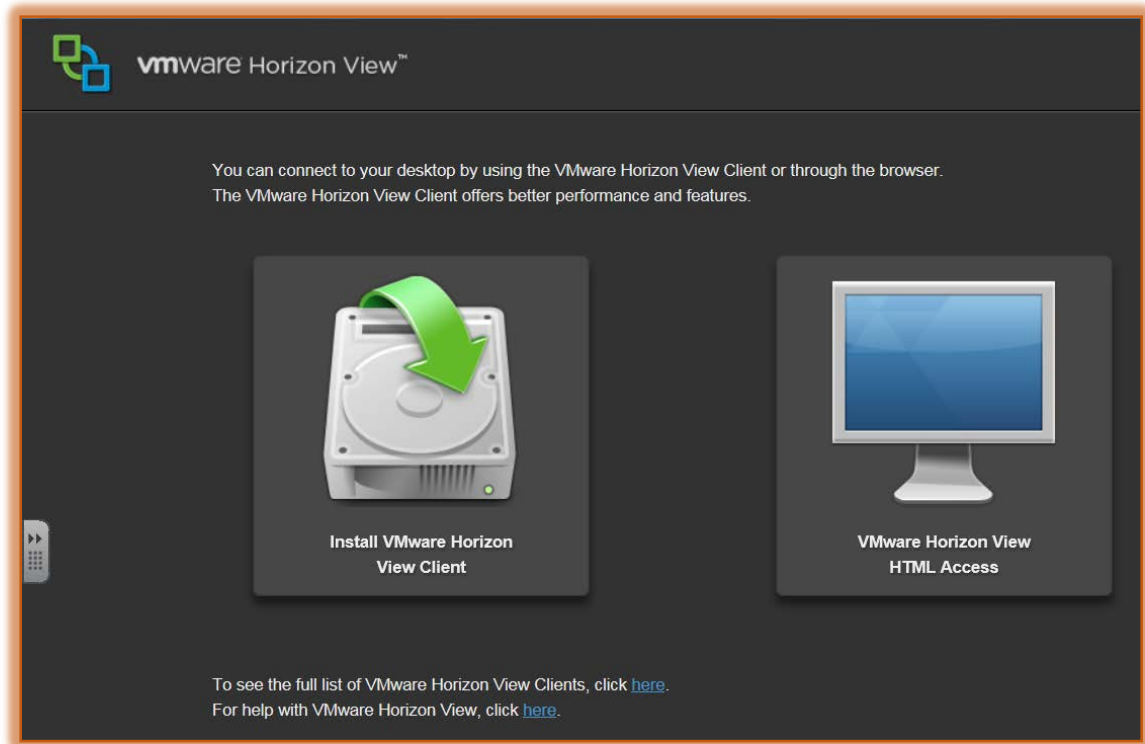


My Desktop (VMWare View)

This is a Web-based program that faculty can use to access any of the computer programs that are available to Siena faculty such as the Microsoft Office suite of programs as well as other programs. Documents are automatically saved to your Siena Network Folder so that you can access them when you come back to campus or at any location where you have Internet access. The link on the My Siena page allows you to install VMWare on your local computer. Once the program is installed, you can access it through the Start menu or through an icon on your desktop.

- ✦ Click the **My Desktop (VMWare View)** link in the **General** category under **My Tools**.
- ✦ The VMWare View window will display (see illustration below).



- ✦ Click the image on the left side of the window to install the program.
- ✦ Click the image on the right side of the window to access VMWare View from the Internet.
- ✦ For information on installing and working with VMWare view, go to the [Division of Information Technology FAQs](#) page. You can access this page by going to the Quick Links area on the My Siena page.