

Citrix Receiver Installation Guide for Windows



Draft: 7/2/13

The Citrix Receiver allows the internet, your operating system, and SAP to work together.

This installation guide will take you through the steps in installing Citrix Receiver on your Windows computer.

- Open Internet Explorer version 6.0 and above.
- Type in <u>https://apps.lausd.net</u> in the address field.
- Enter your LAUSD Single Sign-On (SSO) user name and password.
- Click the Log On button.
- Citrix will automatically prompt you to download and install the Citrix Receiver.

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	Welcome Please log on to continue Official of the second second Enter your Single Sign-C (msmith@lausd.k12.ca.u Account Problems? Get	User name: Password: On (email) usern: #s, mary.smith@ s @lausd.net)	ame and password to			E
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- Check the I agree with the <u>Citrix license agreement</u> checkbox.
 - Then, click the INSTALL button.





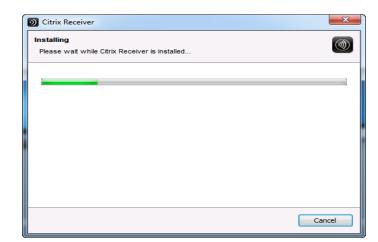
 If you are using Internet Explorer, a security pop-up will prompt you to run or save the CitrixReceiver.exe file from the apps.lausd.net website. Click Run to continue the installation.



- You will be prompted to install the Citrix Receiver Setup.
- Click the Install button



- Please wait until Citrix Receiver finishes the installation.
- You will be prompted to enter the user name and password for the computer that you are using. If you do not know the user name and password please ask your supervisor for assistance.

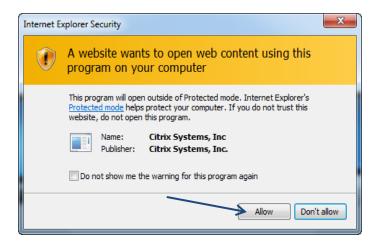




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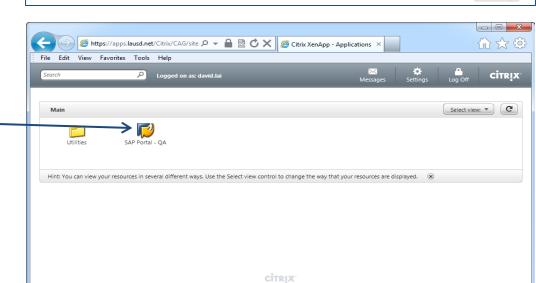
- You might be warned by the Internet Explorer Security that an application from a website is about to install on your computer.
- If you receive this security prompt, then click the Allow button to proceed.





• Click the Finish button.

- Internet Explorer will navigate to the SAP Portal icon.
- Click the SAP Portal icon to launch portal.





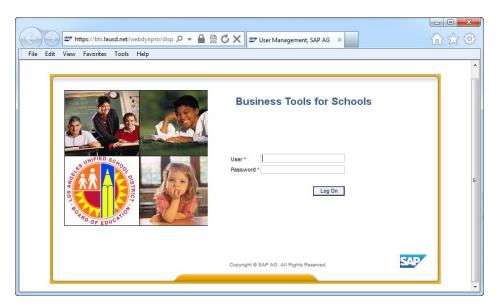
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- This is a one time alert. Check the Do not ask me again for this site checkbox.
- Click the Permit all access button.

Citrix Receiver - Security Warning				
	An online application is attempting to access files on your computer.			
	 Block access Do not permit the application to read or change your files. 			
	 Allow reading only The application cannot change files. 			
	Permit all access			
Do	not ask me again for this site.			

- If this is your first time logging into Citrix, it might take 1-2 minutes before the portal launches. During this time Citrix is adding your Single Sign-On (SSO) credentials into the system. Accessing this will be much faster at your next log in.
- Your installation is complete.











• Then click the SAP Portal icon.

