Monash Virtual Environment (MoVE)
User Guide for Monash Malaysia Staff and Students

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Introduction

The Monash Virtual Environment (MoVE) is a new way for students to access specialised software and applications they need, anywhere and anytime.

Students will benefit by being able to access applications on their own device at no cost; and will reduce the need for students to visit on-campus labs in order to complete assessments and software-specific study.

Students enrolled in activities that require MoVE will be required to bring their own device (laptop or tablet) in order to access the MoVE platform. Access to applications is determined by course enrolment details and may change.

There are two ways to access MoVE:

1. via the Light version (no install required)
2. via the Citrix Receiver app (provides a richer user experience, however requires an install).

Notes:

- MoVE will remember the choice you make and default to it next time you access it, unless you clear your cache.
- If you’re using a Chrome Browser, you’ll be able to switch between these two access methods in Account Settings > Change Citrix Receiver. With other browsers, you’ll need to clear your cache first before trying the alternative access method.
Accessing MoVE

1. Always access MoVE via a web browser – go to: https://move.monash.edu
2. Enter your Monash credentials to authenticate via OKTA.

Using the light version of MoVE (no installation required)

Once you’ve logged on to the MoVE website, you’ll see the following screen.

Follow these steps to select the light version of MoVE. The light version doesn’t require a download or installation so is useful when you’re not using MoVE often.
1. Select ‘Use light version’ on the next screen:

![Citrix Receiver Welcome Screen](image)

Note: if you accessed MoVE using the light version previously, your browser will remember your last settings. See **Switching between the light version and Citrix Receiver**

2. The MoVE workspace will now display with the applications that you have access to.
3. Double-click the applications to launch them within the MoVE workspace.
Using Switching between the light version and Citrix Receiver application

If you use Chrome as your web browser, you’ll be able to change from the web browser experience to the Citrix receiver app, click on Settings > Account Settings and in next settings select ‘Change Citrix Receiver...’

If you’re not using Chrome, you’ll need to log off, clear the browser’s cache and attempt to login again.

Using the Citrix Receiver app (application install required)

If you frequently use MoVE, you may prefer to install the Citrix Receiver app on your computer. This will require a download/installation; if you’re using a Monash laptop, contact Service Desk for support.

1. Navigate to the MoVE website: https://move.monash.edu and log in with your Monash credentials. Note: going forward, you will always access MoVE via the website.
2. Enter your Monash credentials to authenticate via OKTA.

3. Follow the instructions to either Launch Application (if installed previously) or tick the license agreement and press Download.
Saving and opening files using the Citrix Receiver app
Whenever you use MoVE, make sure you take note of where your work is being saved.

You can either save documents to your Documents folder (your Home drive) for it to be available in future Move sessions, or you can use the ‘Save to my device’ option to save to your local computer.

Printing
To print from MoVE, use the usual print option (e.g. File > Print in Word) from within your applications. You can print to the Monash “FollowMe” printer and collect your printing from a printer on campus.

If you’re working from home, you’ll need to download the file first to print from your local computer.