



## NAVIGATING VDESKONLINE

**INTRODUCTION:** This guide will explain some of the basic features and show you how to navigate through vDeskOnline.

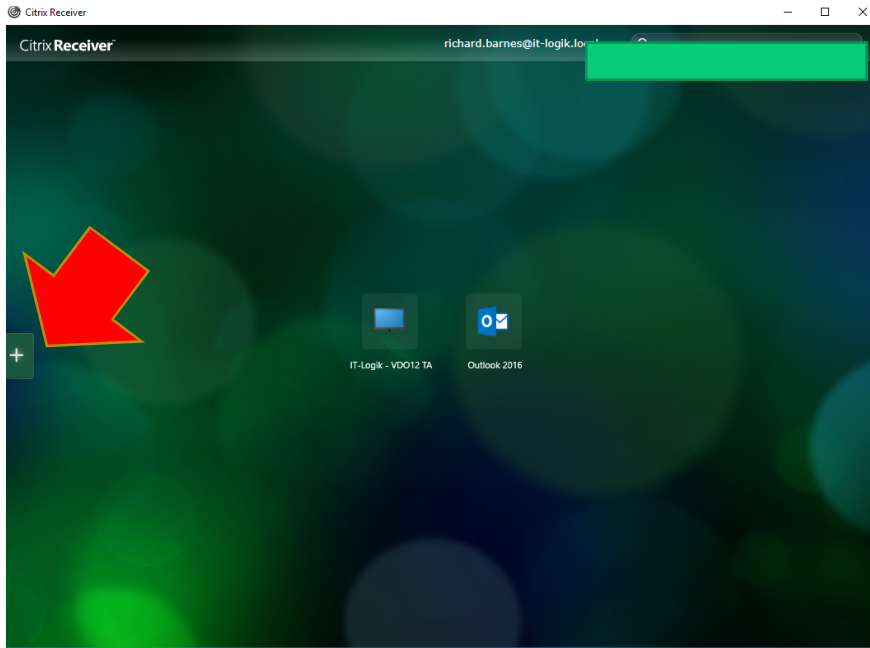
**SYSTEM REQUIREMENTS:** vDeskOnline profile

### WHAT YOU MAY NEED & OTHER CONSIDERATIONS:

- Your display may be different depending how you access vDeskOnline (via the app or web browser)
- Steps 1-2 explain how to add favourite desktops / apps via the Receiver application
- Steps 3-4 explain how to add favourite desktops / apps via a web browser
- Step 5 onwards explains how to use the navigation bar once you've logged in

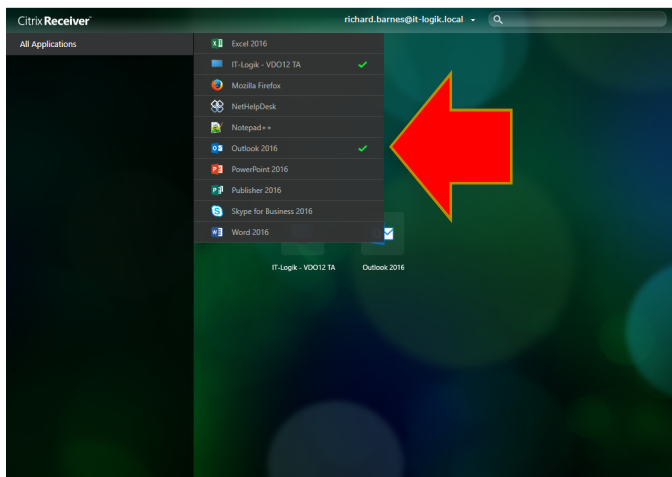
## STEP ONE – USING THE CITRIX APP

Once you've logged in to Citrix Storefront click the + icon



## STEP TWO – USING THE CITRIX APP

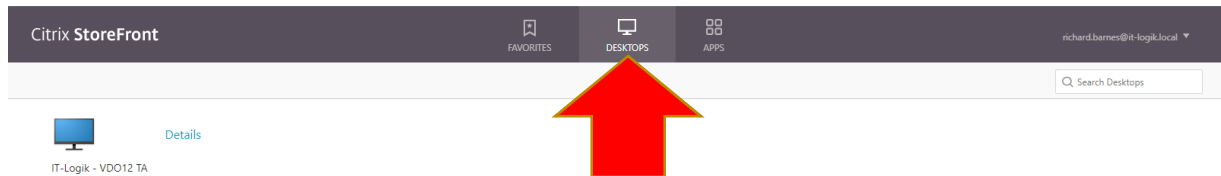
Select the Desktop application you want to add as a favorite, to remove it simply click the tick



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### STEP THREE – VIA WEB BROWSER

Once you've logged on via a web browser simply select 'desktops'



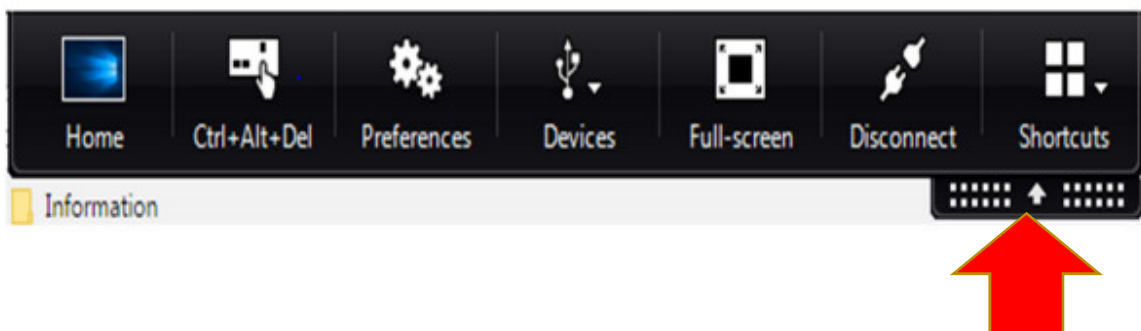
### STEP FOUR – VIA WEB BROWSER

Click on details and then Add to favorites. Your new desktop will appear under the favorites tab. Please note you can also do the same for the apps section.



### STEP FIVE

To open the navigation tool, simply click the black bar icon towards the top of your screen



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## STEP SIX

**Home:** This will minimise your vDeskOnline session and take you to your local devices screen

**Ctrl+Alt+Del:** This will send a command to bring up the Ctrl+Alt+Del function (useful for Task manager and changing passwords)

**Preferences:** This section allows you to customize certain personal elements of your Hosted Desktop

**Devices:** This will show any devices (such as a USB) that are connected

**Full Screen:** This will make your screen full size

**Disconnect:** This will disconnect your session but it will NOT log you off

**Shortcuts:** Provides shortcuts for easy access to certain features on vDeskOnline