

Kahua Quick Reference Guide

BigFix Downloading the Kahua App – Internal GSA Users

About Kahua App for GSA

[Download the Kahua App from BigFix](#)
[Update the Desktop Application](#)
[Access Kahua via the Web](#)

An internal user that has a Kahua account within the GSA network can access Kahua via the web or the desktop application. The desktop application must be downloaded to the user's desktop and an icon will be added that will allow the user to open Kahua with one click.

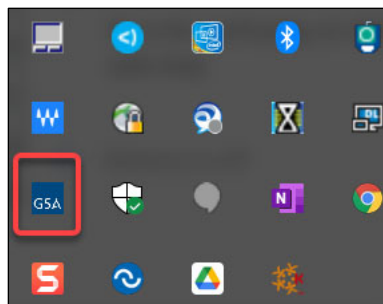
To request a GSA Kahua account, complete the [Kahua User Request Form](#).

Download the Kahua App from BigFix

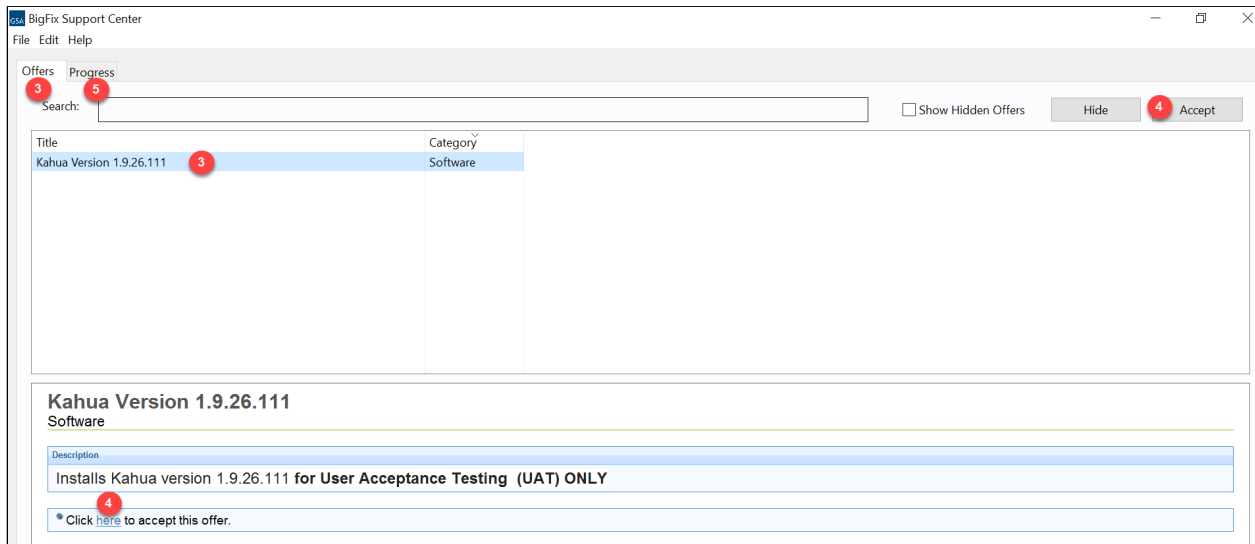
1. Click the caret to **expand** the **System Tray** from the bottom right of your Desktop.



2. Click the **GSA BigFix Support Center** icon.



3. From the **Offers** tab, click the **Kahua Version** (version number may vary) available. The description of the available offer will display at the bottom of the screen.
4. Click the **Accept** button at the top right-hand side or the **here** hyperlink at the bottom of the description.
5. From the **Progress** tab, the Kahua Version will install to your desktop upon processing.



- Once installed, click the Kahua icon from your desktop to verify that the app that opens is the **FN1** (federal network) environment. The current version and environment will show at the bottom of the screen.



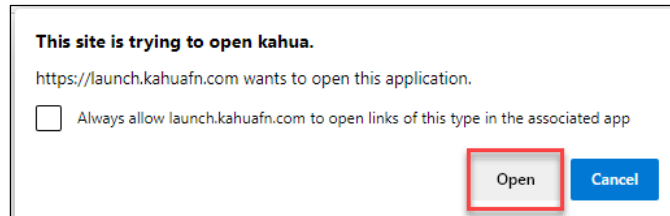
- If the environment is correct, enter the email address and follow the **SSO** process to log in.
- If the environment is NOT FN1, close the open Kahua instance and follow the instructions **for Updating the Desktop Application** below.

Note: This will update your desktop application and you will be able to use the icon for future logins.

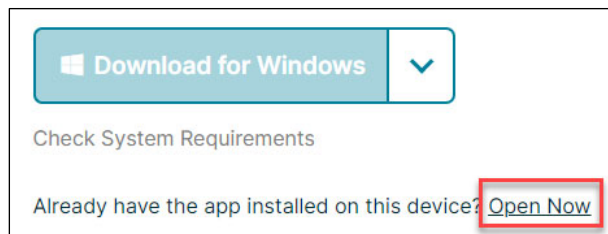
Update the Desktop Application

It is recommended that the Kahua desktop application be accessed via the web periodically to update the desktop application with any changes that have been made to the program.

1. Open <https://launch.kahuafn.com>.
2. Click **Open** from the window that opens at the top of the screen.



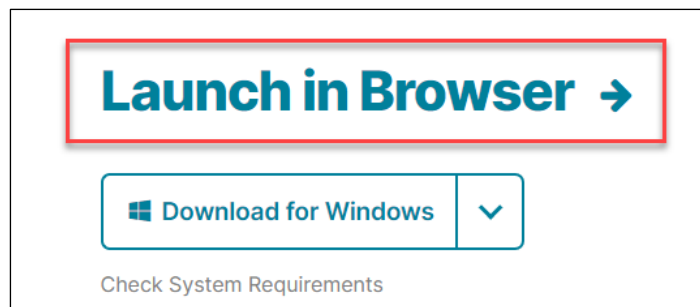
3. If there is no pop-up window, click **Open Now**.



4. Then click **Open** from the window that opens at the top of the screen.
5. Enter the email address in the login screen and follow the **SSO** process to log in.

Access Kahua via the Web

1. Open <https://launch.kahuafn.com>.
2. Click **Launch in Browser**.



3. Click **Sign In** and follow the SSO process.