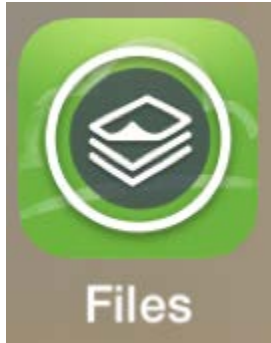


EdUHK “Horizon Files” App User Guide for iOS

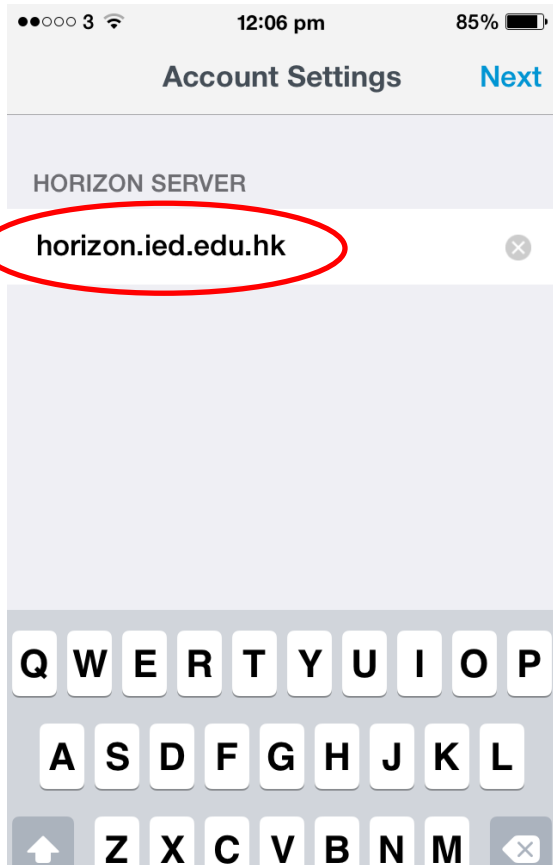
You can access your Horizon files from an iOS device.

How to login Horizon Cloud Storage?

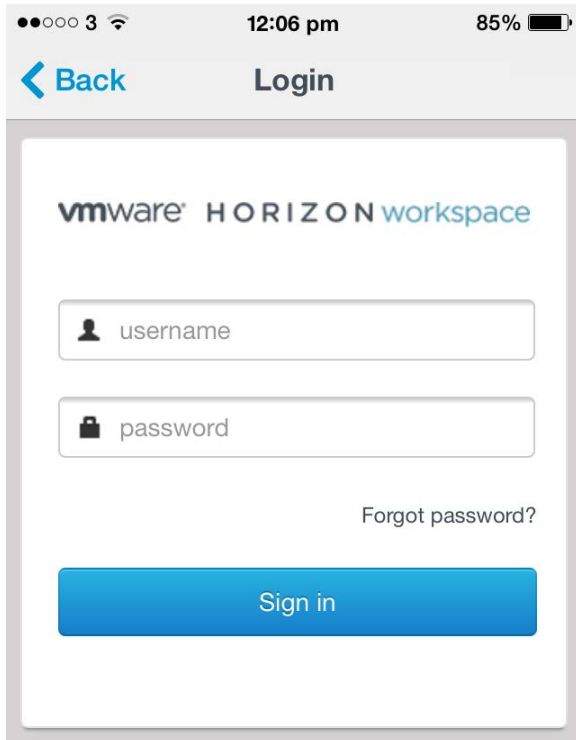
1. Please download “**Horizon File**” App from iTunes App Store (<https://itunes.apple.com/hk/app/vmware-horizon-files/id623397102?mt=8>). (Note: "Horizon File" app is no longer available from the app store.)
2. Tap on the icon to open the app.



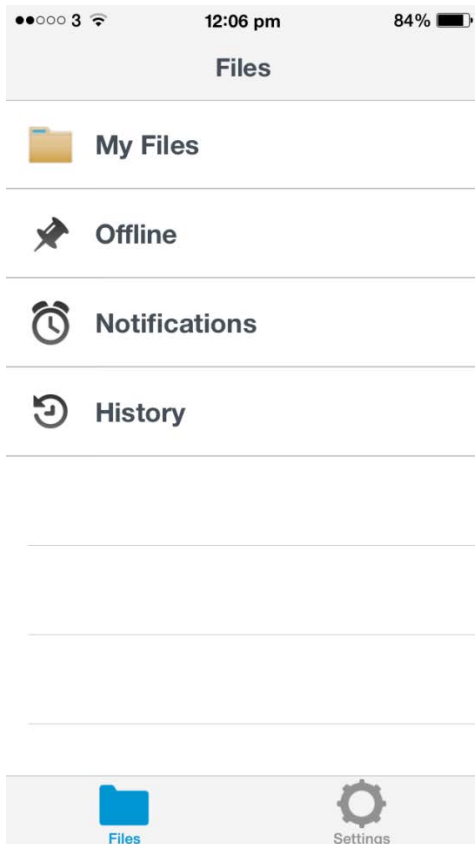
3. After downloading, enter the server name “**horizon.ied.edu.hk**” in the box provided and click **Next**.



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



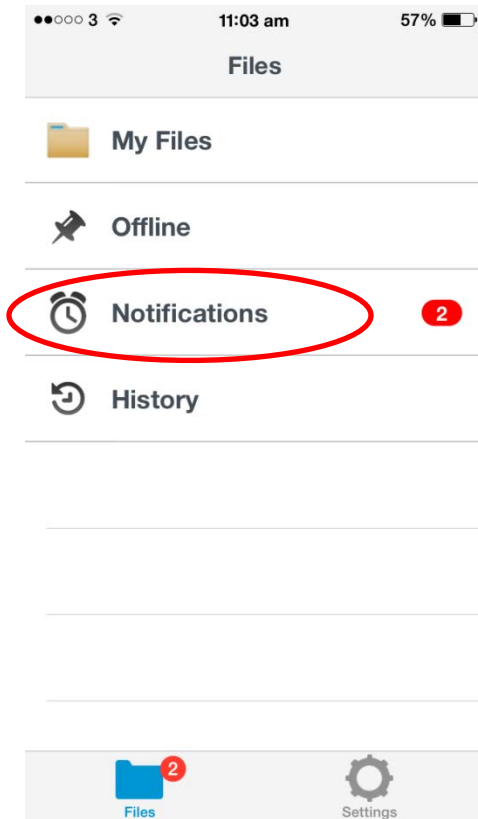
5. Now you can navigate your online files in “**My Files**” or any files you downloaded on your device in “**Offline**” folder.



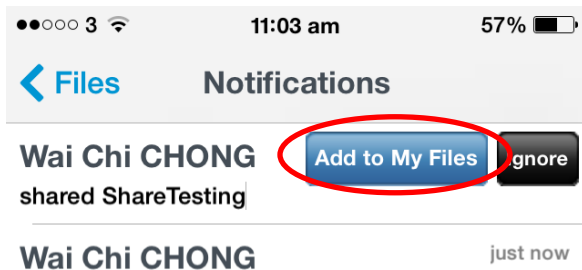
Accept an Invitation to Share a Folder

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.

- From the menu, choose “**Notifications**” with a notification indicator.



- You can select to either accept or ignore the invitation. Click “**Add to My Files**” to accept the sharing.



- Then the newly accepted 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”.

