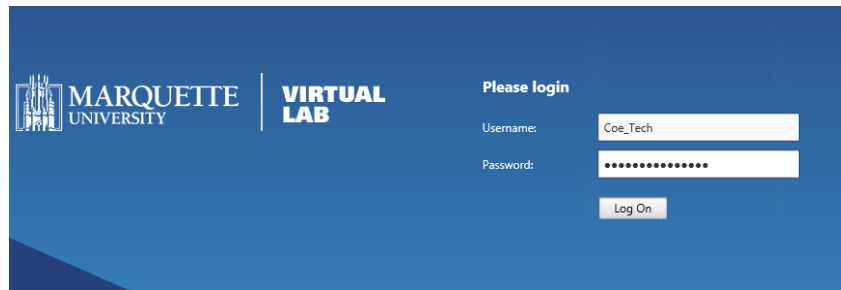
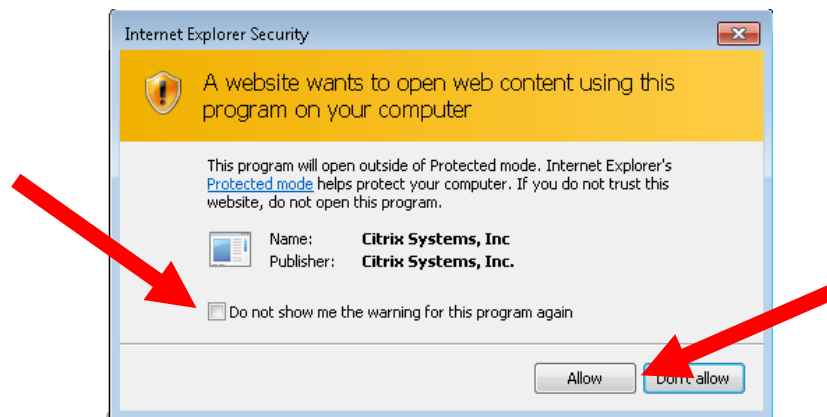


Marquette Virtual Computer Lab – Access

1. On your PC or Mac Internet browser, go to <https://vlab.mu.edu> and sign in using your eMarq credentials.



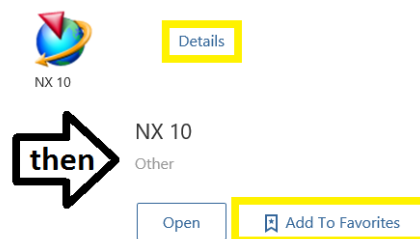
2. **Install** or **Allow** the Citrix Receiver app access to your hard drive for saving/uploading documents.



3. Select Apps from the Citrix Storefront to show applications available to you.

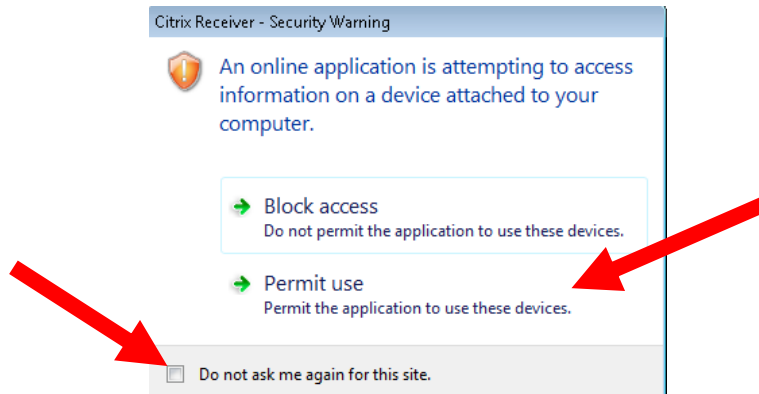


- a. Select the application you want to launch.
 - i. If you would like to add an application to your Favorites, click on **Details** next to your app of choice, then select **Add to Favorites**.

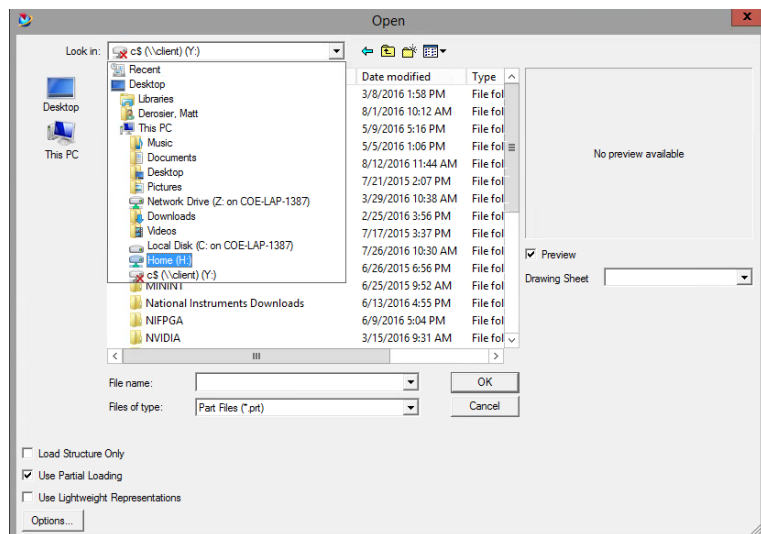


Please report any problems while using the Virtual Lab to DL-vLabReporting@marquette.edu

4. **Permit / Allow** access to your computer for printing, saving and uploading documents.



5. When working with the Virtual Lab, it is important to use the **Cloud Drive** when opening and saving part files.
- a. You can find the Cloud Drive using the **Open** or **Save as** dialogue in NX 10.
 - b. If you need to upload or download files to the **Cloud Drive**, you can use the following steps:
 - i. Under **Apps** on your Virtual Desktop, open **Cloud Drive and Local Computer**
 - 1. **Local Computer** will default to opening your Documents folder
 - 2. **Cloud Drive** will allow you to access files saved there.
 - ii. Once both windows are open, you will need to use these two windows to transfer files between your computer and your Cloud Drive.
6. On your virtual desktop, click the icon for your application of choice to launch it.
- a. It will open on your computer just like a normal application, with a few caveats:
 - i. In order to **open** a file, you will need to go to **File > Open** from within the application. That means you **will not** be able to double click a file on your computer to open it in the virtual lab.
 - ii. The first time **saving a new** file, you will need to do a couple extra steps:
 - 1. Go to **File > Save As**
 - 2. In the **Save As** window, click the dropdown menu next to **Save in:** and select the option that says **Cloud Drive H:**



- iii. **Printing** should work as normal (**File > Print**).

For technology assistance, please visit COE Technology Services in Engineering Hall room 254 or call 414-288-5140.

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