Here's how to install the Citrix Workspace app (formerly known as the Citrix Receiver) on either a Windows or Mac computer which will allow you to connect to UIHC's Remote Access Tools:

- 1. **Open** your favorite **Web browse**r (e.g. Chrome, Edge, Firefox, Safari, etc.) and navigate to <u>https://www.citrix.com/downloads/</u> (or click this link).
- 2. Toward the bottom of the page, under Featured Downloads, click "Citrix Workspace App"



- 3. Depending on your operating system (i.e. Windows or Mac) you should then see sections for "Workspace app #### for Windows" or "Workspace app ### for Mac". **Click the link that applies to your system**. *Note the app # (e.g. 1809) may differ from the screenshot below*.
 - For Windows (PC)

Workspace app for Windows

Workspace app for Windows



- <u>For a Mac</u>
 - Workspace app for Mac
 - ⊘ Workspace app for Mac



- For other OS options, scroll down this page and select the one that applies to you
- 4. Click the blue "**Download** Citrix Workspace app for [Windows or Mac]..." button to begin downloading the application.

Download Citrix Workspace app for Windows

- 5. Once finished, **Run** this file (usually found in your Downloads folder or at the bottom of your browser).
- 6. After the installation is complete, it may ask to add an account. You can <u>skip this step</u> and **close the installer** instead.
- 7. **Next**, back in your favorite Web browser (e.g. Chrome or Safari) enter in or click on this link: <u>https://desktop.healthcare.uiowa.edu/</u>. Please **bookmark** this site or add to Favorites.
- 8. Sign in with your HealthcareID username and password
- If this is the first time signing in, you'll need to complete the Duo or Two-step setup process. More information <u>here</u>. Follow the on-screen instructions to add a landline, cell phone, or tablet as your "second password". Call the help desk 319-356-0001 if you get stuck.
- 10. After enrolling in or authenticating with Duo, choose **Detect Receiver** or **Already Installed**, if prompted.



- 11. Next, try **launching** one of your Remote Access applications, such as Network Drives, Epic, or Outlook.
 - a. If prompted, Click the "**Open Citrix Receiver Launcher**" button. Also recommend checking the box for "Always open these types of links in the associated app" (*note the verbiage of this may differ between browsers*). Then hit **Open link**



- 12. Your applications should now launch as expected.
- 13. Call the HCIS Help Desk at 319-356-0001 if you need any assistance.
- 14. Alternatively, if you have a mobile device (such as a laptop or tablet), you can stop by the Technology Assistance Center (TAC) located in the first floor General Hospital at E128-1. They can help configure this for you. More information here: https://hcis.healthcare.uiowa.edu/documents/Tac_info.pdf