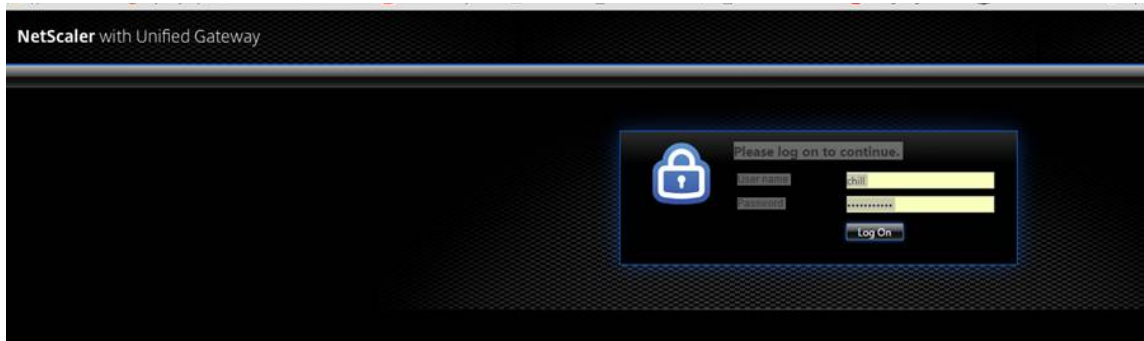


Citrix Remote Access

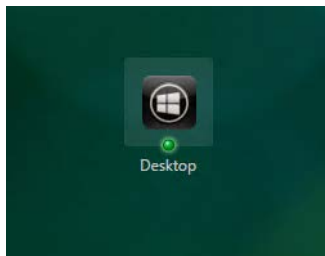
The first log in will be the following



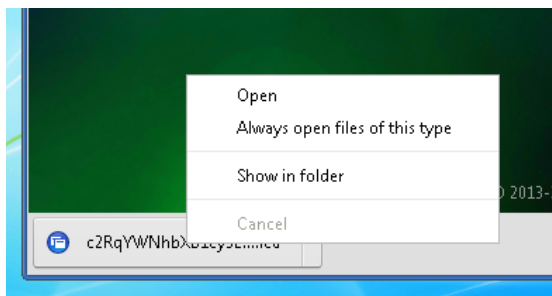
Second screen click on **“Log on”** option if you have never used the remote access you will need to install the citrix receiver



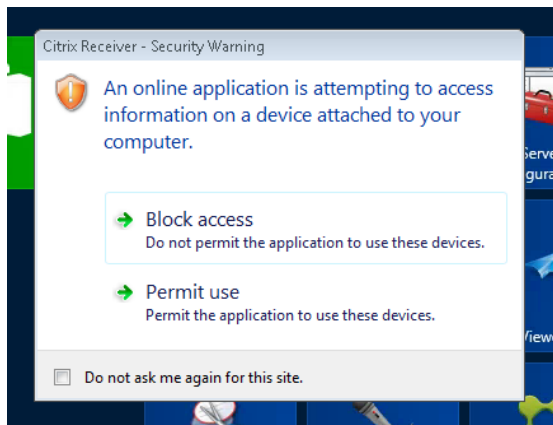
Then Click on the **“Desktop Icon”**



Using Chrome you will be prompted to open a file in the lower left hand corner. Right click on it and choose **“Always open files of this type”** and then click **“Open”**

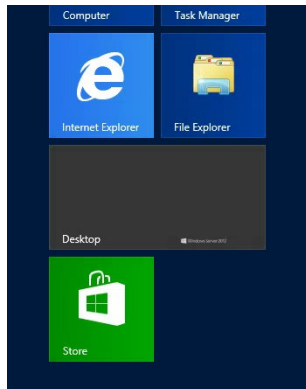


Once you have logged on you may see this window

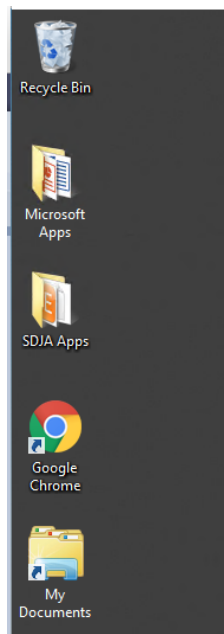


Place a check in the “**Do Not Ask Me again for this site**” and click “**Permit Use**”

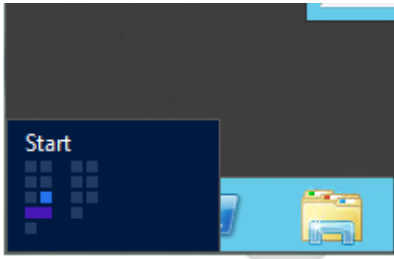
Click on the Tile name “**Desktop**” this will take you to the desktop area.



Once at the desktop you should see the familiar icons and folders.

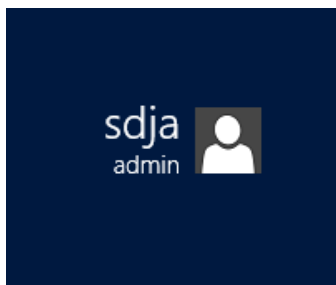


When you need to log off put the mouse in the lower left corner



Then click on the window that pops up

Once the window changes you should see your name in the top right hand corner



Click on your name and then select **"Sign Out"**

