dependent on USC Network. Please note that if USC is experiencing network
  problems or network outages, that will have an adverse effect on the performance and
  availability of MyDesktop.
- Do not leave your MyDesktop session unattended. There is an inactivity timeout.
- Please make frequent backups of all your important files. Any data files you save on the network drive is your responsibility.
- Access to MyDesktop is per class when requested by the Professor only. If you have used MyDesktop in a past semester and think your Viterbi class will benefit from having access, please inform your Professor or the TA of the class to request MyDesktop access.
- Autodesk products are NOT compatible with roaming profiles. If your class is accessing MyDesktop to use an Autodesk product, you will not have a roaming profile but you will still have the network U: drive.
- When you log in, you may see dialog boxes pop up. These dialog boxes will contain important upcoming notices such as system maintenance or system unavailability. Please read before clicking through.