AppsAnywhere®

User Guide and FAQs

Here are some of the common questions we get asked about MyApps from other users.
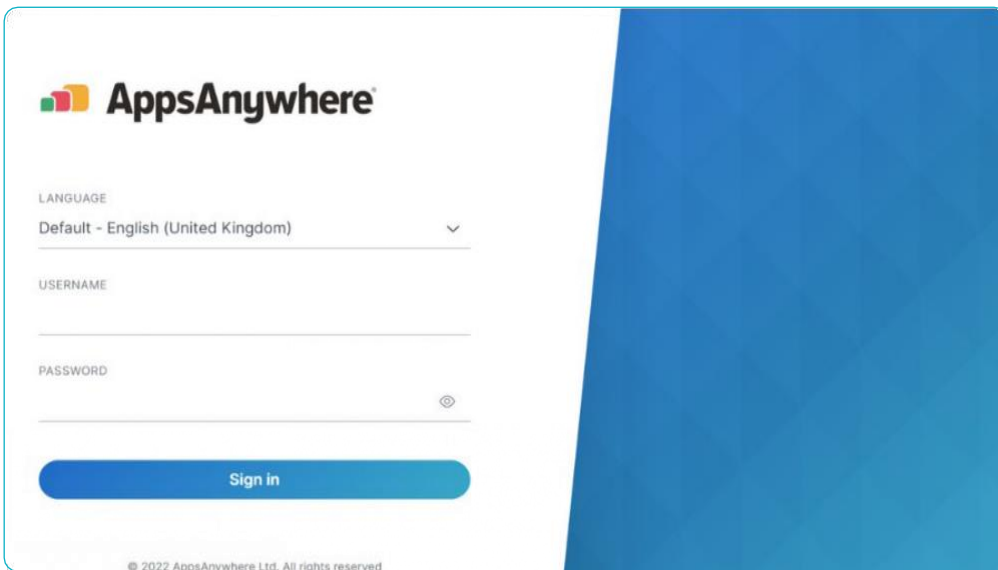
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Getting started

1. To use MyApps you can either use your own device or a College provided PC/Laptop

2. Open MyApps webpage using any browser

- If you are using a college PC, AppsAnywhere may open automatically when you log in.

- If you exit and need it later, AppsAnywhere adds a shortcut.

3. Login to MyApps with your college login details

- If using a personal computer, you may be prompted to install the 'AppsAnywhere Client'. This is needed to launch the applications.
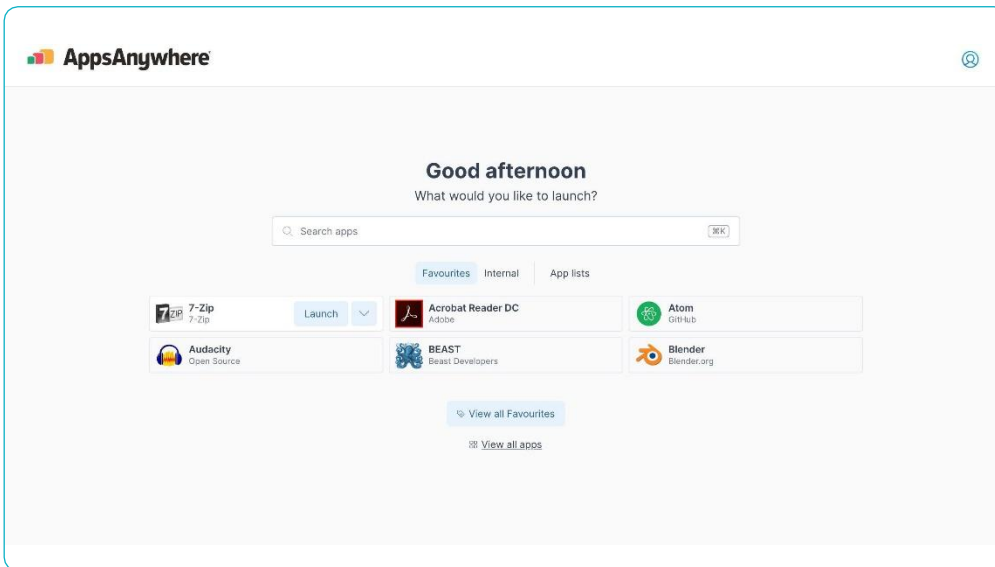
AppsAnywhere

LANGUAGE
Default - English (United Kingdom)

USERNAME

PASSWORD

Sign in

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4. Search for the software you want to use

• Use the search to find the app you want to launch, browse the App Collections, or view all apps in the App Grid.

• Click on an app icon to see a description and availability information.

5. Click the launch button to start an app

• If prompted click Open to confirm that you want to start the application.

• Apps may take a few minutes to load when you use them for the first time.
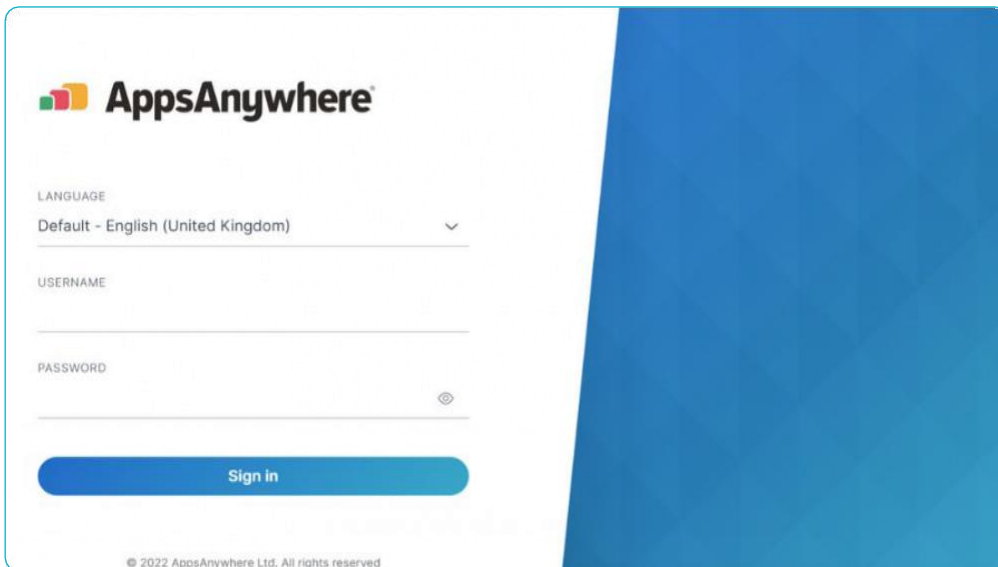
Using MyApps in the classroom

1. To use MyApps you can either use your own device or a College PC/Laptop

2. Open MyApps webpage using any browser

• When using a College PC/Laptop, AppsAnywhere may open automatically when you log in.

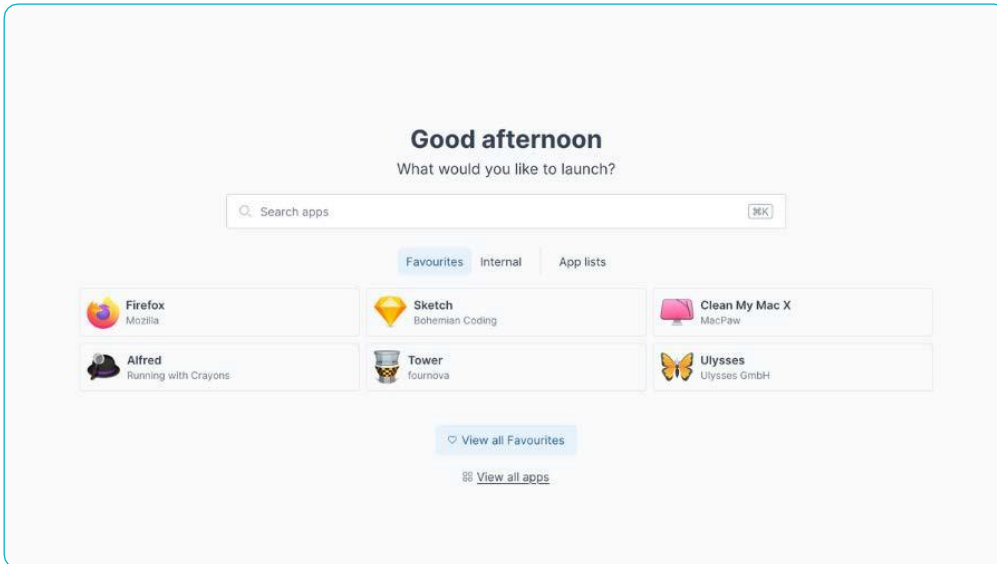• If you exit and need it later, you'll find a shortcut on the desktop or in the Start Menu.

3. Login to MyApps with your College login details
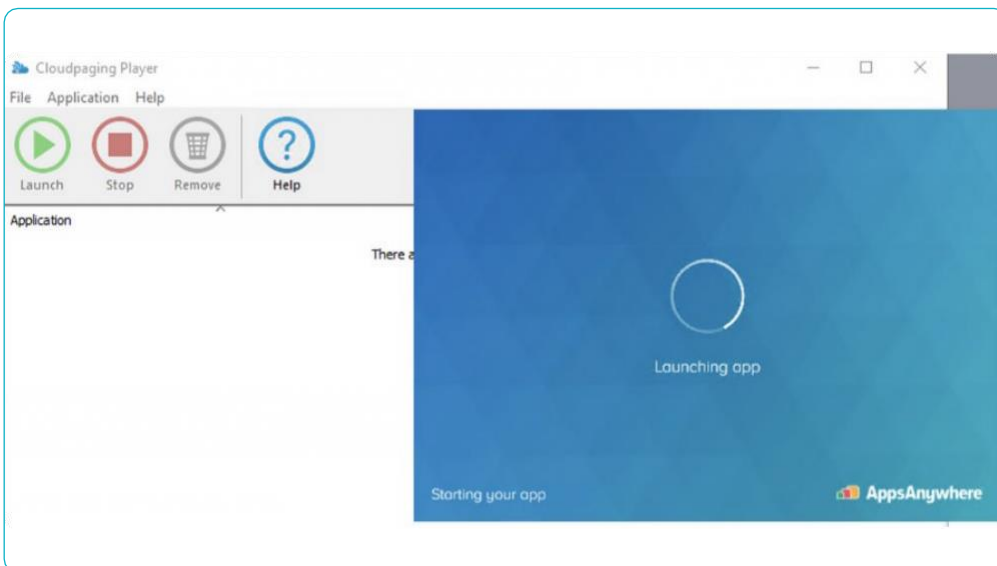

4. Search for the software you want to use

• Scroll the page or use the search bar at the top of the screen to find apps.
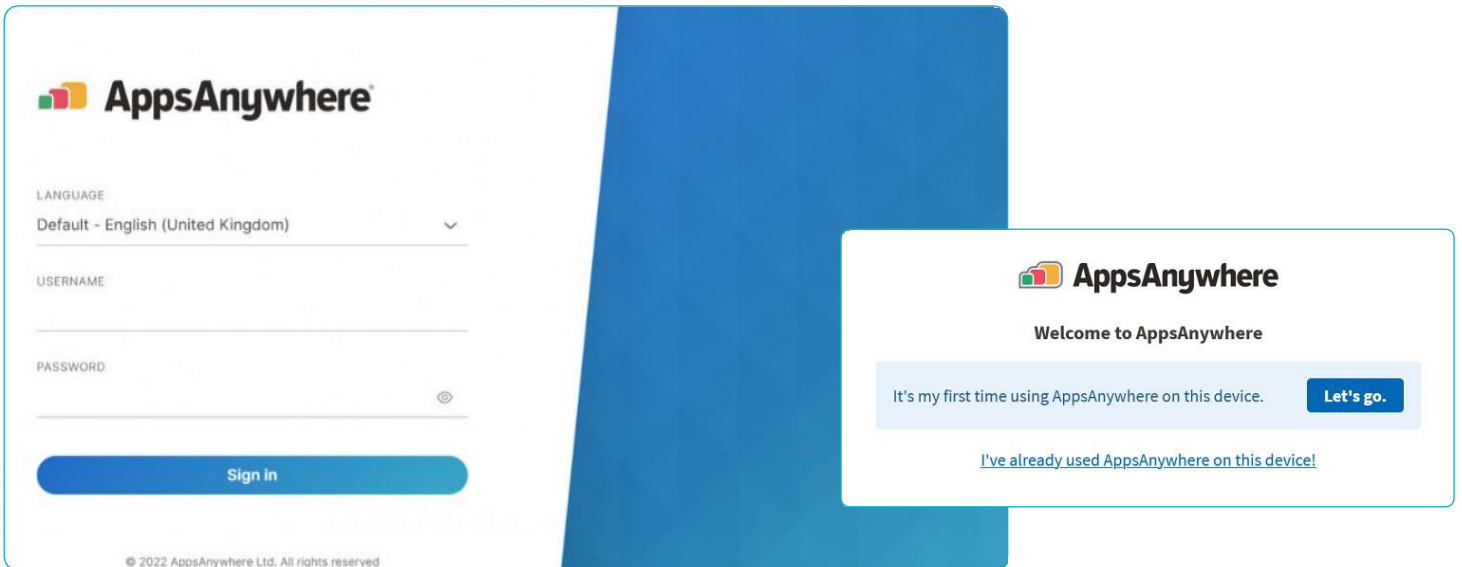
5. Click Launch to start an app

6. Cloudpaging Player will open to load your app

• It may take a few minutes to load if this app has not been used before.

• You can close Cloudpaging Player if you like, your app will launch automatically once it is ready.

Installing AppsAnywhere
on a personal computer

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1. Ensure you are using a computer running college supported operating system

2. Follow this link to access MyApps webpage using any browser

3. Login to MyApps with your College login details

4. If prompted to accept the license agreement click 'Accept', Then click 'Let's go'

5. Download the AppsAnywhere setup installer

• If the download does not start automatically use the 'click here' option.

• If prompted choose to run or save the file.

6. Run the AppsAnywhere setup installer

• Once the download is complete, run the downloaded file to setup AppsAnywhere.

• Click next in the installer to continue the installation process.

7. Wait for AppsAnywhere to install Cloudpaging Player

• AppsAnywhere will install Cloudpaging player on your computer automatically.

• You must wait for AppsAnywhere to finish before you can continue.

• If prompted to restart your computer, you will need to restart before AppsAnywhere will work.

8. Return to your College MyApps login page

• If you restarted your computer, log in again as demonstrated in step 3.

• The link for your Algonquin College AppsAnywhere login page can be found here: MyApps.

## 9. Search for the software you want to use

• Scroll the page or use the search bar at the top of the screen to find apps

10. Click Launch to start an app
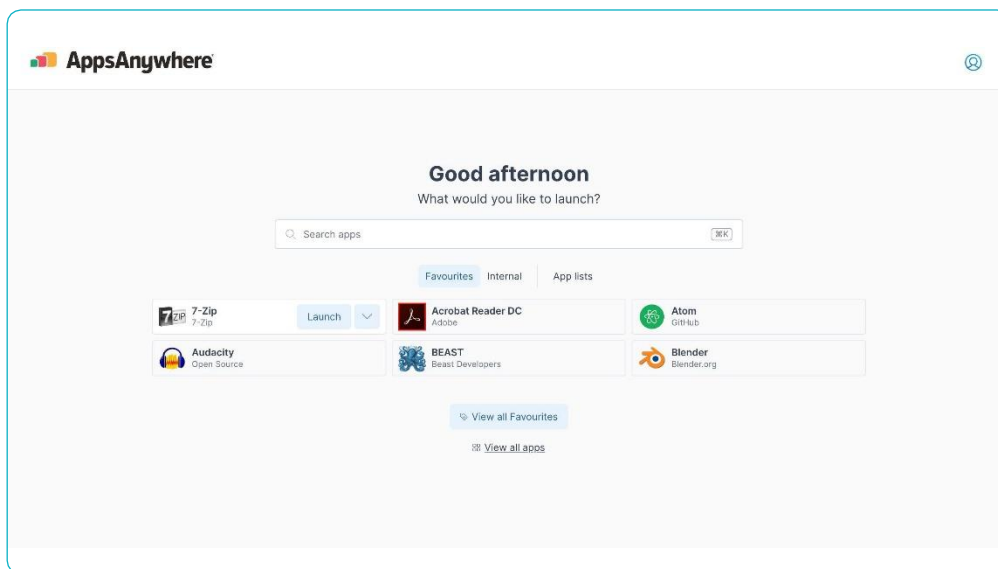
11. Cloudpaging Player will open to load your app

• The first time you use an app it may take a few minutes to download on your computer.

• You can close Cloudpaging Player if you like, your app will launch automatically once it is ready.
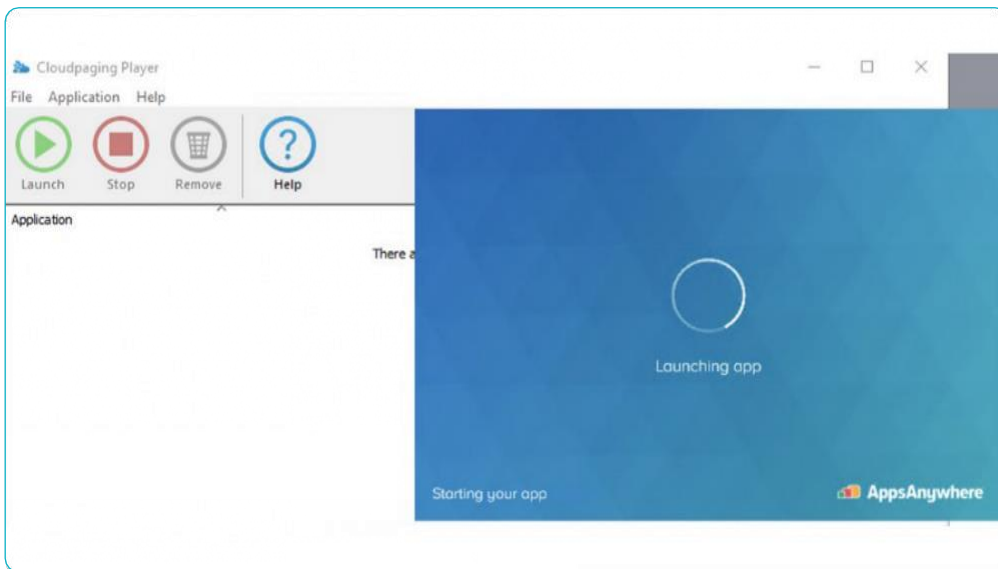
12. Launch apps again from your Start Menu

• Apps that you launch from AppsAnywhere will also appear on your start menu, even after reboot.

What is Cloudpaging player?

'Cloudpaging' is a technology that enables apps to run on any Windows computer, without the need to fully download or install them. Cloudpaging Player is needed to launch these applications from AppsAnywhere.

Each 'Cloudpaging' app runs locally on your computer. They appear on the Start Menu and work the same as installed apps.

Cloudpaging Player will load automatically each time you start your computer, so any apps you have launched from AppsAnywhere can be used again. You will see the Cloudpaging Player icon in the Windows taskbar (a small blue cloud).

Can you save work locally in MyAppsA?

Many apps that use Cloudpaging Player will continue to work offline for set a number of days.
These apps are fully downloaded automatically, whilst you are using them.

If an app freezes or is 'Not Responding' when you lose your internet connection don't worry!
Simply connect to the internet again and the app will continue to work as before.

You can check if your apps will be available offline by using the 'Work Offline' option in Cloudpaging Player. However, there is no need to enable this option in advance. If you lose your internet connection, the 'Work Offline' option is enabled automatically.

1. Check if an app is available offline in Cloudpaging Player

• Search for Cloudpaging Player and open it from you start menu

• Or double-click on the icon (a small blue cloud) in the Windows Taskbar

## 2. Click on the 'File' menu, then click 'Work Offline'
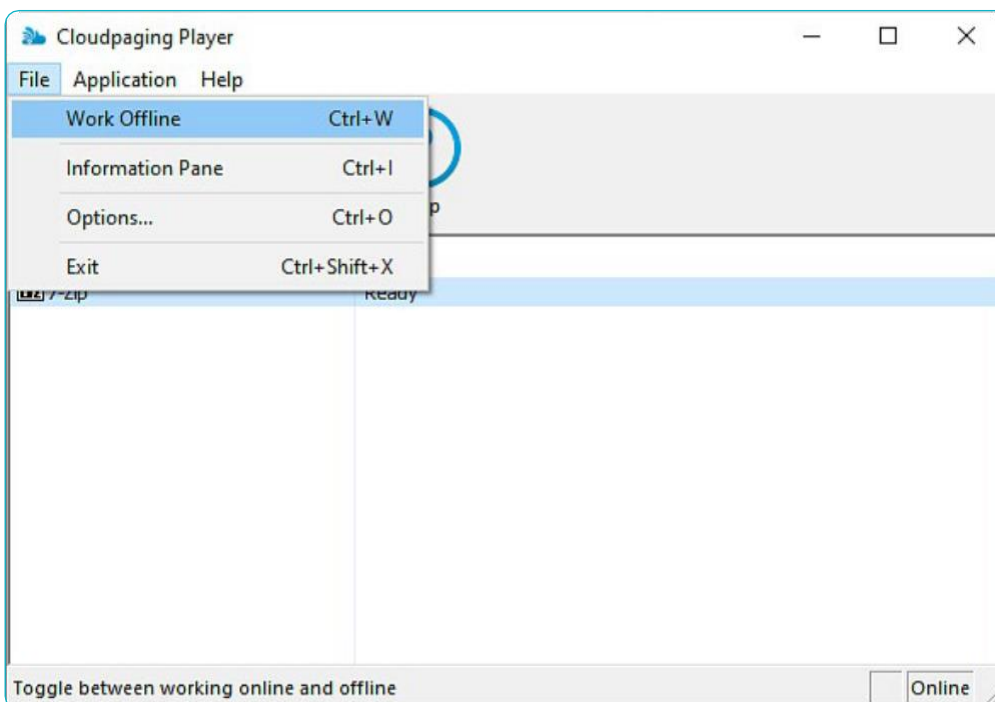
3. See applications that are not available for offline use

• Cloudpaging Player will alert you if you have any apps that are not available offline.

• You should always click 'No' as there is no need to enable this setting. Working offline is automatic.

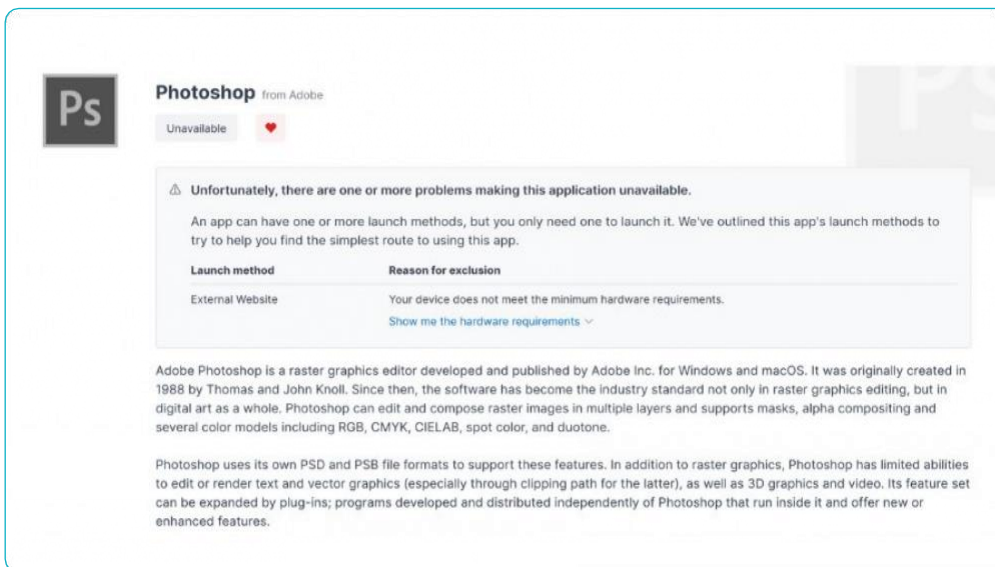## 4. View how many days are remaining for offline apps

• Click on the app in Cloudpaging player.

• Click on the 'File Menu, then click 'Information Pane'.

• Apps that are not available for offline use will show 'Offline Remaining Time' as 'None'.
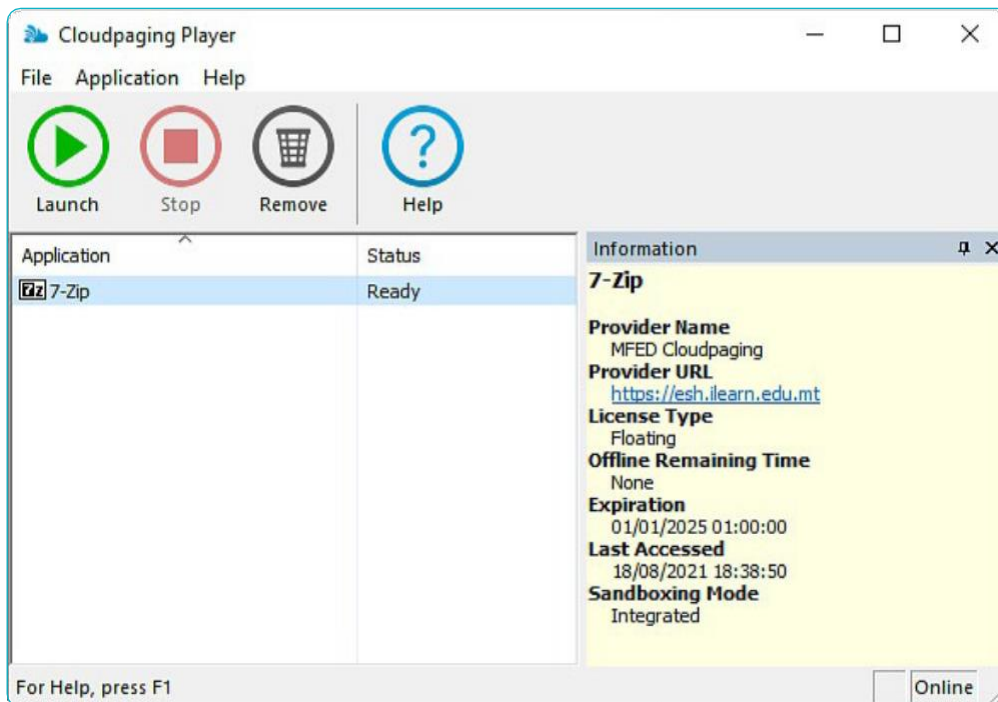
Why are some apps available but others not?

When using AppsAnywhere in different locations or on different computers, you may find that some apps are 'unavailable'. This is due to software license restrictions. For example, some apps are only available to use on College computers, or for a specific groups.

Information on availability is viewable by clicking on the icon of your chosen application.

What if I have an issue or an app is missing from MyApps?

- **T**o report an issue with AppsAnywhere please contact ITS Client Care Support team by email: 5555@algonquincollege.com or phone 613-727-4723 x5555.

What happens if I uninstall the AppsAnywhere client or Cloudpaging player?

If you uninstall the AppsAnywhere Client, you will need to install it again before you can use AppsAnywhere. If you uninstall Cloudpaging Player, any AppsAnywhere apps you have used will also disappear from your computer.

The user profile menu in the top right now includes a link to 'download the client'. Click this to install.