

EdUHK “Horizon Files” App User Guide for Android

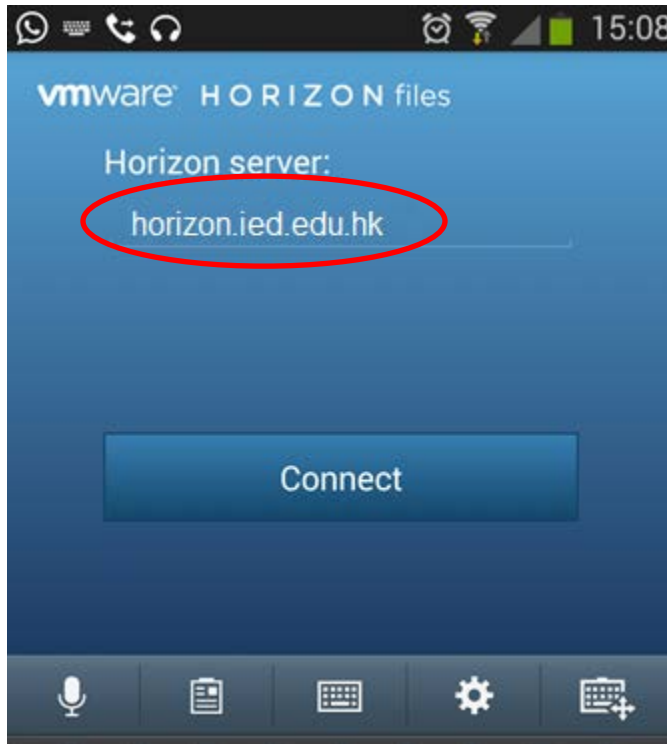
You can access your Horizon files from an Android device.

How to login Horizon Cloud Storage?

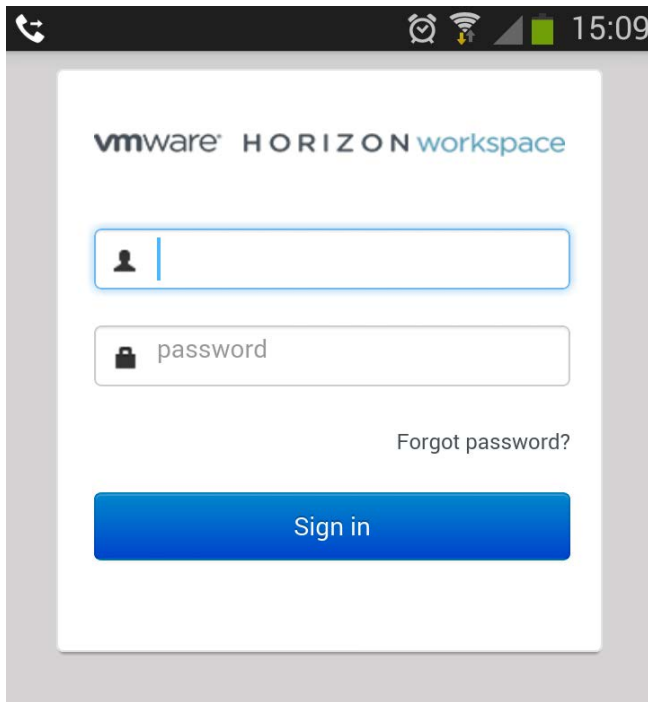
1. Please download “Horizon File” App from Google Play Store (<https://play.google.com/store/apps/details?id=com.vmware.horizon.android&hl=en>).
2. Tap on the icon to open the app.



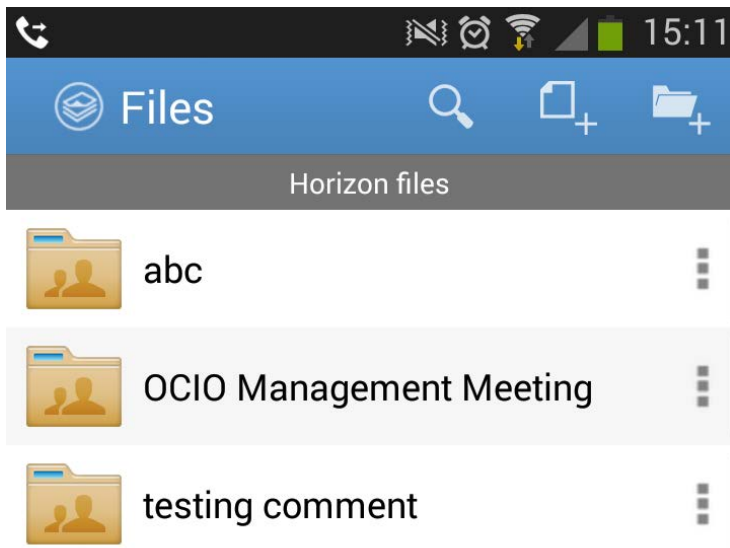
3. After downloading, enter the server name “**horizon.ied.edu.hk**” in the box provided and click **Connect**.



4. Enter your EdUHK username and password and click “Sign in”.



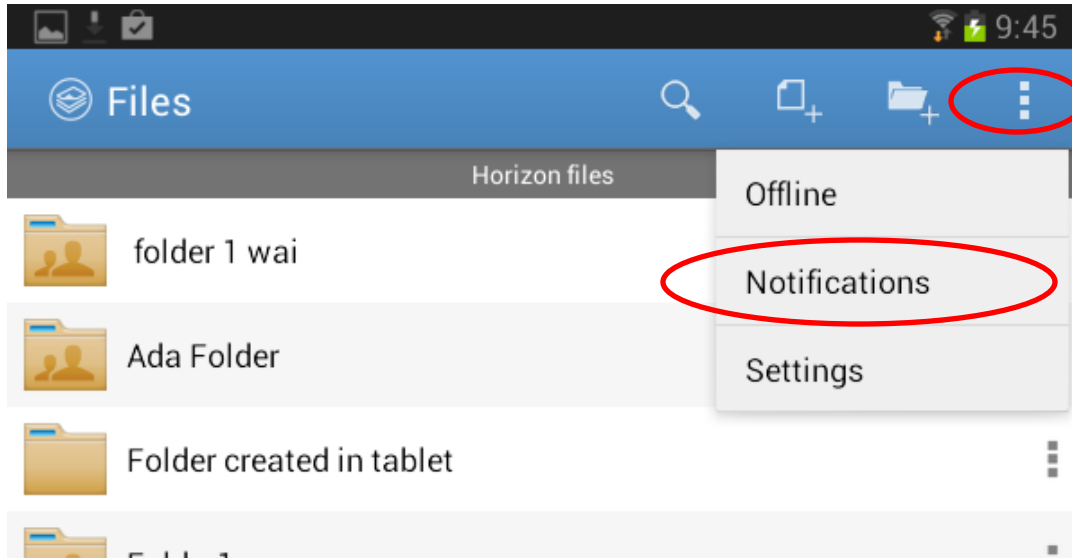
5. Now you can navigate your online files in “My Files” or any files you downloaded on your device in “Offline” folder.



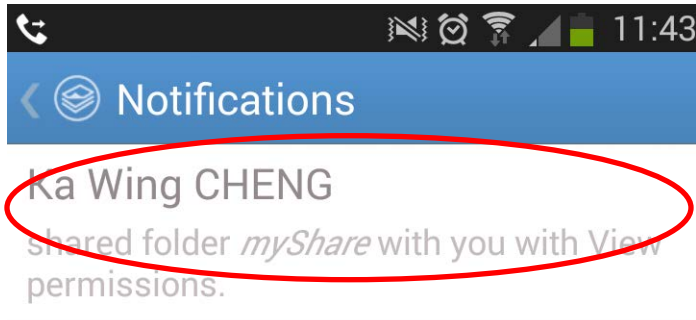
Accept an Invitation to Share a Folder

When you receive an invitation to share a folder, you are notified by an email and a notification appears on your device. After accepting the share, the newly shared folder displays in your Horizon Files page.

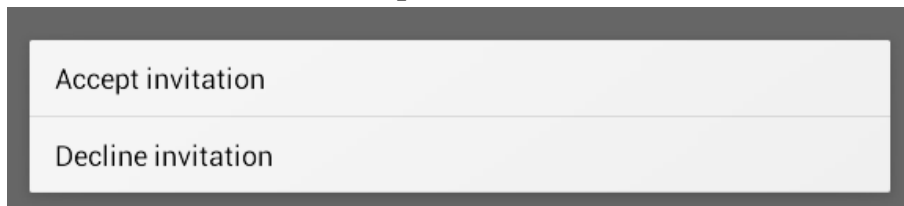
6. Tap the “menu” button of your android device and choose “Notification”.



7. Tap on the share invitation message.



8. You can select to either “**Accept**” or “**Decline**” the invitation.



9. If you choose to accept the invitation, the shared folder will be shown on your file list.

For more information about the operation, you can refer to the online help from the Horizon web portal.

- a. Open any browser (e.g. Internet Explorer, Firefox, Chrome or Safari) and go to <https://horizon.eduhk.hk>.
- b. Enter your EdUHK username and password and click “**Sign in**”.
- c. Click on your name to invoke the pull down menu.
- d. Choose “Help”.

