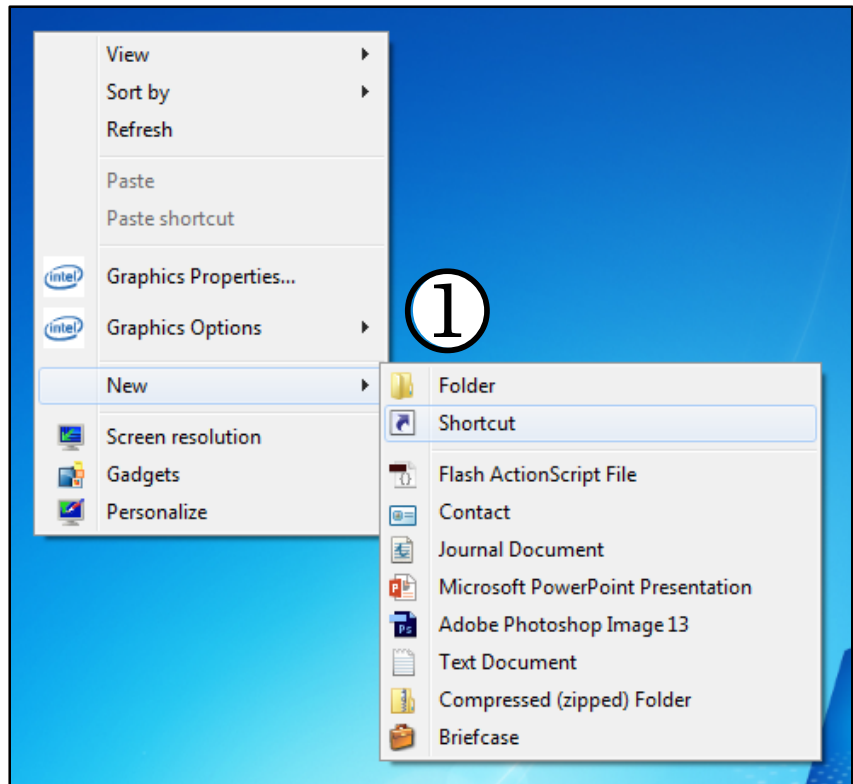
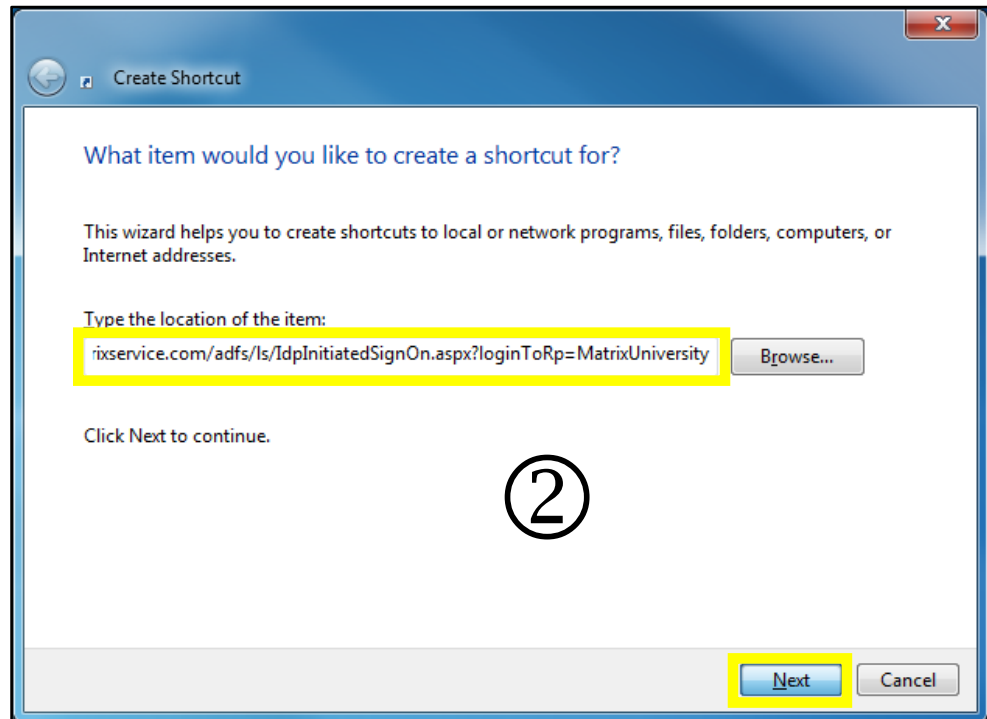


## Create a Matrix University Desktop Shortcut

- 1 Right-click the Desktop.  
Select New.  
Select Shortcut.



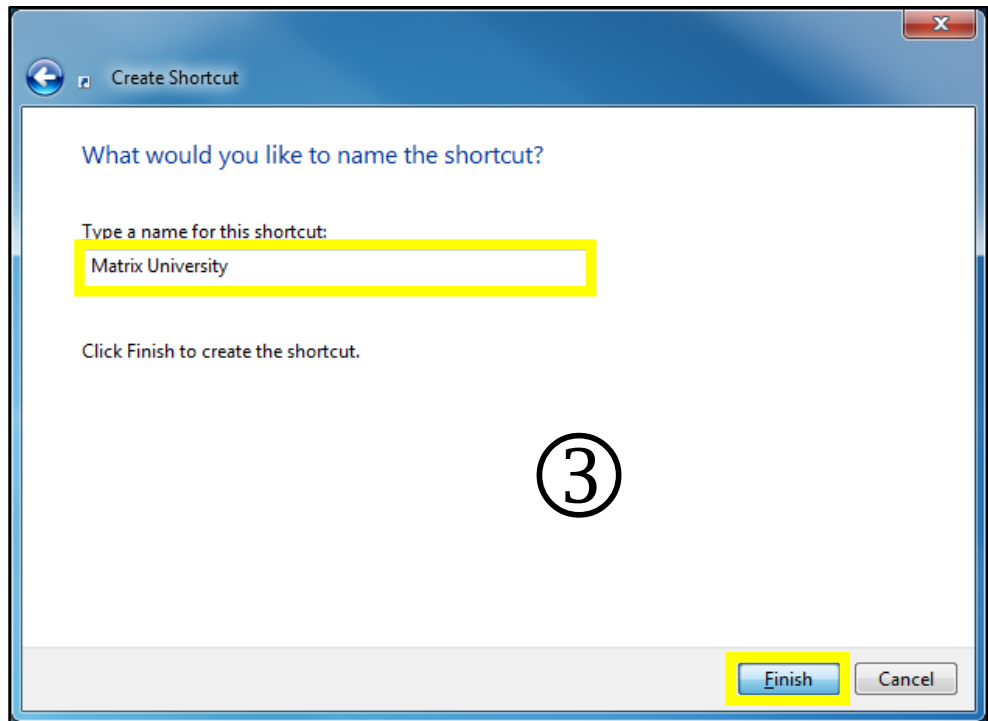
- 2 Cut and paste the following URL in the location field.  
Click Next.



### Matrix University Single Sign On URL:

<https://adfs.matrixservice.com/adfs/ls/IdpInitiatedSignOn.aspx?loginToRp=MatrixUniversity>

- ③ Enter Matrix University as the name of the shortcut.  
Click Finish.



- ④ The shortcut will appear on the desktop.



**If you need assistance creating a Desktop shortcut, please contact the Helpdesk at <https://helpdesk.matrixservice.com>, via email at [helpdesk@matrixservice.com](mailto:helpdesk@matrixservice.com), or by phone at 918-732-8500 or 1-866-687-9435.**