

## How to Access your work Virtual Desktop from Home, on the Road, etc... etc...

Open a web browser; internet explorer, Firefox, or Google Chrome and type in

<http://www.grapevintexas.gov/>, left click on the **Doing Business** tab, left click on **FTP – File Transfer**



On the right under **QUICK LINKS**, click **Download View Client**

[Home](#) > [Doing Business](#) > [FTP - File Transfer](#)

**FTP - File Transfer**

### QUICK LINKS

[Download Cisco Client](#)

[Download View Client](#)

[Transfer Files](#)

[Vendor VPN](#)

**NOTE:** Determine if you have a **32-bit**, or **64-bit** version of Windows installed.

### Windows 7 or 10

1. Left Click **Start**  , Right Click Computer, Left Click Properties.
2. Left Click **Start**  , then type in **System**, and enter, **click on System**.
3. The operating system is displayed as follows: (in the middle of your screen)
  - Under **System**, then **System Type**, you will see **32-bit** operating system.
  - Under **System**, then **System Type**, you will see **64-bit** operating system.

### Windows 8

1. Swipe in from the right edge of the screen, and then tap **Search**. Or, if you are using a mouse, point to the lower-right corner of the screen, and click search.
  2. Type **system** in the search box, and then tap or click **Settings**.
  3. Tap or click **System**.
- If you are running a **32-bit version of Windows 8**, 32-bit Operating System is displayed in the System type field under the System heading.

- If you are running a **64-bit** version of **Windows 8**, 64-bit Operating System is displayed in the System type field under the System heading.

under **Product**, **VMware Horizon Client for Windows**, **VMware Horizon Client for 32-bit Windows**, and **VMware Horizon Client for 64-bit Windows**, Go to Downloads according to your Windows Version.

Product	Release Date	
▼ <b>VMware Horizon Client for Windows</b>		
VMware Horizon Client for 32-bit Windows	2015-06-04	<a href="#">Go to Downloads</a>
VMware Horizon Client for 64-bit Windows	2015-06-04	<a href="#">Go to Downloads</a>

After you have chosen the correct (32-bit or 64-bit) version Click on the **Download** tab.

**Product/Details**

The VMware Horizon Client for 32-bit Windows  
File size: 35.82 MB  
File type: exe file

[Download](#)

**NOTE:** you may have to scroll to the very bottom of your screen. Click **Save**, then Click **Run**.

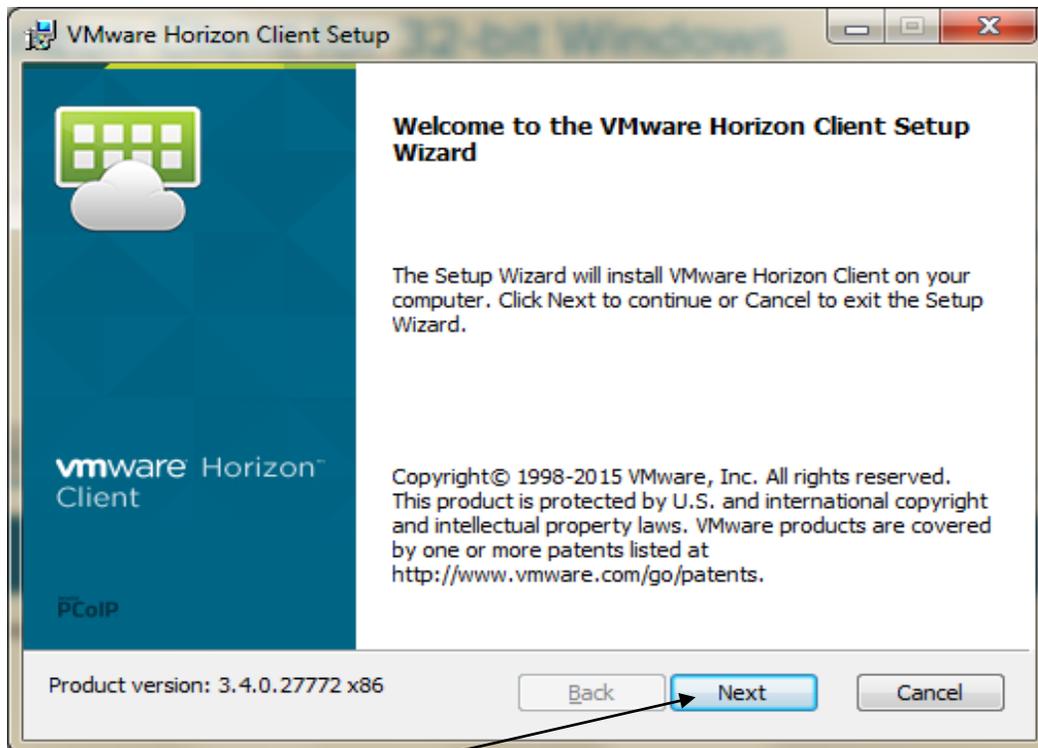
Do you want to save **VMware-Horizon-View-Client-x86-3.4.0-2769709.exe** (35.8 MB) from **download3.vmware.com**?

⚠ This type of file could harm your computer.

[Save](#) [Cancel](#)

The VMware-Horizon-View-Client-x86-3.4.0-2769709 (3).exe download has completed.

[Run](#) [Op](#)

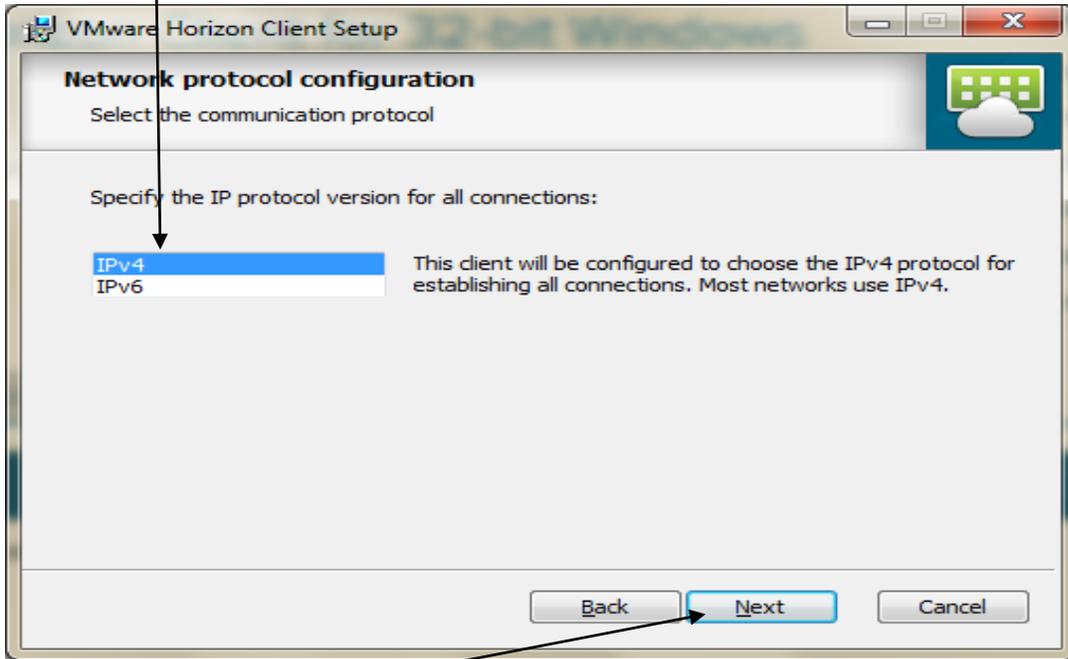


click **Next**

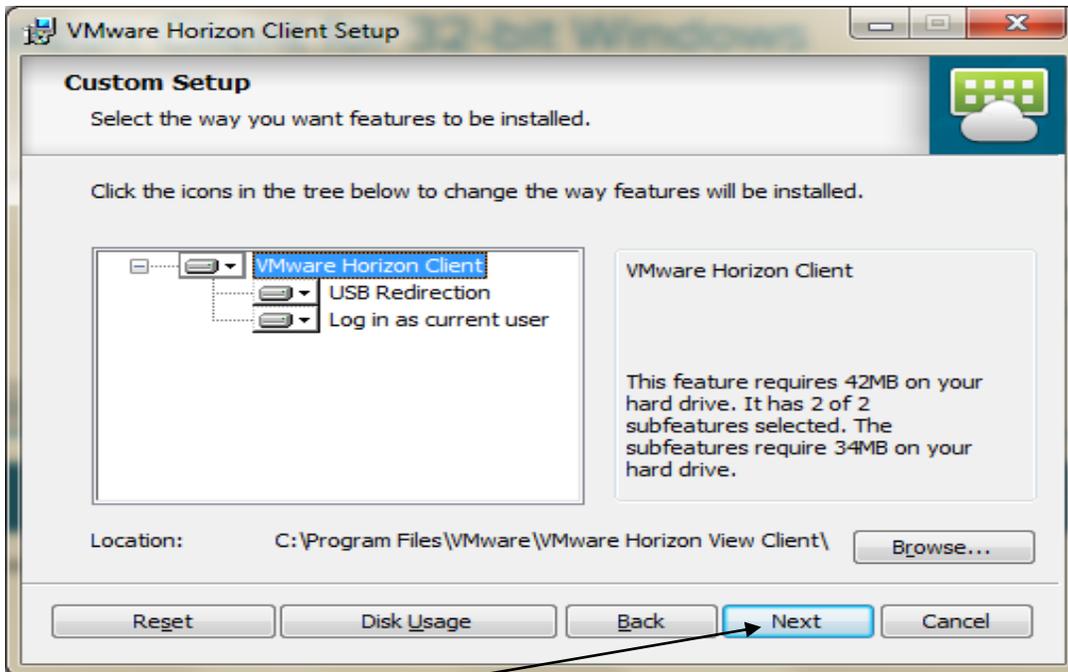


then **check the box** "I accept the terms in the License Agreement" click **Next**.

Make sure **IPv4** is highlighted blue.

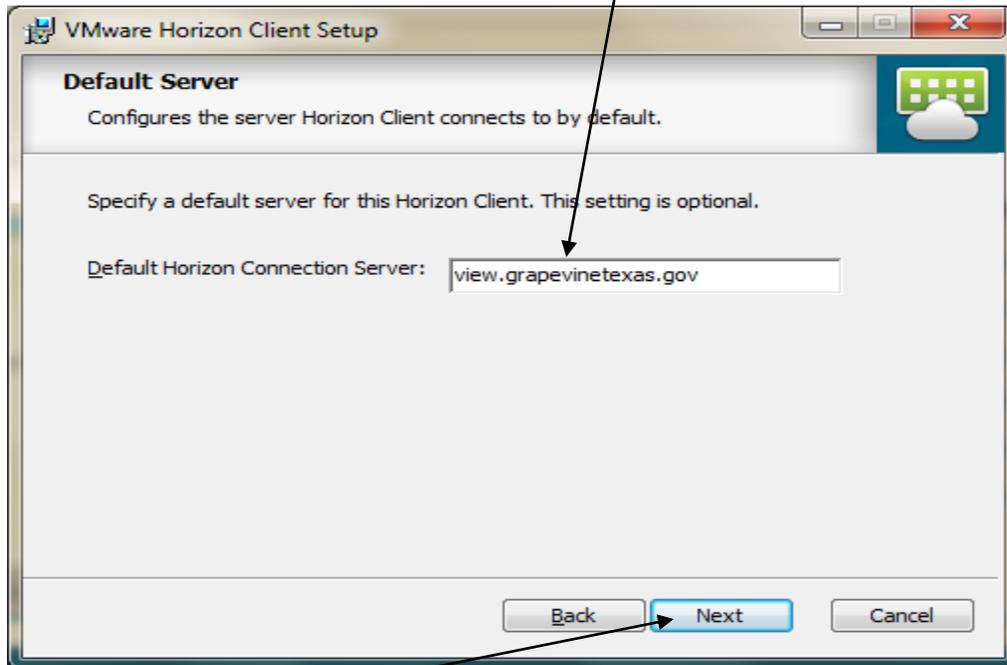


click **Next**



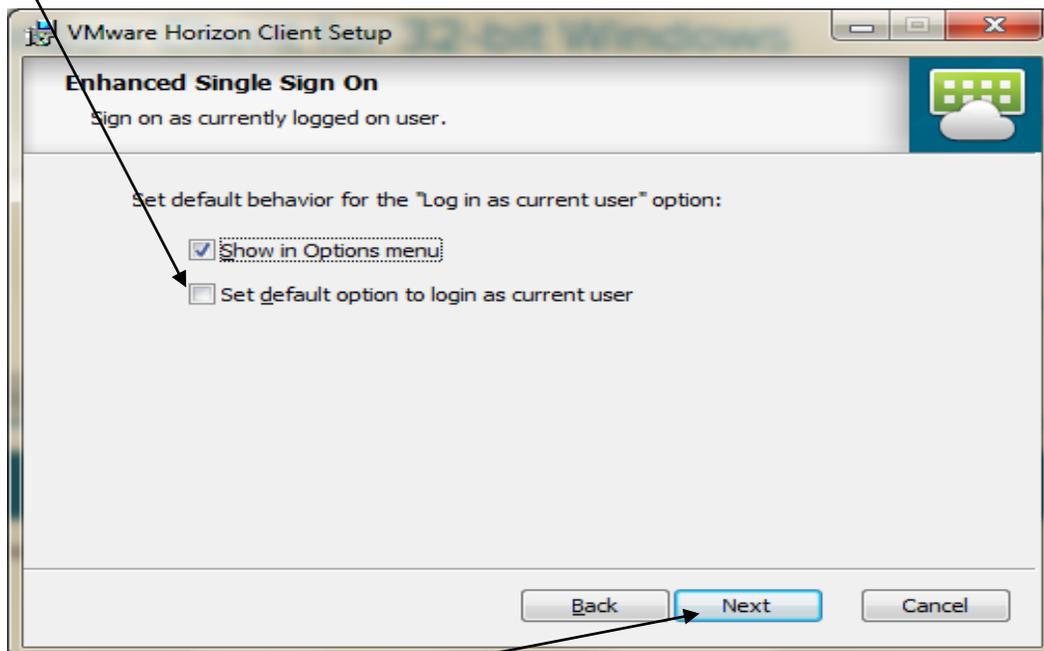
click **Next** again

In the Default Horizon Connection Server box type view.grapevintexas.gov

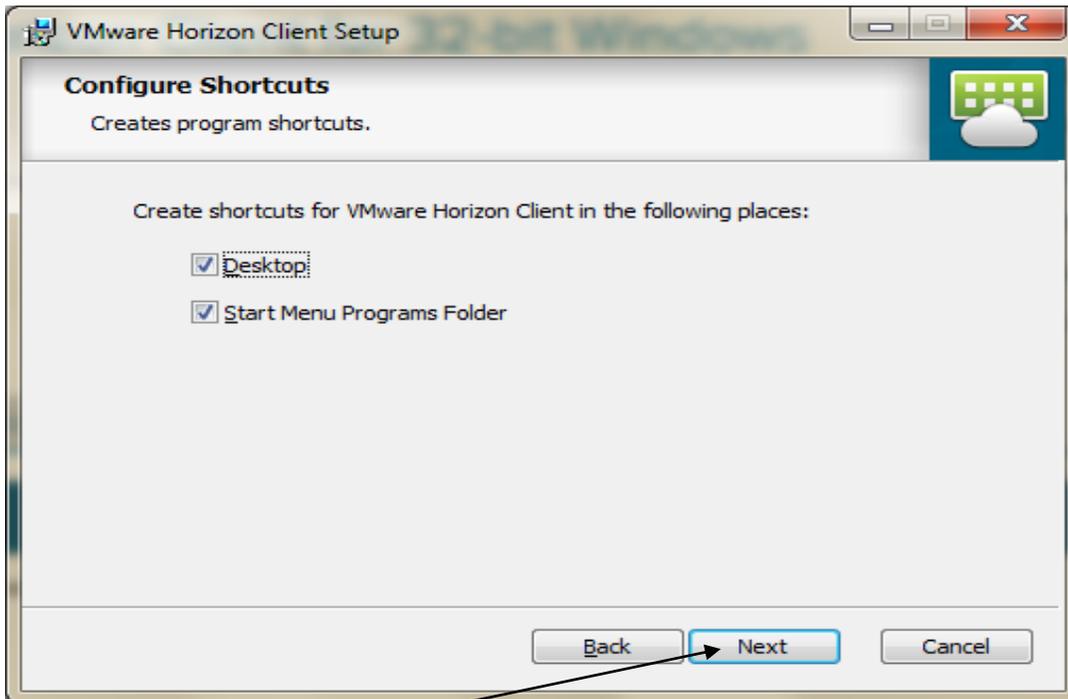


click Next

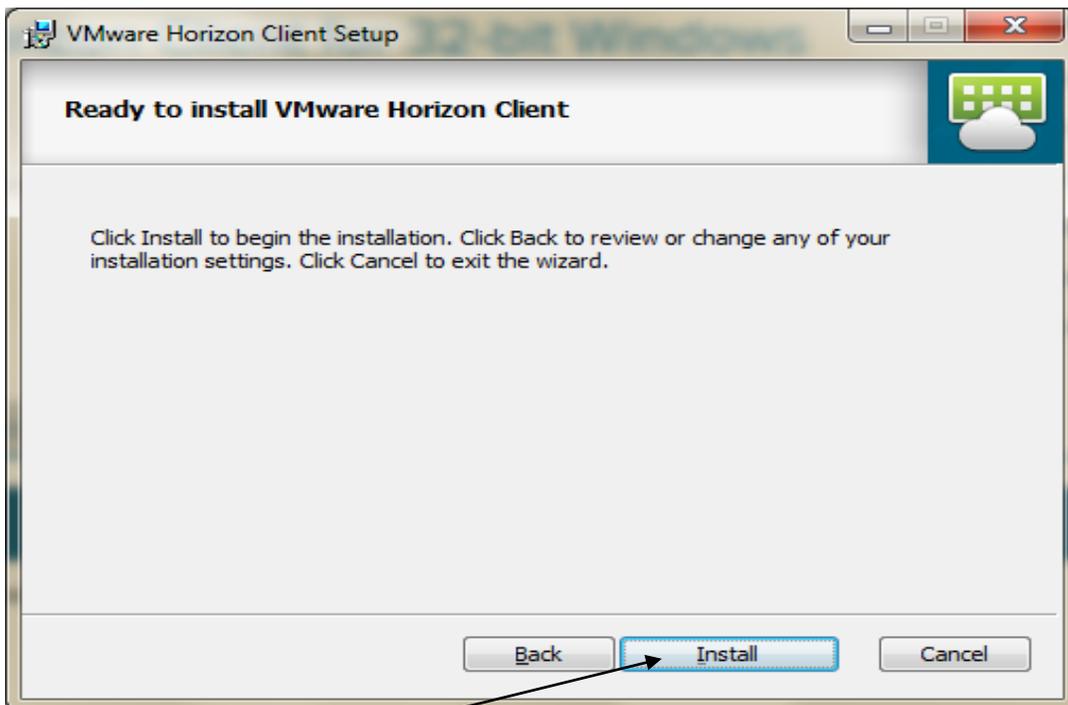
uncheck Set default option to login as current user



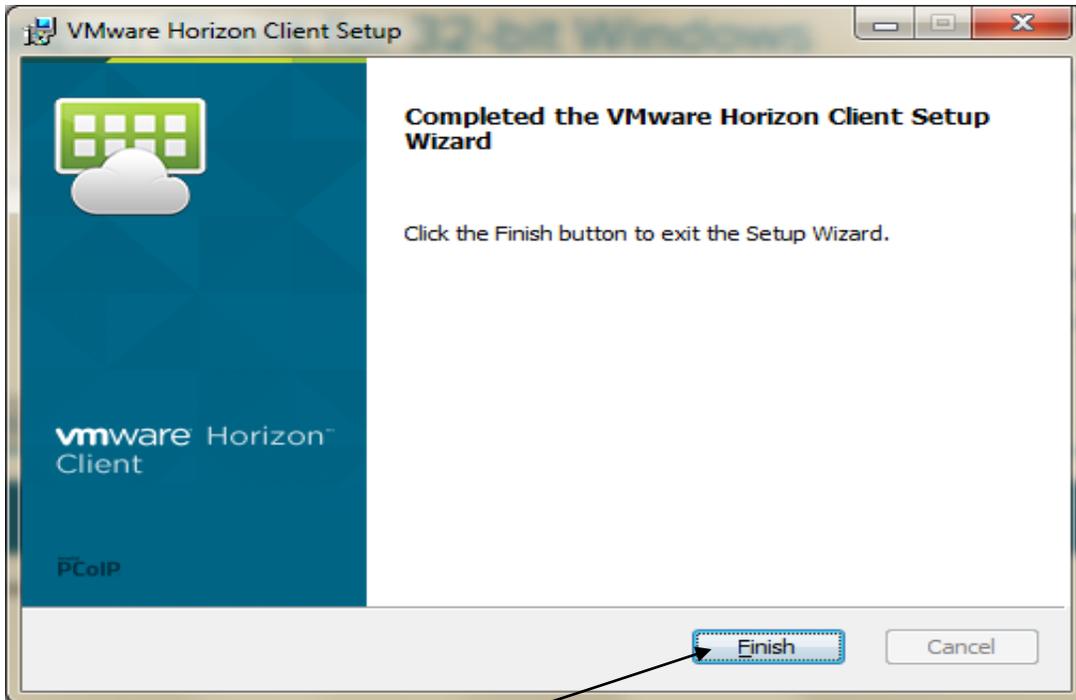
click Next



click **Next**



click **Install**

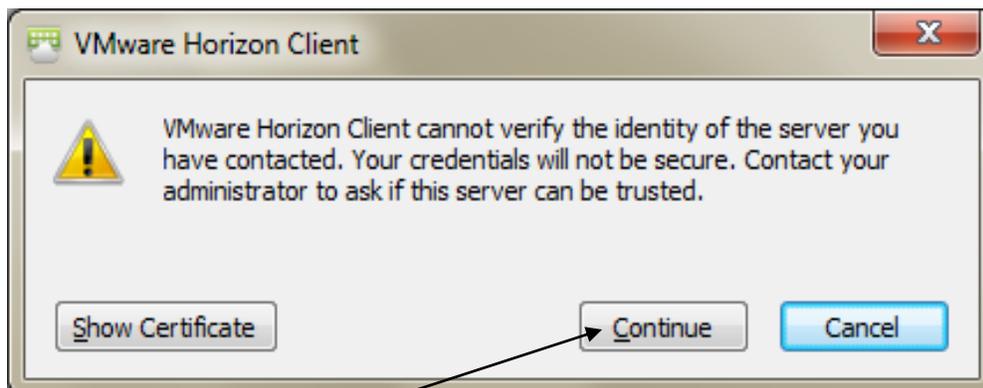


Once installed click **Finish**

On your desktop double left click on the **VMWare Horizon** icon

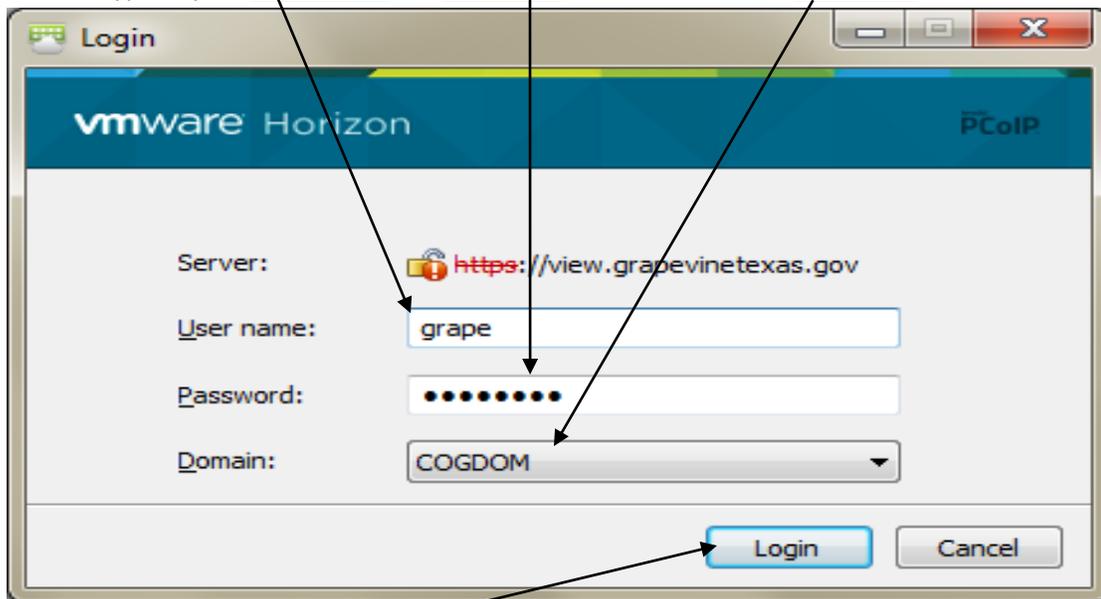


In the top left corner double left click on the **view.grapevintexas.gov** icon



click **Continue**

Type in your User Name and Password, Domain should be COGDOM

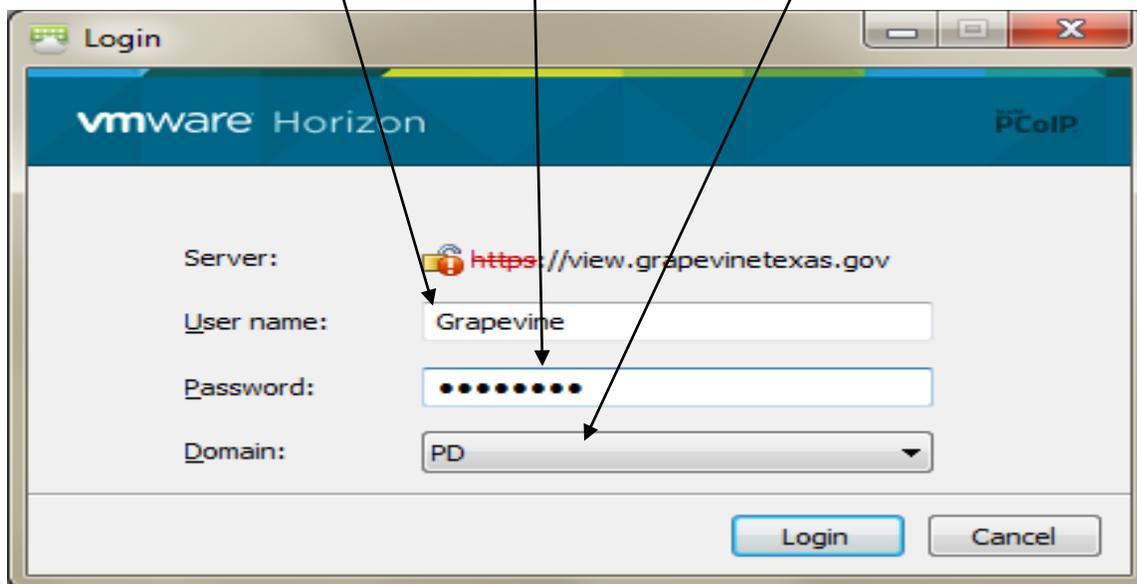


A screenshot of the VMware Horizon login window. The window title is "Login". The header bar contains the "vmware Horizon" logo on the left and "PCoIP" on the right. The main area contains the following fields: "Server:" with the URL "https://view.grapevintexas.gov"; "User name:" with the text "grape"; "Password:" with a masked password of ten dots; and "Domain:" with a dropdown menu showing "COGDOM". At the bottom right, there are two buttons: "Login" and "Cancel". Arrows from the text above point to the "User name", "Password", and "Domain" fields.

Then click Login

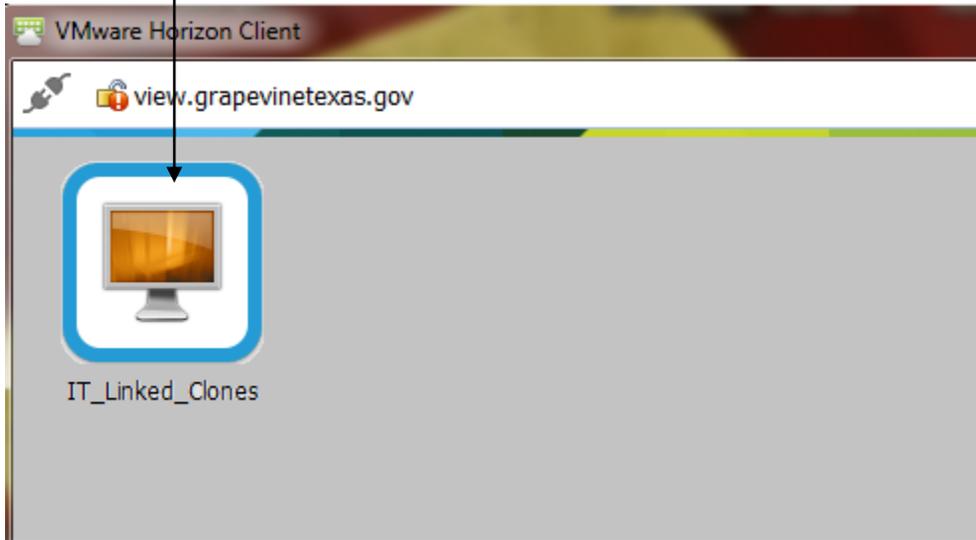
**Note:** if you are Public Safety make sure PD is the Domain selected.

Type in your User Name and Password, Domain should be PD



A screenshot of the VMware Horizon login window, similar to the one above. The window title is "Login". The header bar contains the "vmware Horizon" logo on the left and "PCoIP" on the right. The main area contains the following fields: "Server:" with the URL "https://view.grapevintexas.gov"; "User name:" with the text "Grapevine"; "Password:" with a masked password of ten dots; and "Domain:" with a dropdown menu showing "PD". At the bottom right, there are two buttons: "Login" and "Cancel". Arrows from the text above point to the "User name", "Password", and "Domain" fields.

**Double left click** your department icon



This will launch you into your work Virtual Desktop.