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| Manual for installing and configuring MyWorkspace **Windows** |
| You can access MyWorkspace using [myworkspace.wur.nl](http://myworkspace.wur.nl). Here, you can access the same files on your network drive (among others) as you normally would when you are logged in to a computer at Wageningen University & Research.It is useful to install the program VMware Horizon Client on the computer the first time you launch [myworkspace.wur.nl](http://myworkspace.wur.nl). This manual explains how you can install the VMware Horizon Client and how to launch MyWorkspace from a Windows computer.For more information, see: [www.intranet.wur.nl/myworkspace](http://www.intranet.wur.nl/myworkspace)  |
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Quick Start

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| Step 1 |  |
| Open a browser (e.g. Internet Explorer, Firefox) and type in the URL: myworkspace.wur.nl.Please enter your username and password for your WUR account. Click on “Sign in”. |  |

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| Step 2 |  |
| Select any desktop with a double click. Click on the link “Install the Horizon Client”. Then a new tab will open. |  |

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| Step 3 |  |
| Under VMware Horizon Client for Windows, click “Go to Downloads”. |  |

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| Step 4 |  |
| Select “Download” |  |

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| Step 5 |
| Open the downloaded file. Go through the installation process as indicated here. |
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| Step 6 | Step 7 | Step 8 |
| Select “Yes” to restart the computer.  | When the computer has been restarted, you can open the VMware Horizon Client via your desktop or the Start menu.  | Select “+ New Server”.  |
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| Step 9 | Step 10 | Step 11 |
| In the tekst box, fill in:**workspace.wur.nl**. Then select “Connect”. | Fill in your username and password for your WUR account. Select “Login” | Select the desktop you wish to use and launch it by double clicking on it. Now MyWorkspace will launch. Log in with your WUR username and password.  |
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For more information about MyWorkspace for Wageningen University & Research, visit [www.intranet.wur.nl/myworkspace](http://www.intranet.wur.nl/myworkspace).

Or contact the IT Service Desk: (0317-4)88888 / servicedesk.it@wur.nl