

NVivo 11 Quickstart Guide - Windows



1. Open NVivo for the first time

After logging into myAccess, applications will be available to you to add to your Citrix Receiver from the Apps button.

Click on Apps and select NVivo 11 to open the application



TIP: When launching your applications through Chrome, you may receive a one-off request to **Open URL Citrix Receiver.** Click **Always Open** followed by **Open URL: Citrix Receiver**.

You may also receive a one-off request to download and save a **.ica** file. Ensure to click on the small down arrow next to the .ica file and select **Always Open Files of This Type**.



Open URL:Citrix Receiver

Cancel

On the NVivo Setup page, enter your initials as shown below and click OK

	NVivo Setup
lser Profi	le
User Profile	
User Profile This identifies a	my work you do in standalone NVivo projects
User Profile This identifies a Name	any work you do in standalone NVivo projects 1234567

2. Create and save a new NVivo project file

Once at the NVivo Pro project page select Blank Project



On the New Project page, under Title enter the filename of your new project under

TIP: On the **file name** field, NVivo will automatically attempt to save your new project on the <u>D: drive</u>. The drive indicates a <u>temporary storage</u> drive and any data saved to this drive will be <u>automatically deleted</u> once you log off myAccess.

Click on Browse to change the file path

Lite	Sample	
Description		
Eile name	D:\Please_save_to_H_drive_only\Documents\Sample nvp	Browse
	☐ <u>W</u> rite user actions to project event log	
	OK	Cancel

TIP: You may be get a Citrix Receiver – Security Warning, click on Permit All Access.

Please note that the Security Warning window could slightly vary depending on which version of windows you have installed.



In the New Project window, click on This PC located on the top left of the window

	Ne	ew Project File
ا 🖡 – 🕑 🕘	This PC Documents	▼ Ĉ Se
Organize • New	folder	
📲 This PC	Name	Date modified
		No items match your search.

 Click on the drive which starts with your z number, under Network locations

🇯 This PC	▹ Folders (6)
	 Devices and drives (3)
	CD(%)C Dmre (D: en K-PC) Reppy Disk (A: en K-PC)
	 Network locations (1) 2418114 (\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\

You have successfully reached the **Cloud H: Drive** (also known as Cloud Home Drive)

Click on Save to keep your new NVivo project file.

TIP: You may now wish to create a New Folder to save your NVivo project file or directly save the new project file into the CLOUD H: Drive. (See below)

e) 💿 🔹 📭	This > 23418114 (\\INFPWFS206.ad)	uns > > C Search a	3418114 (\\JN
Organize 💌 Ne	w folder		
📲 This PC	Create a new folder.	Date modified	Туре
	AMOS	4/19/2016 12:27 PM	File folder
Music		3/11/2016 3:29 PM	File folder
	JE Pictures	3/22/2016 1:49 PM	File folder
	Wideos	3/11/2016 3:29 PM	Filefolder
	🌗 Visual Studio 2010	3/22/2016 1:49 PM	File folder
	WINDOWS	5/16/2016 5:03 PM	Filefolder

The File name field will change to H:\ confirming that your file has successfully saved to the Cloud H: drive

Should you require any further assistance, please contact IT Service Desk on (02) 9385 1333 or email: ITServiceCentre@unsw.edu.au

Note: The following image is what Google Chrome will display, other browsers could vary in the message displayed.