Turn on Downloading from Citrix

Open Citrix and click on preferences as shown.



Click on File Access and choose Read and write

			File Access					
General	Accounts	File Access	Devices	Mic & Webcam	Keyboard	Security & Privacy	Advanced	
Choo	se how to Read and Read only No acces	access file write	s and dr	ives on your c	omputer f	rom your applicat	ions:	
O.	Ask me ea	ach time						

When you go to download, it will look like this. First you will get a Restrictions Error, click OK.

In the Save in, click the down arrow, as shown and select Local Disk (H: on Your Name), now click on Desktop. If you do nothing else, the file will appear on your desktop. If you want it to go into a folder on your desktop, select the folder. (Many of you had a SIMS Download folder on your Desktop. Name your file and click Save.

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t ł	👮 Down	load report as			\times
t	Save in:	Desktop 💌	+	➡ 📰 🕶	
t t		Desktop Network Libraries			^
<u>.</u> 1,		Mark Dickinson VPN This PC Downloads Local Disk (C: on DickinsonMark)			
E H(-	Desktop Local Disk (H: on DickinsonMark)			~
	File name	Documents		Save	
	Save as t	Videos Pictures	-	Cancel	

t Report Download		X		
t Save in: Desktop	⇔ 🗈 💣 📰▼			
t Name	Date modified	^		
t Digital Threat	2/20/2020 8:03 AM			
Scouts	2/23/2020 1:26 PM			
SIMS Download	12/2/2019 9:44 PM			
123 Type: File folder	/2020 3:53 PM			
E Adobe Direction Date modified: 12/2/2019 9:44	PM /2020 7:56 PM	~		
 Size: 1.54 KB Files: Annie.rpt, Test from Citrix 				
File name: Save				
Save as type: All Files (*.*)	▼ Cancel			