

Interacting with the Walton College Virtual Desktop

The Walton College virtual desktop infrastructure (VDI) is a platform that provides anywhere, anytime access to nearly all applications needed for coursework in the Walton College through a virtual desktop. These desktops are identical to the desktops used in all Walton classroom labs. This document will provide information on how to interact with the VDI environment, including storage options for files and folders, accessing applications, and completely logging off the virtual desktop platform

Storing files and folders:

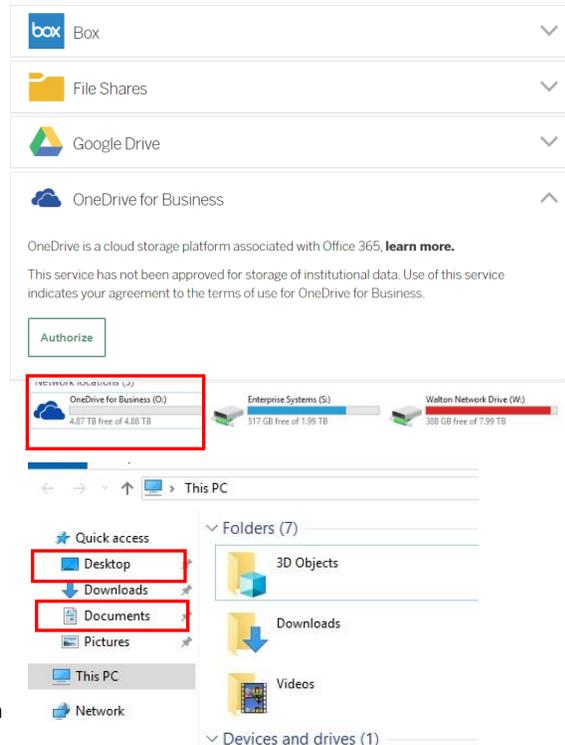
There are a few options when storing files and folders within the Walton College virtual desktop environment

Option 1 (Preferred): Save to cloud storage using Kumo

- Login to kumo.uark.edu with your UARK credentials
- Select the Cloud Storage option(s) you wish to Authorize for connection into the virtual desktop environment, and click Authorize
- Grant Access from the cloud storage provider as requested (Google Drive and Box only)
- Once Authorization is complete (Green Check), your cloud storage should now be visible within the Virtual Desktop environment as a drive (O: Drive for example)
- This cloud storage will be available for all subsequent virtual desktop sessions, unless it is deauthorized for use (Login to kumo.uark.edu, and select "Deauthorize" for the cloud storage option)
- Please visit <https://bit.ly/kumowalton> to see the above steps demonstrated

Option 2: Save to the Desktop or Documents Folder

- Files and folders that are placed on the Desktop or in the Documents folders within a virtual desktop session will remain in those locations for future sessions. *Files saved in any other location, such as Downloads, will be permanently deleted after logoff, and not available in future sessions*
- IMPORTANT:** Please consider saving any **important** files and folders to locations other than, or in addition to, the Desktop or Documents folder



Basic Navigation and finding applications

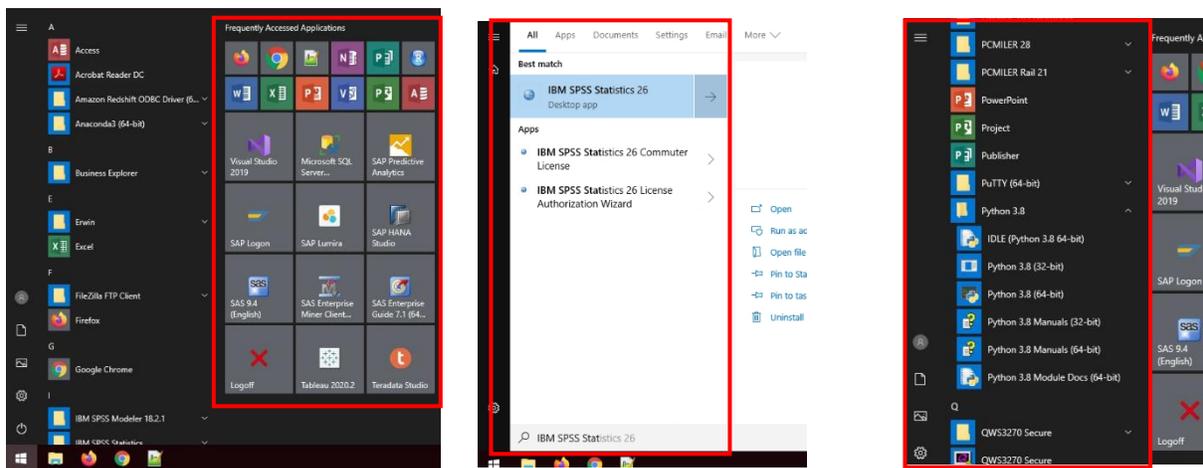
The Walton College Virtual Desktop environment is comprised of a Microsoft Windows 10 desktop with nearly all applications used for Walton College coursework. When you first login to a virtual desktop session, your window will look like the screen shown here



The desktop icons include shortcuts for Firefox and Google Chrome as well as a shortcut to the Walton College helpdesk system to request help. The taskbar on the bottom of the screen contains 5 icons on the lower left side, including the **Start** button, and shortcuts to the File Explorer, Mozilla Firefox, Google Chrome, and Notepad ++.

To find all other applications, first click on the Start button:

- Applications that are used often in Walton College coursework are shown underneath the **Frequently Accessed Applications** found on the right side of the **Start** menu ([left figure below](#))
- To find any additional applications, you can either use the search feature by typing in the name of the application ([middle figure below](#)) or by scrolling through the list of all applications on the left side of the start menu ([right figure below](#)).



Logging off the Walton College Virtual Desktop environment

To completely log off the Walton College Virtual Desktop environment, please perform the following 2 steps):

1. Close out of all applications, click on the **Start** button, and select **Logoff** (The Red "X") to close the session.
2. Disconnect completely from the Virtual Desktop server
 - a. **VMware Desktop App:** Click on the "Plug" icon in the upper-left side of the application window marked "Disconnect from this server", and click OK to confirm ([Left figure below](#))
 - b. **Web browser Access:** Click on the Disconnect icon and click OK to confirm ([Right figure below](#))

