



McINTIRE SCHOOL of COMMERCE

McIntire Help Desk
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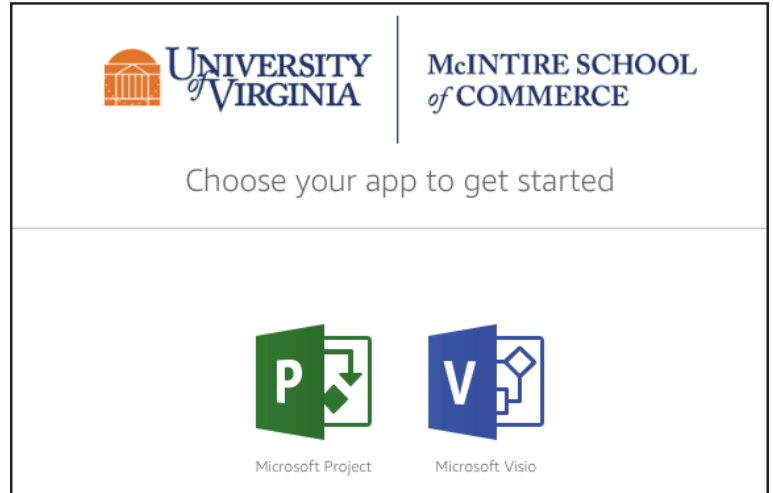
Using McIntire's VirtualApps

Getting Started

Open a browser on your device, and go to commerce.virginia.edu/virtualapps

Log in with your McIntire "CommBadge" username and password (the same credentials you use for Blackboard).

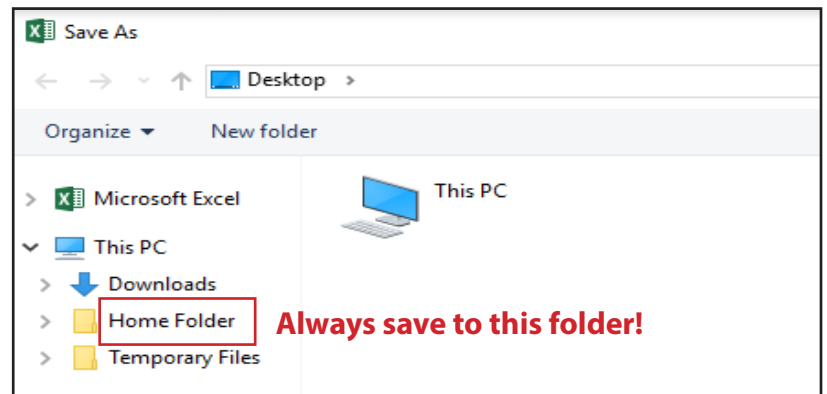
The catalog screen will list the applications available to you (Project and Visio). To launch one, click its icon.



Working with Files

Always save your files into the **Home Folder**, found in the left sidebar.

You can then move files between the Home Folder and your computer using the "My Files" icon (see the next page for details).



The VirtualApps Toolbar

The toolbar at the top left of the VirtualApps window provides several useful functions:

Catalog **Toggle Windows** **My Files** **Copy and Paste** **Settings** **Fullscreen**

