

How to Use Citrix to Access Wright County Systems

Date Created: 5/13/10 **Created by:** KNG, IT **Intended For:** End Users
Date Revised: 4/12/12 **Revised by:** Ckn, IT
Date Revised: 12/22/12 **Revised by:** LJL, IT

Purpose: To show end users how to access Citrix Secure Access Client.

1. Browse to the Wright County Information Technology Web Site:

<http://www.co.wright.mn.us/department/it/> -

In the center of the page, under Citrix Remote Access, click “Connect remotely with Citrix”

(Note: Please do not save this link as a favorite – if the link is changed in the future the saved link will no longer work).

The screenshot shows the Wright County Information Technology web page. The navigation menu at the top includes: Government, Services, Community, Business, and How Do I... The main content area is titled "Information Technology" and contains the following sections:

- Responsibilities:** The Information Technology (IT) Department provides the county with technologies that promote the efficiency and effectiveness of county programs. To this end, the department plans for the implementation of appropriate technologies, provides ongoing support of existing systems, provides users with computer training, and works with departments in establishing internal support structures.
- Citrix Remote Access:** Connect remotely with Citrix. A red arrow points to this link.
- Public Forms / Documentation:**
 - [Citrix - Install the Citrix Plugin](#)
 - [Citrix - Logging in and using](#)
 - [ZOX - Sending Encrypted Email](#)

The right sidebar contains "Contact Us" information for Bill Swing, Director of Information Technology, including address, phone, and fax numbers.

2. The Citrix Login screen is displayed – log in using your network user name and password.



3. After logging in you will see a screen similar to the one shown below showing the applications available for your use. The screen below is an example.

NOTE: When you are finished, close the application(s) (Word, Excel, etc) as you normally would on your desktop. Remember to log out of the system by clicking Log Off noted by the Red Arrow.

