



Information Technology Services

# Citrix Workspace App

INSTALLING AND ACCESSING | WINDOWS VERSION

FOR LONG BEACH CITY COLLEGE **STUDENTS** 







#### Overview

In this tutorial, you will learn how to:

>Install the Citrix Workspace App on Windows.

Sign in and access your available desktops.

#### \*Important\*

This guide is specific to Windows computers. If you have a Mac or a Chromebook, please refer to our other installation guides.





#### Step 1: Select Your Version of Citrix

You will need to select the most current version of the Workspace App for Windows from the <u>Citrix download website</u>.

#### Note:

The image on this slide shows the most current version for Windows. The name of this version may change in future updates. Make sure you select the most current version.

- Workspace app for Windows
  - ∧ Workspace app for Windows Current Release

Citrix Workspace app 2307 for Windows Jul 31, 2023 NEW

- ✓ Workspace app for Windows Long Term Service Release
- ✓ Earlier Versions of Workspace app for Windows LTSR
- ✓ Earlier Versions of Workspace app for Windows
- ✓ Workspace app for Windows (Microsoft Store)
- $\checkmark$  Betas and Tech Previews





## Step 2: Download the File

Once you have selected the correct version for your device, click **Download file**. Click on the download file to open it.

For this example, we are using the Chrome browser, so the download file appears at the bottom left. However, download files for other browsers such as Edge and Firefox often appear in the top-right corner.







#### Step 3: Authorize Citrix

Once you open the download file, a Windows dialog will appear asking if you want Citrix to make changes to your device. Click **Yes** to allow your device to install the Workspace App.





#### Step 4: Start the Install

A dialog will appear. Click **Start** to begin the installation process.

log Citrix Workspace	×
Workspace	Welcome to Citrix Workspace Citrix Workspace app installs software that allows access to virtual applications that your organization provides, including software that allows access to the applications that use your browser. - Allow applications access to your webcam and microphone. - Allow applications to use your location. - Allow applications to use your location. - Allow access to local applications authorized by your company. - Save your credential to sign in automatically. Click Start to set up and install Citrix Workspace app on
citrix	your computer.
	Start Cancel





#### Step 5: Accept the License Agreement

You will need to accept the license agreement to complete the install. Click on the "I accept the license agreement" check box and click **Next**.

Citrix Workspace	×
License Agreement	
You must accept the license agreement below to proceed.	
CITRIX LICENSE AGREEMENT	
Use of this component is subject to the Citrix license or terms of service covering the Citrix product(s) and/or service(s) with which you will be using this component. This component is licensed for use only with such Citrix product(s) and/or service(s).	
CTX_code EP_R_A10352779	
accept the incense agreement	
Next	Cancel

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#### Step 6: Finalize the Installation

Leave the "Enable App Protection" check box blank. Click Install.

Citrix Workspace	×
App protection	
Enable this option to prevent screen captures of the app, and to protect it from keylogging malware.	
Start App Protection after installation	
Note: If you do not enable this checkbox, App Protection automatically starts upon the first launch of a protected resource or component.	
Install	Cancel





## Step 7: Add Account

Citrix may take a few moments to install. When Citrix has finished installing, click **Add account**.

#### Note:

Your device may be required to restart in order to complete the installation process.

Citrix Workspace	×
citrix	
Installation successful	
with your email or a server address, click Add Account. Otherwise, click Finish, and you can set up an account later.	
Add Account	Finish





### Step 8: Enter the Web Address

You will be asked to add an account. Type the following in the box provided:

Workspace.ic.lbcc.edu

Click Continue.







#### Step 9: Enter Your Login Credentials

Next, you will be asked for a username and password. For the **username**, enter your **student ID number**. For the **password**, use your current **Viking Portal password**. Click **Sign In** when finished.

#### Note:

If you receive an "incorrect username or password" error despite entering the correct information, you will need to reset your Viking Portal password. This is a common issue and is easily resolved.

Citrix Workspace		×
User name:		
Password:		
	Sign In Cancel	
🔒 Secure con	nection	





### Congratulations!

The Workspace App may take a few moments to load, however when it does you will be able to choose between your available desktops. Click on the desktop you want to open it.

You will only have the desktops that are required for your courses.

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Desktops All (7)					
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Adobe Lab	COS Databases Lab	COS Networking Lab	COS Programming Lab	Drafting Lab	Math Lab
~					$\sim$
Microsoft Office 2021 Lab					





#### Questions?

If you run into any issues, or have further questions, feel free to reach out to us!

- Website: <u>www.lbcc.edu/sthd</u>
- Phone: (562) 938-4250
- Email: <u>sthd@lbcc.edu</u>