

Using Citrix Remote Access

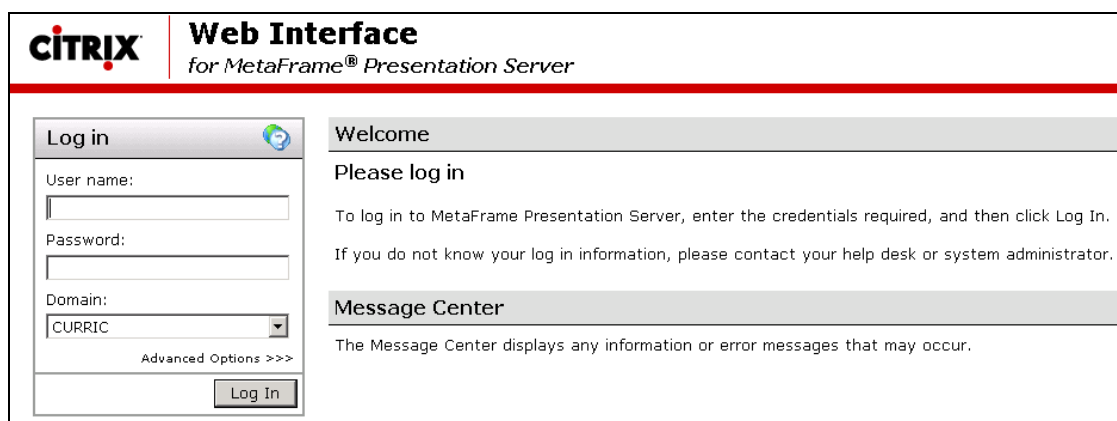
For Citrix to work a small application needs to be installed on your computer first. Go to www.citrix.com Click the **Downloads** link – Click the **Citrix Clients** link – Click the link to go to the download page for the Citrix Online Plug-ins. Click the link to download the Citrix Online Plug-in for Web. Download this to your computer and then run the file to install it.

***** A restart of your PC is required after you install the Citrix Web Client. *****

After you have restarted your PC open up Internet Explorer and enter the following web address –

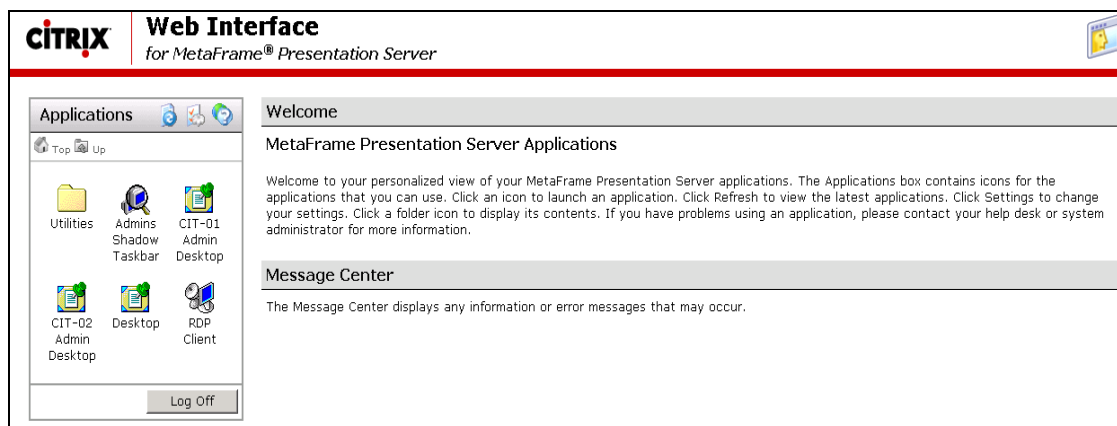
<https://citrix.tadcaster.n-yorks.sch.uk>

The following screen should appear



Enter your curriculum username and password in the box provided, then click the **Log In** button.

If successful the following screen will appear



Double click the icon **Desktop** – this will then log you into the school curriculum network.

When you have finished using Citrix it is important that you correctly log off from the system. First log off the school network, this will then take you back to the Citrix Web Interface webpage, from here click the **Log Off** button – please don't just close down Internet Explorer, as doing this will keep your session active on the server and clog up resources.

If you have any problems, come and see a member of the Network Support Team in M16.

Mr South
Network Manager