



# Jericho

## Online Access at Home

### Citrix Server Instructions (PC)

Our new Citrix server allows faculty and students to access network applications and network workspaces from home. By following these simple instructions you will be able to connect your Windows computer to the school network.

The following is a list of minimum requirements to connect to the Citrix Server

1. Windows Computer running Windows 98 or later.
2. Internet Explorer 6.2 or later.
3. Cable Modem or DSL connection to the Internet. You can connect with a dial-up modem, however performance of the system will be very slow.
4. 5 Megabytes of free hard drive space.

To begin:

1. Open your web browser and enter the following address <https://citrix.jerichoschools.org> You will connect to a web page that will have the following screen.

Citrix  
MetaFrame XP™

Login

• Username  
Dan Teacher

• Password  
\*\*\*\*\*

Log In

#### Welcome

##### Please log in

To log in to the application portal, enter your credentials and click Log In.

If you do not know your login information, please contact your help desk or system administrator.

#### MetaFrame XP Message Center

The MetaFrame XP Message Center displays any informational or error messages that may occur.

⚠ If you do not have the ICA Client for Mac, you must install the ICA Client to launch the applications.

Install the ICA Client by clicking one of the icons below, appropriate to your system.

📎 [ICA Client for MacOS 9 Compatible systems](#)

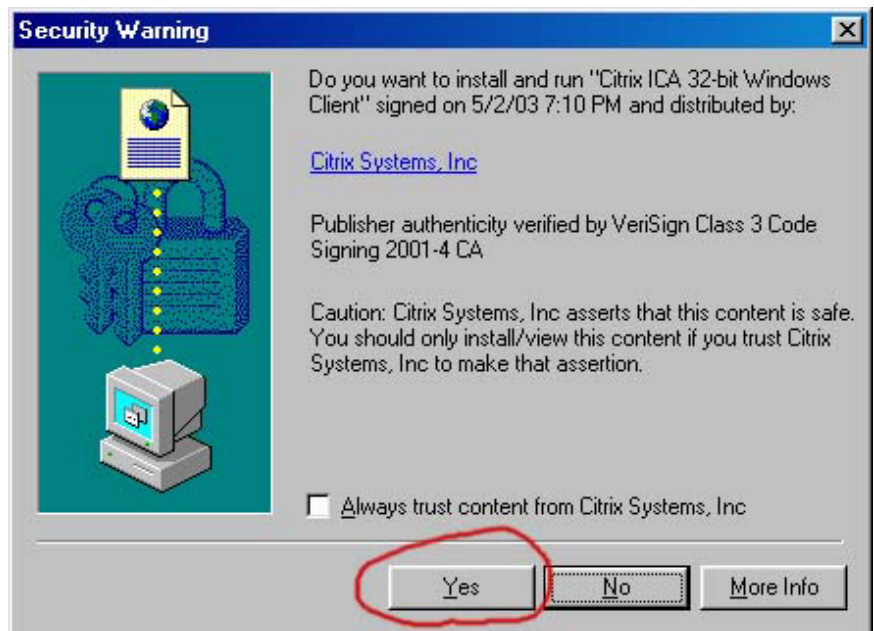
📎 [ICA Client for MacOS X systems](#)

Other Clients are available from the [Citrix Client download site](#)

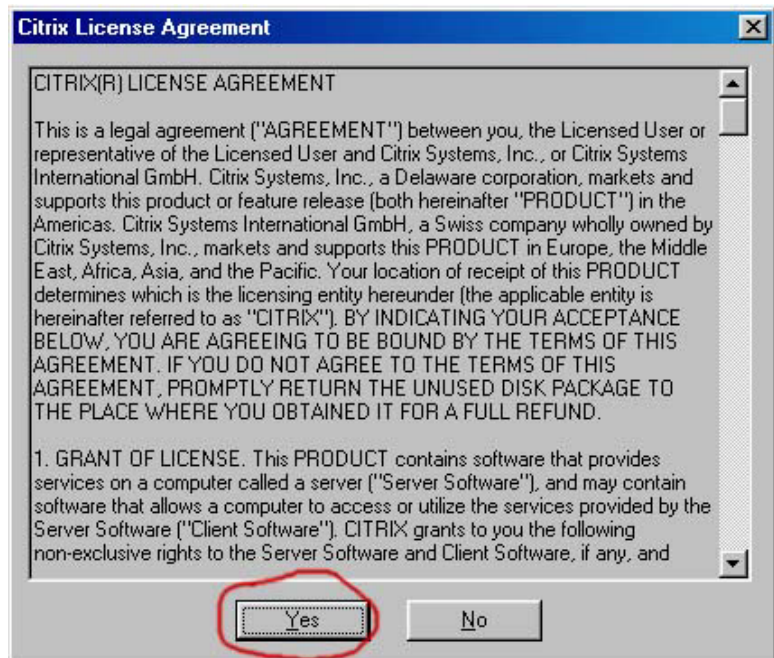


2. Enter your Jericho **Login** and **Password** in the appropriate boxes.

3. The first time you connect, your computer will prompt you to install the Citrix web client. You should agree to let this happen by clicking “Yes.”



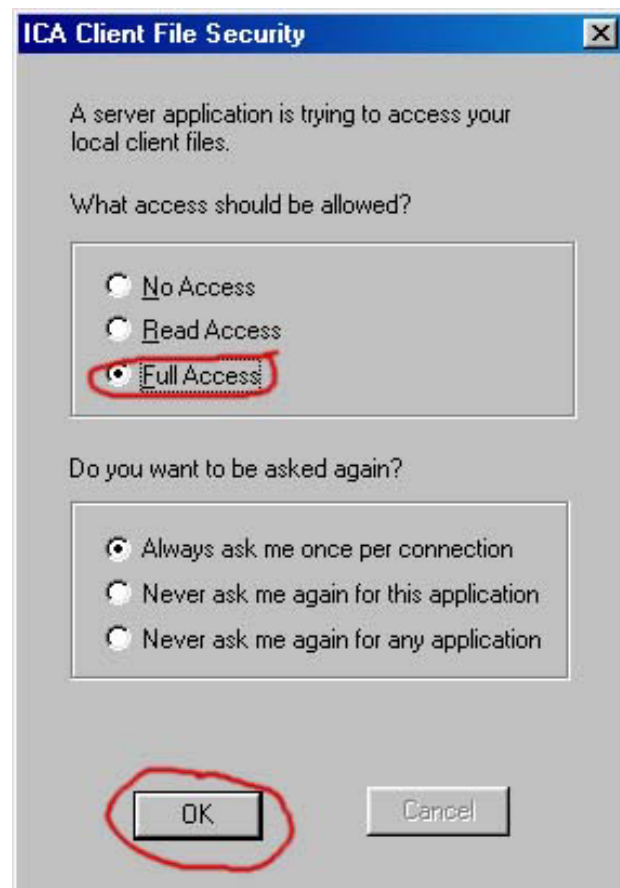
4. When the install is complete, a licensing agreement will appear. Click “Yes”.



5. Your window will change to display the following.



6. Each time you begin your session, the Citrix software will prompt you with the following dialog window. Choose **Full Access** and select **OK**. The software is now making a connection to your local hard drive (normally your **C:** drive).



## To End Your Citrix Session

From the main Citrix window, choose **Logout** from the top of the applications menu.



*It is **CRITICALLY IMPORTANT** that you log off. If you do not, your session will “time out” and unsaved changes to documents will be lost.*