Instructions for setting up Citrix on Mac OS X – v1. 23/3/2020

- 1. Download Citrix Workspace 2002 for Mac at: <u>https://www.citrix.com/downloads/workspace-app/mac/workspace-app-for-mac-latest.html</u>
- 2. <u>Double-click on the .DMG file visible at the bootom of the screen . You may need to go to your downloads folder</u>



3. Click on "Install Citrix Workspace" - see screenshots below:



4. You will be prompted to approve the install, and to enter your password.



And



And Agree



And install



And insert your MAC credentials (NOT your CSO ones) and click install software



Next you'll receive the option to add an account – DON'T , just click continue.

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Now the software will complete installation and you can click Close



All the above was a once-off task.

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Using Citrix to access the CSO.

1. Navigate to <u>https://sara.cso.ie</u> and log in using your CSO Credentials – the same username and password you use every morning.

You may see an option to "Detect Receiver" – if you do – click it. This is point 1.

A popup will appear – labelled 2 on the screenshot below – click "Open Citrix Workspace Launcher"



Next click "Open" on the "you are opening .." warning. This is because this is the first time the software has been run since it was downloaded. This message won't appear again.



Next you'll see the Citrix storefront – notice your name in the top right corner. 1. Click on the "Desktops" tab and (2) you'll see a link to your PC – double-click this and you'll be connected to your desktop.

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When finished your work click on the disconnect button at the top of the screen – this will bring you back to the storefront. Remember to never shutdown your pc.

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On the storefront screen click on your name and then select log out.