

Delta - Two Step Verification Enrollment- Remote Access

Enrollment can be done from a HCA computer at the facility or through our VDI remote connection.

These instructions walk you through enrolling through VDI-Remote access.

1. Log into the <https://delta.vdi.medcity.net> remote access site.

The screenshot shows the 'Welcome to the HCA Identity Federation Portal'. It features a 'User ID' input field and a 'Password' input field, both outlined in grey. Below these fields is a dark blue 'Sign In' button. Underneath the input fields is a section titled 'By proceeding further I accept the following:' followed by a detailed legal disclaimer. At the bottom left is a link 'Forgot your password?' and a note about password reset via mobile number. The bottom right corner displays the text 'External Authentication Portal 4.1.0.1 NA02 04/06/2017 07:27 PM UTC'.

The screenshot shows the same portal page, but the 'Sign In' button has been replaced by the text 'Analyzing...'. The bottom right corner still shows the timestamp 'External Authentication Portal 4.1.0.1 NA02 04/06/2017 07:30 PM UTC'.

2. Select the method of how you would like to receive the PIN by clicking the desired option.



2 Step Verification ?

Choose a delivery method:

- Call me at (***) ***-77. >
- Text me at (***) ***-80. >
- Call me at (***) ***-80. >
- Email me at *****@gmail.com. >
- Push a notification to Ethan's iPhone. >

External Authentication Portal 4.1.0.1 NA02 04/06/2017 07:35 PM UTC

Passcode sent to text or email.

Enter code in 2 step verification field.

Check the box “Don’t ask again on this device” for the system to remember this device. You shouldn’t have to enter a pin the next time. If you log in from a different computer/new device, you will need to do the same steps on that computer.



2 Step Verification ?

A passcode was delivered to (***) ***-80. Enter it below to continue.

Don't ask again on this device. ?

Submit

[Get a new passcode.](#)

Your passcode expired. Select an option below to get a new passcode. 10 mins.

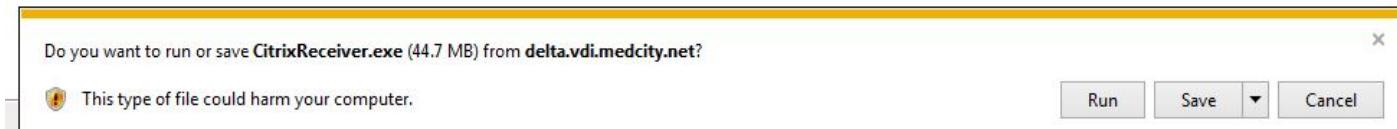
Wrong code entered 3 times= invalid passcode. Required to get a new passcode

3. On the Citrix Storefront page, select HCA certified Windows Citrix Receiver. This will download the latest Citrix Receiver component.



Delta Remote Access - LA

4. Select run to begin the instillation



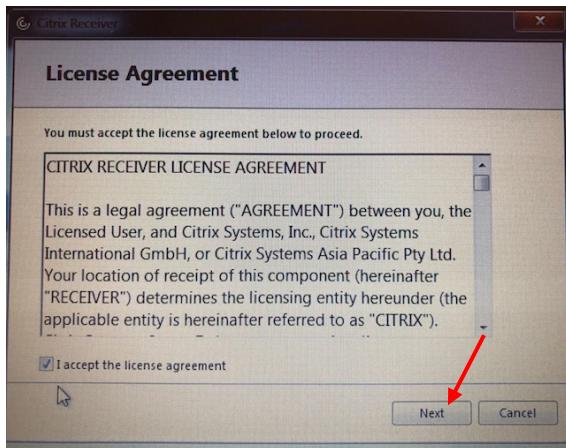
5. Click yes to allow the program to make changes



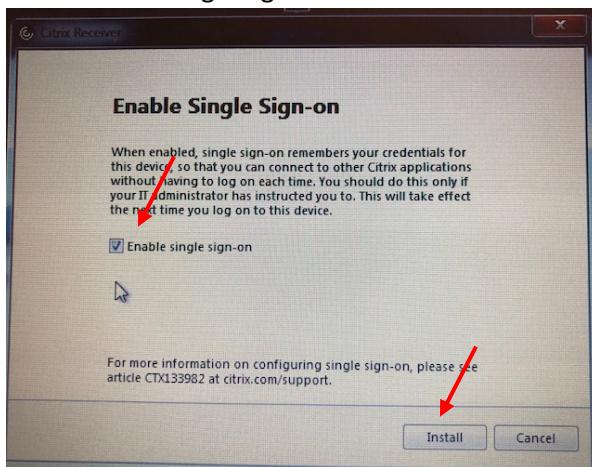
6. Click start to install the Citrix Receiver



7. Click "I accept the license agreement and then click next



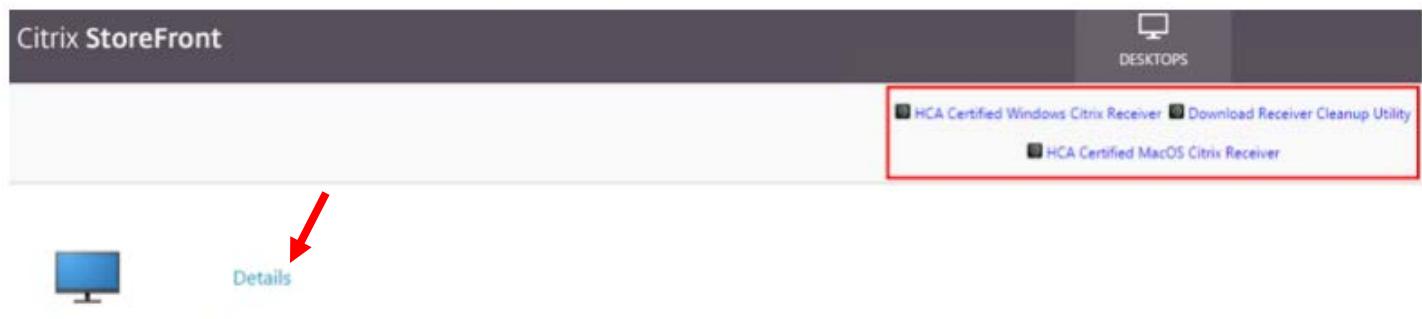
8. Click "enable single sign on" and click install



9. Click Finish to complete the Citrix instillation



Once the Citrix Receiver is downloaded/installed, click the blue computer Delta Remote Desktop icon.



VDI for Windows

Tips on Creating, Editing Bookmarks and shortcuts

Chrome – How to Create and Rename a Bookmark

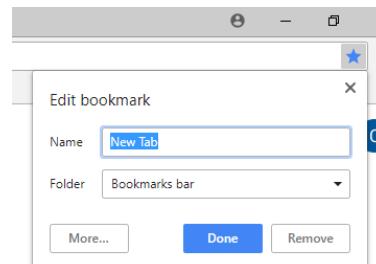
Once you have opened Chrome and entered the correct address, select the three vertical dots.



On the drop down list, select “Bookmarks” and then “Bookmark This Page...”

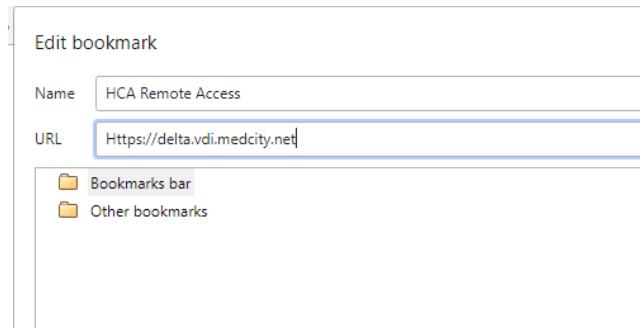


The “Edit bookmark window will appear, which will allow you to name the bookmark and select where the bookmark will appear. Once you have named the bookmark select “More...” at the bottom of this window



A larger Edit window will open which will allow you to make changes to the URL. At this point, you will want to erase what is in the URL line and input the correct URL.

-Delta: <https://delta.vdi.medcity.net>



Once the correct URL has been added, select “Save” at the bottom of the editing window

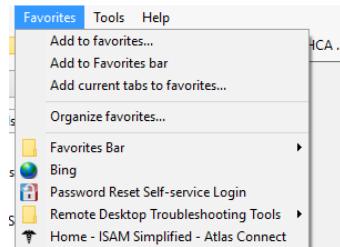
VDI for Windows

Tips on Creating, Editing Bookmarks and shortcuts

Internet Explorer – How to Create and Rename a Bookmark

Once you have opened Internet Explorer and entered the correct address, select “Favorites” in the toolbar.

On the drop down you will select “Add to favorites...” or “Add to favorites bar” depending on your personal preference

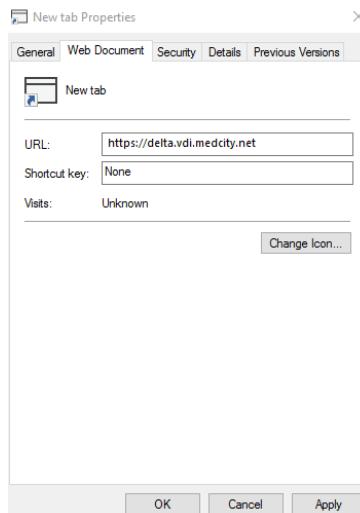


Locate the newly added favorite on either your favorites list or bar and right click

Select Properties

On the pop up window you will clear out the URL and input the correct URL

-Delta: <https://delta.vdi.medcity.net>



Select “OK”

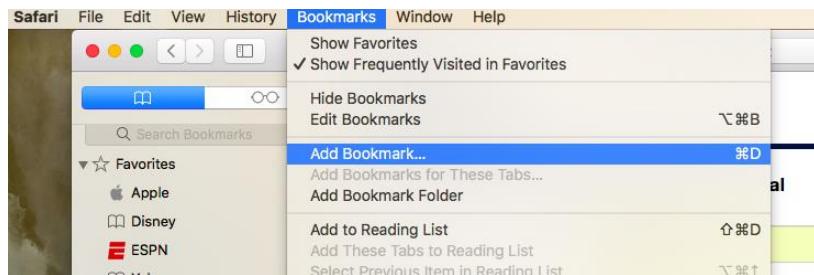
You can also rename the favorite by right clicking and selecting “rename”.

VDI for MAC

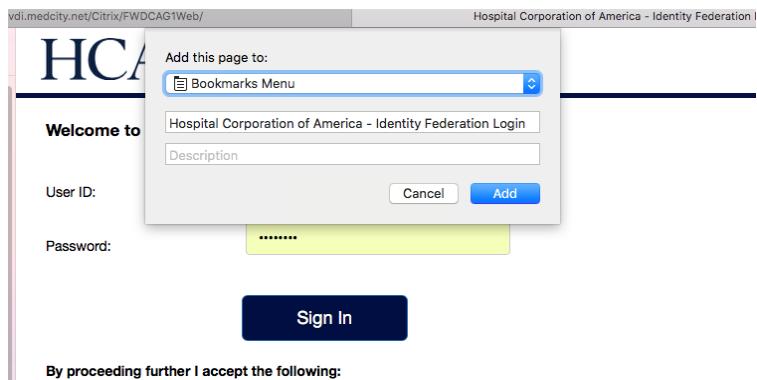
A few tips on Creating, Editing Bookmarks and shortcuts

Safari – How to Create and Rename a Bookmark

Once you have opened Safari and entered the correct address. From the application menu select Bookmarks and then Add Bookmark



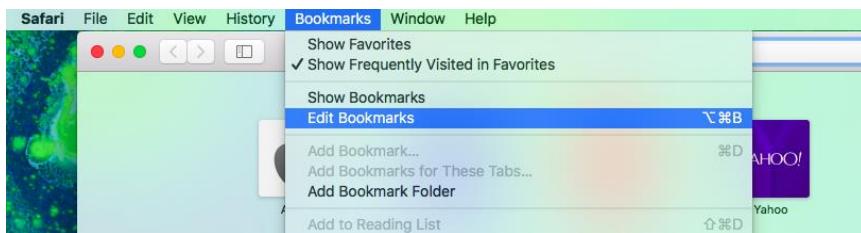
After selecting Add Bookmark you will see...



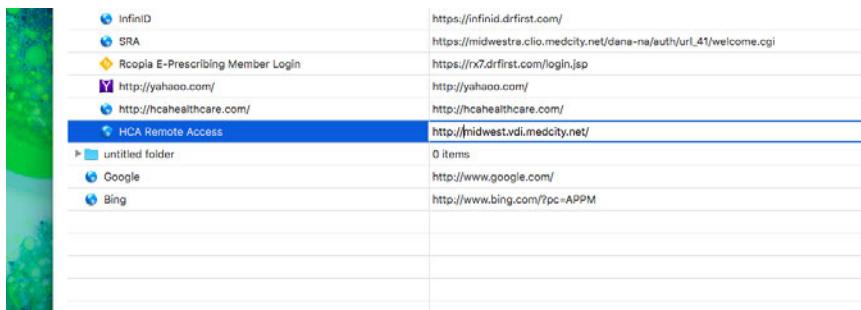
Note: The box above is where you can rename the bookmark in the second box I use "HCA Remote Access" Renaming is not necessary just makes it easier to recognize for the end user.

Once you've gotten your bookmark created, you will need to make sure the address/link is correct so that you don't get the "page expired error" when trying to access the bookmark or shortcut on later occasions. The below steps explains how to edit the address on a bookmark.

From the Application menu select bookmarks then select edit bookmarks as shown below



Once selected you will see the page below



Select the bookmark name of HCA Remote Access (if that's what named it).

To edit the address just click and hold on the address for a few seconds and release, that will allow you to be in an edit window to change the address to the proper Remote address:

KSA: <https://midwest.vdi.medcity.net>

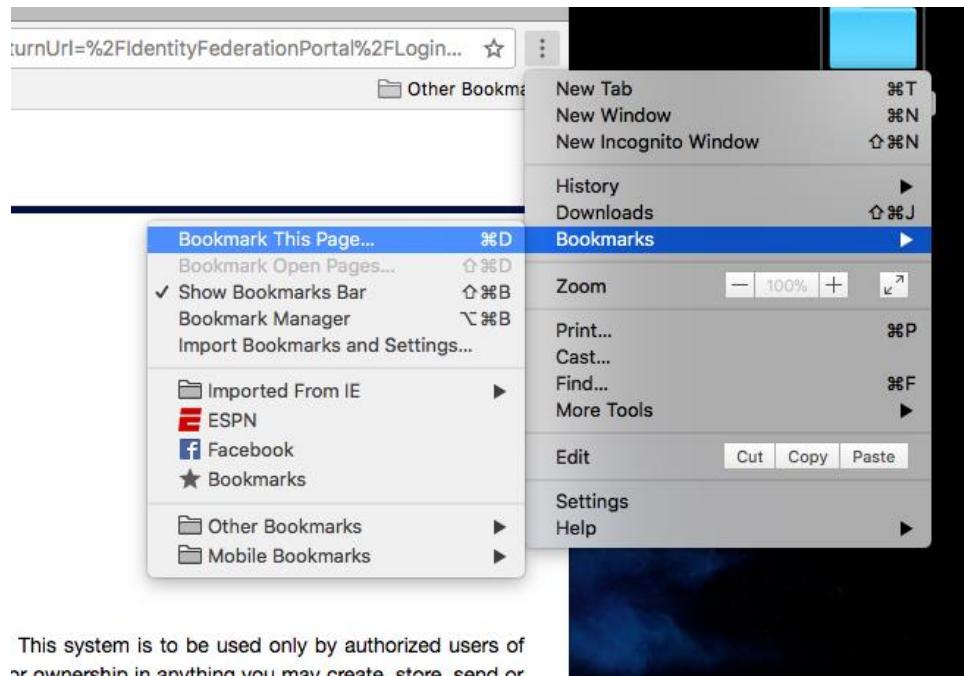
Delta: <https://delta.vdi.medcity.net>

Again, it's important to change the address on the bookmark once you've saved it. This ensures that the link ALWAYS goes initially to the correct page.

While in the Bookmarks window, if you want after you've edited the bookmark you can now just drag that bookmark onto the desktop.

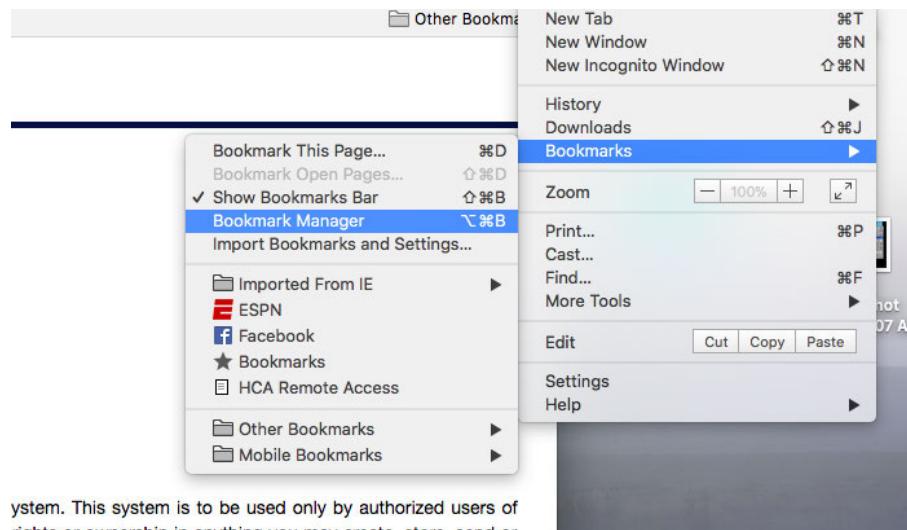
Chrome – How to Create and Rename a Bookmark

Once you have opened Chrome and entered the correct address. From the application menu select Bookmarks and Bookmark This Page as shown below.



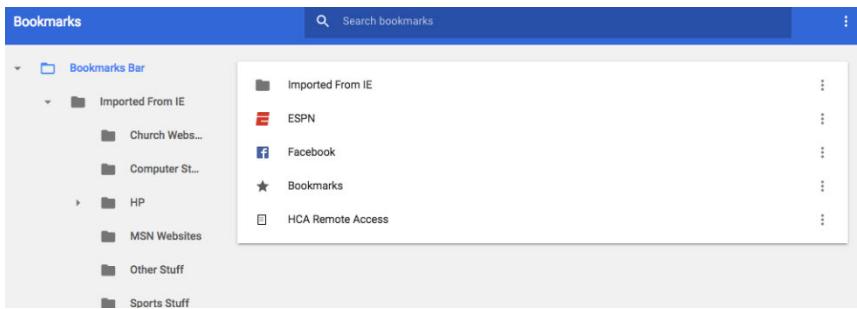
This system is to be used only by authorized users of
or ownership in anything you may create. store. send or

From the Application menu select bookmarks then Bookmark Manager as shown below



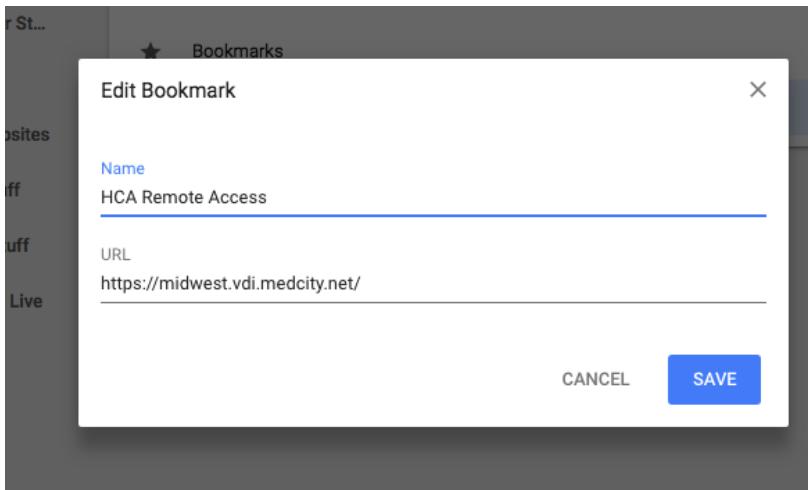
ystem. This system is to be used only by authorized users of
rights or ownership in anything you may create. store. send or

You will then see the image below



Click on the menu button that is at the end of the bookmark you want to edit. The option to Edit, Copy Url, Delete.

Select Edit, once you select it you will see

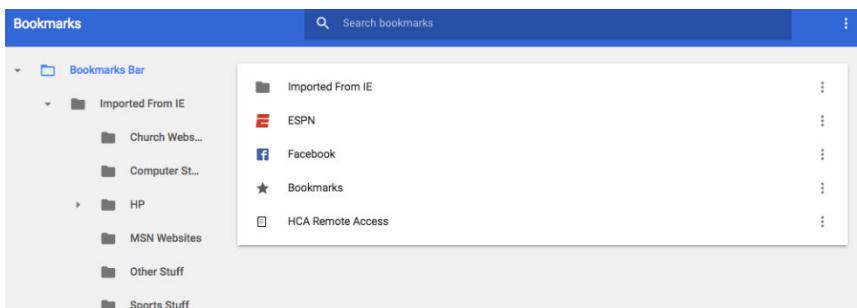


You will then have to edit the URL to either:

KSA: <https://midwest.vdi.medcity.net>

Delta: <https://delta.vdi.medcity.net>

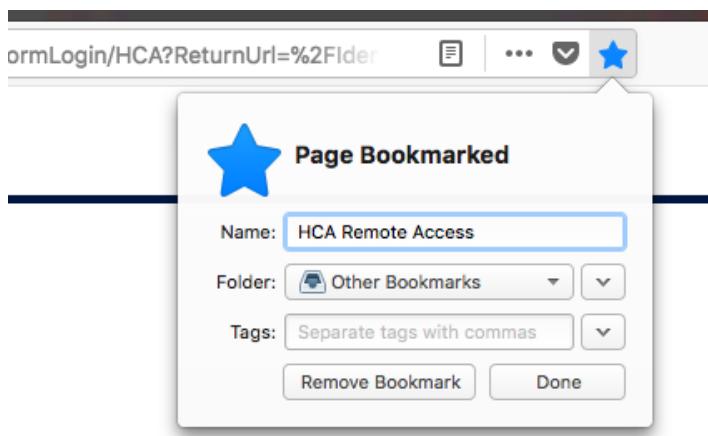
Click Save, and you will be at the page below



If you want to save as a desktop shortcut, select the bookmark from the page above and just drag and drop to the desktop.

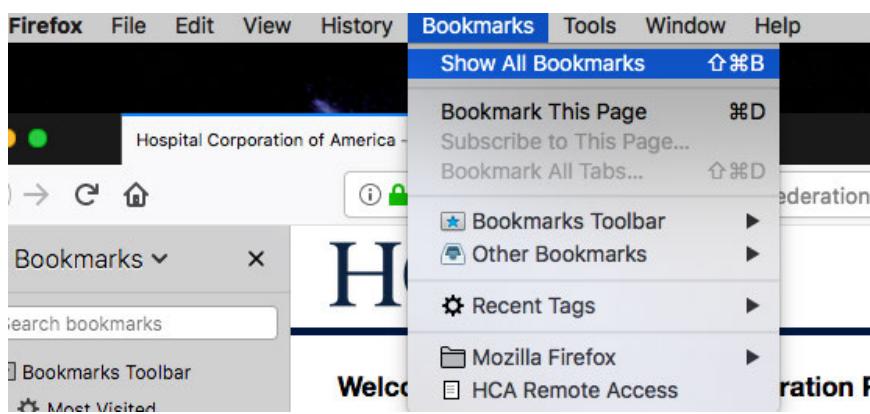
Firefox – How to Create and Rename a Bookmark

Once you have opened Firefox and entered the correct address. At the end of the address line just click on the star to add Bookmark.

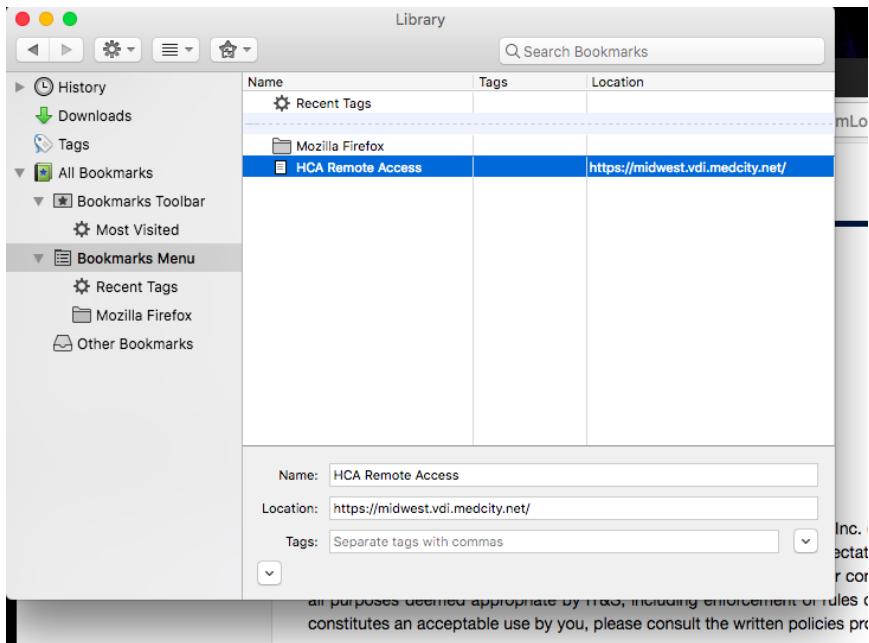


Click done once the Bookmark name is edited. You can now edit the link.

To edit the URL/Link click on the Bookmarks menu and select Show All Bookmarks



Once you've done this you will now see.



Select your bookmark and then it will allow you to edit the URL (Location) enter:

KSA: <https://midwest.vdi.medcity.net>

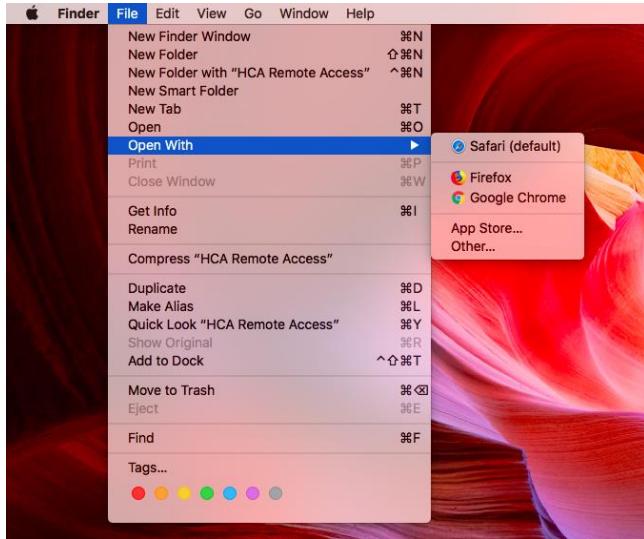
Delta: <https://delta.vdi.medcity.net>

Close window.

And to save this bookmark to the desktop just click on the bookmark (the highlighted line) and drag it to the desktop.

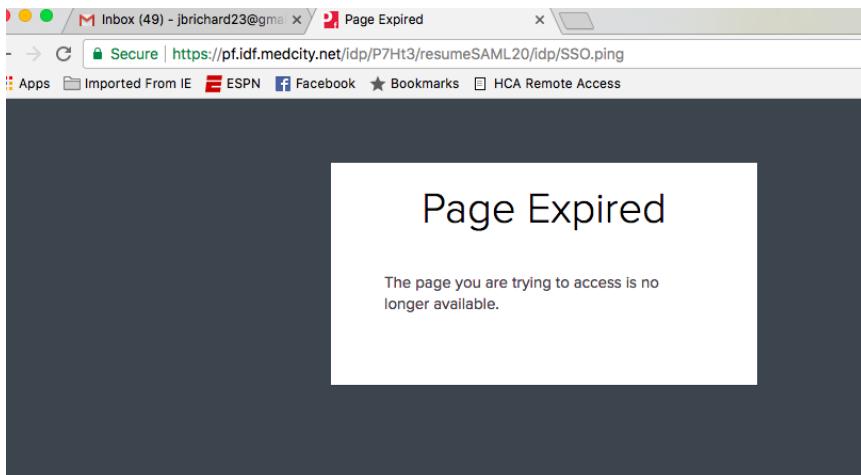
A few quick things that've learned in this process. If you created the bookmark and edited the URL in Safari and save it to the desktop it will work in all three browsers.

Click once on the shortcut on the desktop. From the file menu (within Finder) select open with and you will see

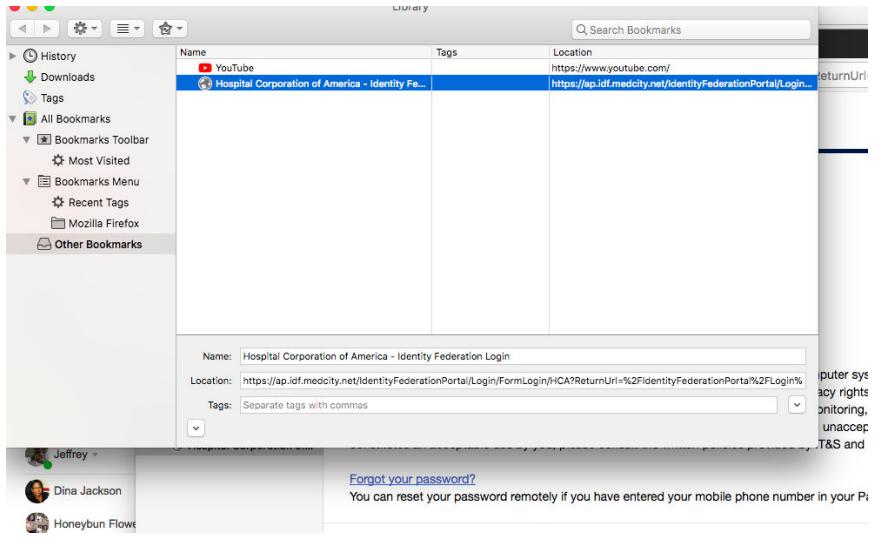


Select the Appropriate application/Browser you want to use, and it should work.

Also, make sure whichever browser you use MAKE SURE TO EDIT THE URL AFTER SAVING THE BOOKMARK. For some reason the save bookmarks/desktop links are only valid for that session and you will get an error like:



When looking at the actual address in the bookmark it looks like this:



Notice the Location URL I've noticed that parts of it change every time you access VDI which in turn makes that saved URL invalid/Expired.