

Citrix Remote Connection Guide - Staff

I. Type the link below into the URL bar of your web browser

(i) https://accessgateway.homerton.cam.ac.uk

2. Log into the portal using your usual PC login details.

NetScaler with Unified Gateway	Username Password	Homerton College Remote Access

3. Click on "Detect Receiver"

citrix Receiver	Welcome to Citrix Receiver Use Citrix Receiver to access your applications and desktops.
Receiver	Detect Receiver

4. Agree to the terms and press Download. This will start to download the Citrix Workspace app, if you have already gotten the workspace app installed click on the "Already Installed" button below the Download area and skip to step 10.

1	
	Just a moment, we're detecting if Citrix Receiver is already installed.
	If Citrix Receiver installed successfully, your browser displays a window in a few seconds, and Citrix Receiver Launcher is an available option. Click Open Link.
citrix Receiver	The Citrix Receiver installation failed if a window displays without Citrix Receiver Launcher as an available option. Click Cancel , and then check the license agreement checkbox, click Download , and install Citrix Receiver.
	I agree with the Citrix license agreement
	Download

5. After it has finished downloading you will need to install it. Open the file that has been downloaded and click "Start". If you are struggling to find the file, check your "downloads" section of your file explorer. It will be called "CitrixWorkspaceApp.exe"

Oitrix Workspace	>
	Welcome to Citrix Workspace
	Citrix Workspace app installs software that allows access to virtual applications that your organization provides, including software that allows access to the applications that use your browser.
Workspace	 Allow applications access to your webcam and microphone. Allow applications to use your location. Allow access to local applications authorized by your company. Save your credential to sign in automatically.
	Click Start to set up and install Citrix Workspace app on your computer.
CITRIX	
	Start Cancel

6. Tick the box that saids I accept the licensing agreement. Then Install

litrix Workspace	×
License Agreement	
You must accept the license agreement below to proceed.	
CITRIX LICENSE AGREEMENT	
Use of this component is subject to the Citrix license or terms of service covering the Citrix product(s) and/or service(s) with which you will be using this component. This component is licensed for use only with such Citrix product(s) and/or service(s).	
CTX_code EP_R_A10352779	
✓ I accept the license agreement	
Install	Cancel

(You may get prompted for Citrix sign in to remember your credentials. This is personal preference)

7. Once it has installed press "Finish". Don't Add Account.



8. Now you have installed the workspace app you can return to the web browser you had open with Citrix and click Continue.

citrix Receiver	Downloading Citrix Receiver		
	Install Citrix Receiver on your machine when the download is complete. Once you've installed Citrix Receiver, return here and click Continue .		
	Continue		

9. Click on Already Installed and this will take you to the main desktop area of Citrix



10. From here you will need to choose Desktops that is located in the top centre. Once you have chosen Desktop you will be able to see and open "Staff Remote Access"

Citrix StoreFront	FAWORITES	DESKTOPS	
Details			

II. After Opening the Remote Access you user profile will start to login.

Staff Remote Access



Connecting ...

12. To sign out you will need to right click the start button and select signout.

Please note: You will need to run the downloaded Citrix Client by clicking on 'Staff PCs' and then running the newly downloaded file each time you would like to connect. If it doesn't run automatically you will need to go where your download files are.

Running a previously downloaded client will not work.