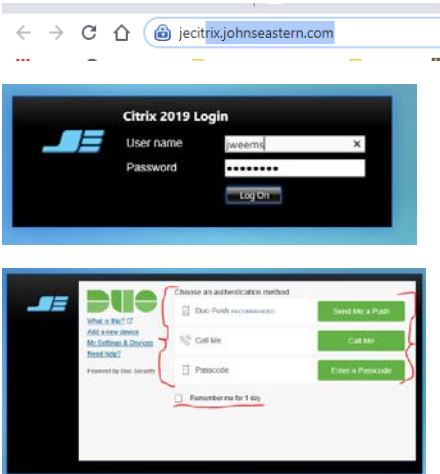
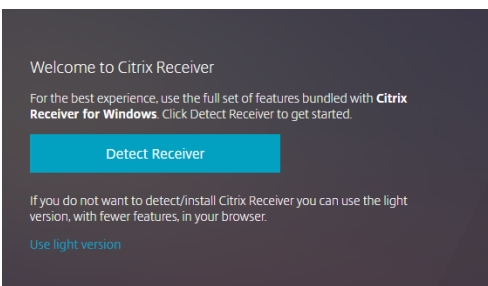


Logging into Citrix



- Open the browser of your Choice
- Navigate to jecitrix.johnseastern.com
- Login with your username and password like you would in the office
- You will get the Duo screen (You will need to setup DUO if this is your first time logging in remotely)
- Check the box for “Remember me for 1 day” and choose you push method.

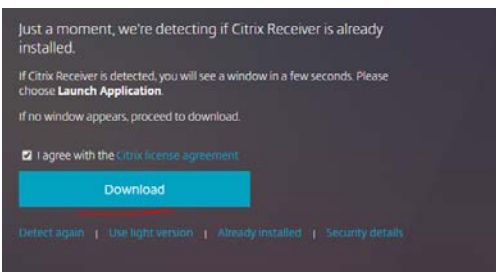
Chrome:



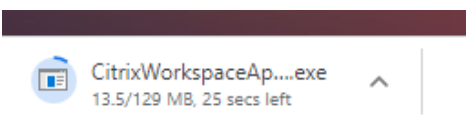
If you are using Chrome to log in, you will be taken to a page to detect if you have the app installed.

- Click Detect Receiver

(If you only have a single screen i.e. laptop, you can use the light version to open Citrix in a web browser without installing.)

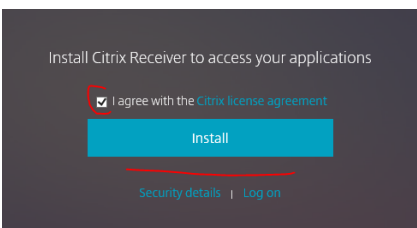


- Check the box to agree to the License agreement
- Click Download



- At the bottom of the screen, you will see a bar with the installer downloading.

IE:



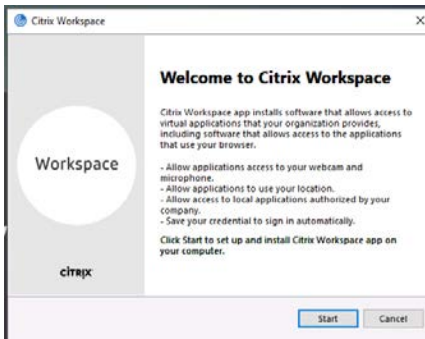
If you are using Internet Explorer to login:

- You will be taken to a screen to install the receiver
- Check the box to agree to the License agreement
- Click Download
- Click Run on the bar at the very bottom of the screen

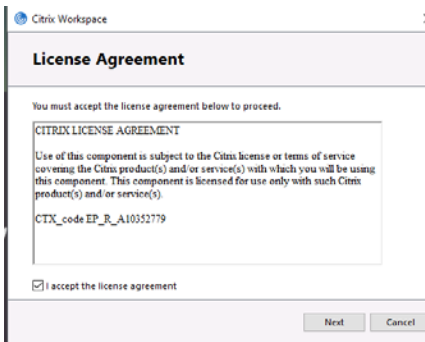


Installing Citrix Workspace App

- On the Citrix installer window,
- Click Start to start the installation process

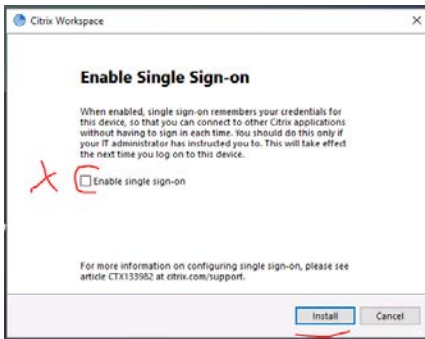


- Check the "I accept the license agreement" box
- Click Next

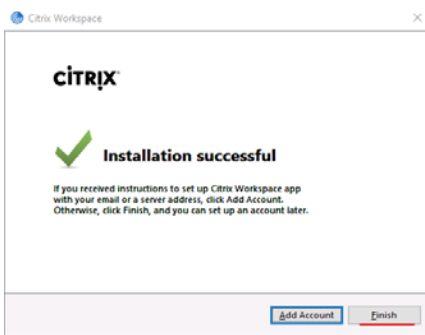


make sure "Enable Single Sign-on" is not checked

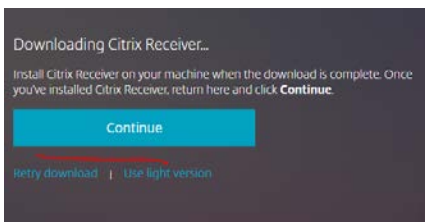
- Click Install button



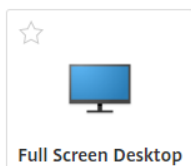
- Click Finished once installation is complete.



- Click Continue to get to your desktop selection page



- Click your Desktop link to launch your desktop session



Using the Workspace App

Once the App is installed, you can launch the app instead of using a web browser

- From your Start Menu, choose “Citrix Workspace”
- You will be prompted with an “Add Account” Window
 - Enter jecitrix.johnseastern.com
- Click Add

- You will be prompted with a choice.
 - Windowed, doesn't take over all monitors
 - Full_Screen_Desktop takes over all monitors

- Click Select

- Login with your username and Password

- Choose your Desktop link

****If you choose Windowed, you can drag it across multiple screens to take up those screens.****

- At the top of the screen, you a box with a down arrow, click this to bring down the Workspace Menu
- Here you can leave full Screen and Disconnect from Citrix (Not log off)

