

Using Company Portal (Windows)

Available Applications:

Windows and Office (activation)

Adobe Acrobat DC

Adobe Connect Add-in

Cisco WebEx

EndNote X9

GlobalProtect VPN Client

Google Chrome

High-Volume Print Driver

Java 8 Update 161

Microsoft Sticky Notes

Microsoft Teams

And more...

Information Technology Services

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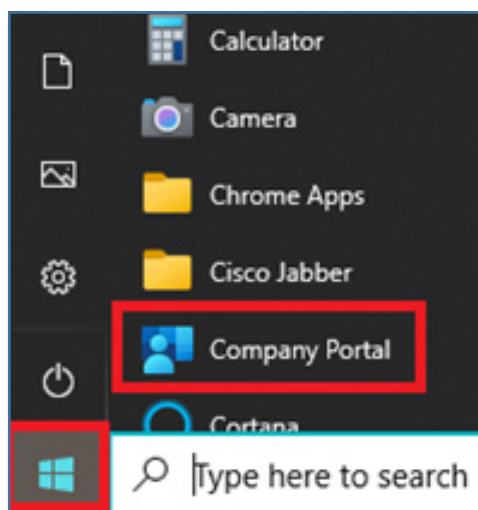
itshelp@odu.edu

1100 Monarch Hall

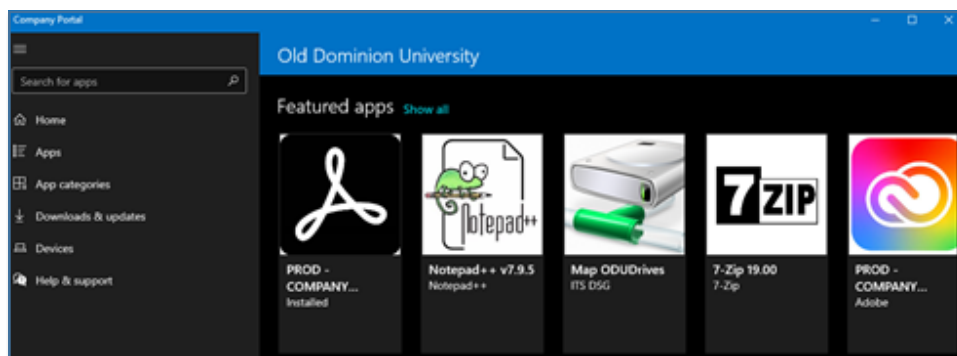
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The Company Portal allows you to install applications on your updated ODU-managed Windows computers. ITS can publish applications, web links and other configurations and make them available on the Company Portal. This guide will show you how to access and install applications.

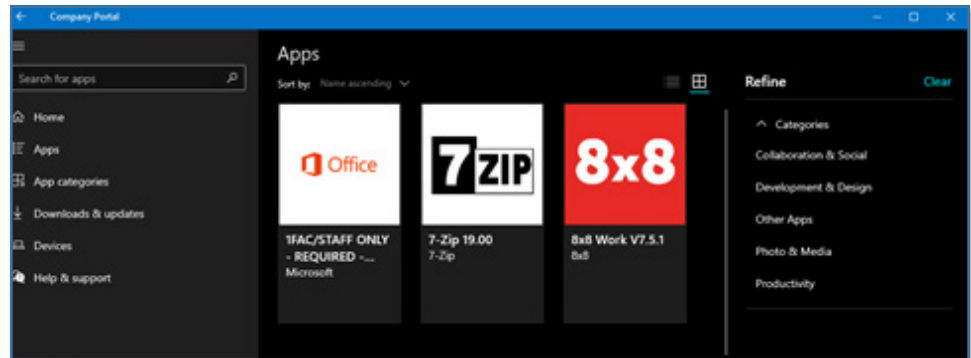
1. Click on the Start Menu > All Programs > **Company Portal**



2. In the Company Portal, you will see a list of **Featured apps** (applications commonly used on campus) and a list of **Recently published apps** (newest applications to the Company Portal).



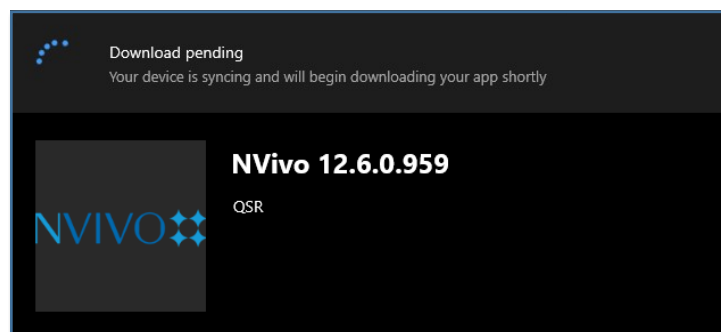
- On the left menu bar, click on **Apps** and you will see a list of all applications available to install. (Note: You can also **Search for apps** by using the search bar at the top left, or you can **Refine** or filter the apps by categories on the right.)



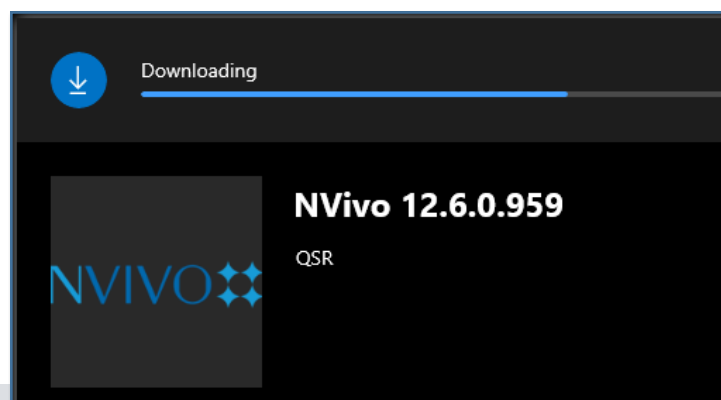
- Select the application you wish to install, and it will open a window showing a description of the application. Click on **Install**.



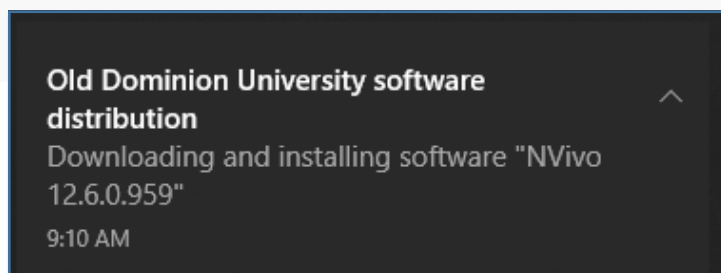
- You will see a message about your device syncing before downloading the installation files.



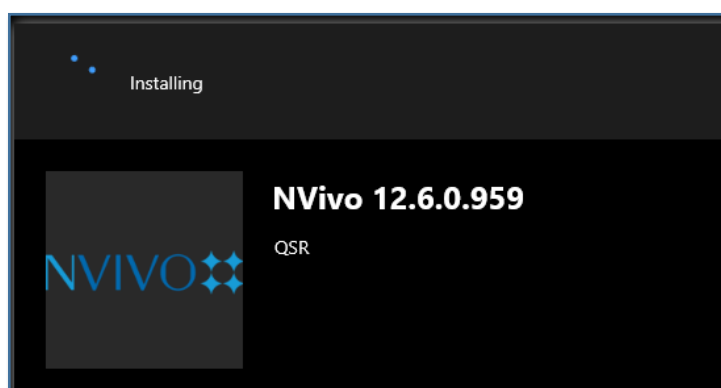
- Once syncing is complete, the download will begin.



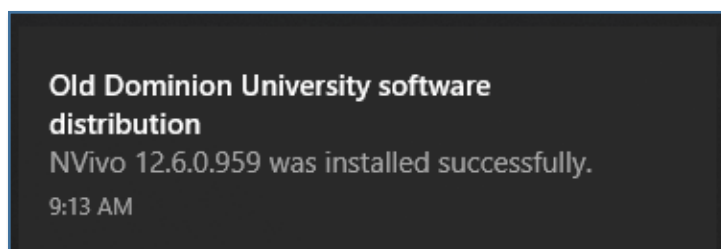
(You may also see a notification in your task bar about the download.)



7. Installation can take several minutes to an hour, depending on the software. You can close Company Portal and continue to work on your device. The install will continue in the background.



8. When the installation is complete, you will see another notification in your task bar.



9. Company Portal will also show that the software has been installed.

