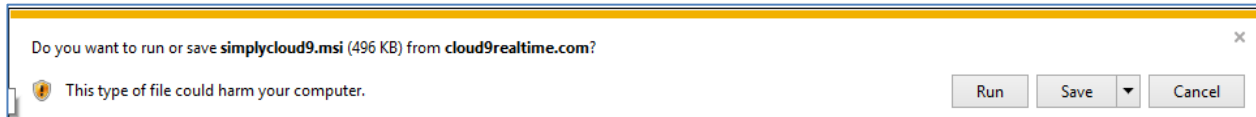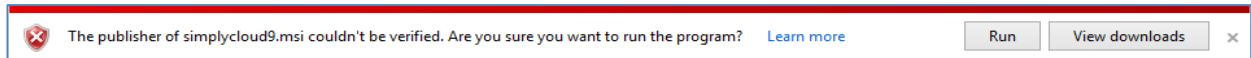To help streamline your efficiency in the Cloud, Cloud9 will provide a link to download icons to your desktop. You can use the desktop icons to save time when accessing your Cloud Files and Applications!

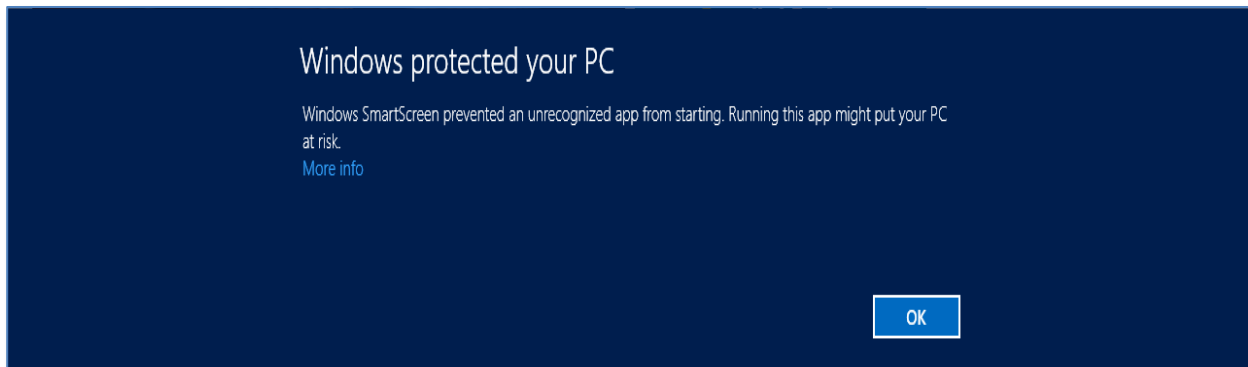## How to install the icons for and Windows8

1. From your local computer - open **Internet Explorer**

2. Click on the **desktop icon link** that was provided to you.
   - **Click here to submit a request to get your icons emailed to you**

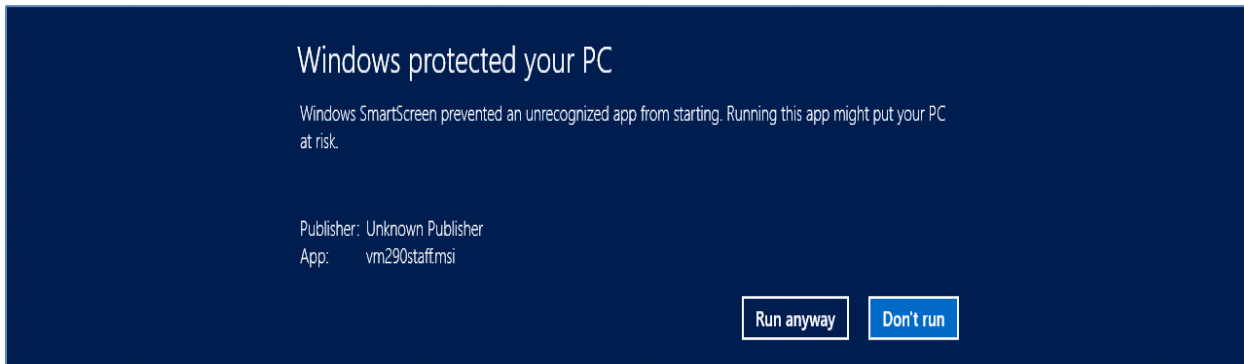3. You will be prompted with a window similar to the one below. Click **Run**

4. Internet Explorer may not recognize the site organization asking you to download the file. This is a download coming from Cloud9 Real Time. Click **Run**
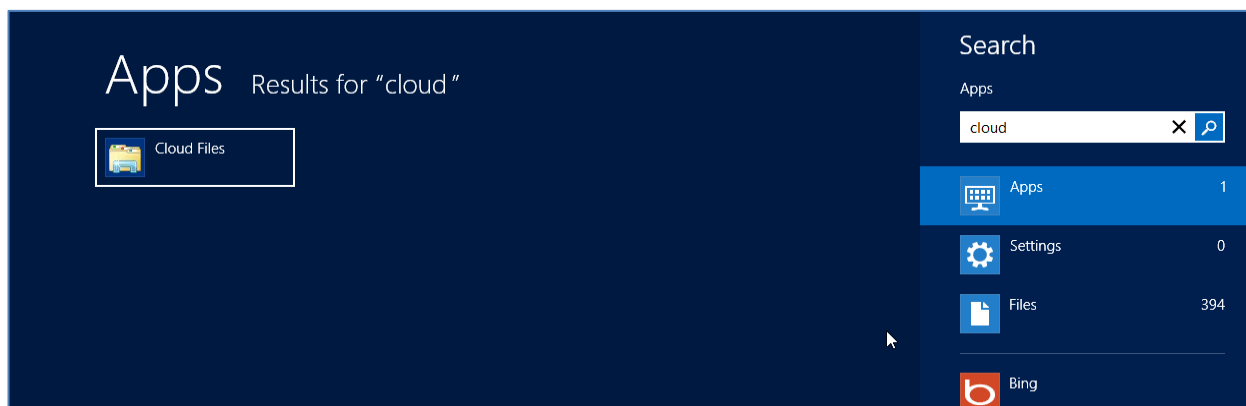

5. The Window Smart Screen may pop up preventing you from installing the application. Click **More info**
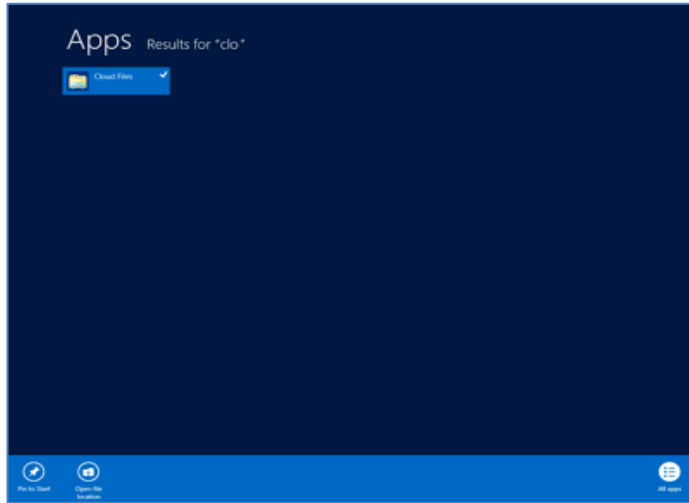
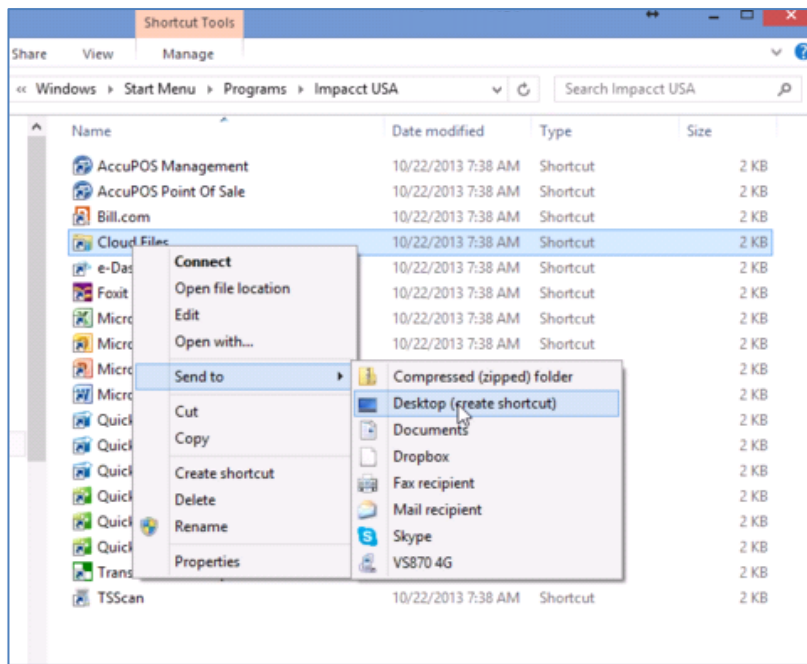6. After clicking More info; you will be presented with the option to **Run anyway**

7. At the Start screen begin typing the name of an app included in the download such as **Cloud Files**

8. Right-Click on the displayed results and you will have the opportunity to Pin to Start which will place a shortcut in your Metro screen or Open file location

9. All the available applications are visible. You may use this as a guide to search and place the tiles on your Start screen or right-click on your desired applications and send a shortcut to your desktop.
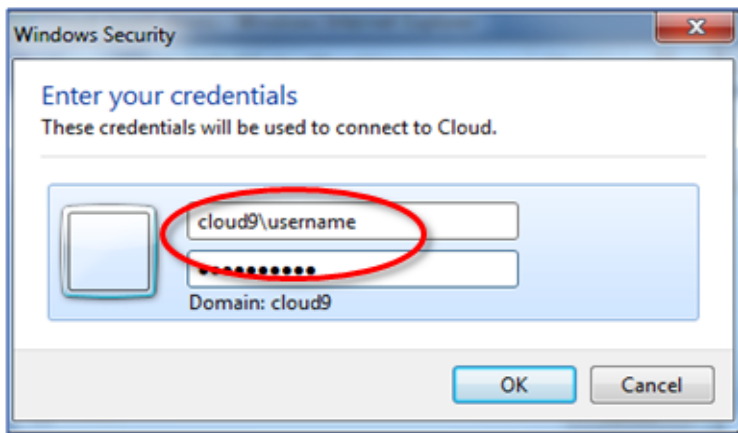
Access your Cloud through the icons

1. Choose and click on the icon you would like to access

2. Login with your Cloud9 **Username** and **Password**

IMPORTANT: type **cloud9** before your username (cloud9\\username)

3. Check mark **Remember my credentials**

Note: Saving your credentials is not recommended if you are using a public computer

4. Click **OK** once completed