

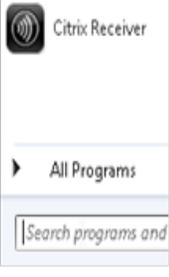
Anytime/Anywhere Access

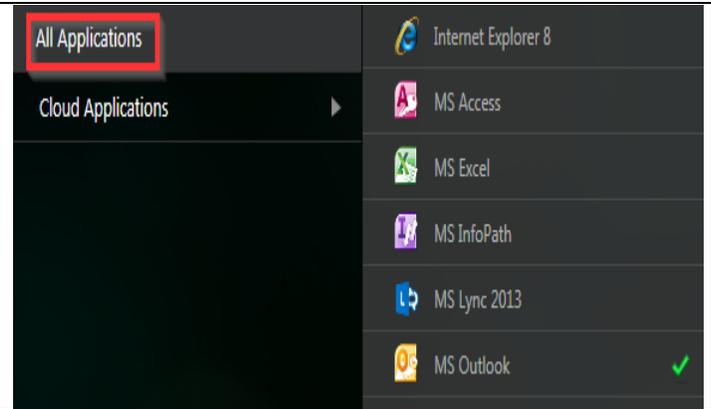
UCOP Information Technology Services

How to Access Cloud Computing Using Citrix Receiver

Citrix Receiver is an application that runs on a computer to display cloud computing applications. When you are using a UCOP Windows computer in the office, Citrix Receiver automatically logs in to cloud computing. This saves you time since you do not have to enter a user name and password.

For the best experience on thin clients, it is recommended that you open a web browser and go to <https://mycloud.ucop.edu>.

1.	<p>Click the Start button and open All Programs.</p> <p>Click the Citrix Receiver icon.</p>	
2.	<p>To view the cloud computing app store, click the + button.</p>	

3.	Click All Applications and choose the applications you want to add.	 A screenshot of the Citrix Receiver application menu. The 'All Applications' option is highlighted with a red box. Below it, a list of applications is shown: Internet Explorer 8, MS Access, MS Excel, MS InfoPath, MS Lync 2013, and MS Outlook. The MS Outlook icon has a green checkmark next to it.
4.	Click the application icon to start the program.	 A screenshot of the Citrix Receiver desktop environment. The desktop background is dark green. There are two application icons on the desktop: 'MS Outlook' and 'Explorer'. A search bar is visible at the top of the desktop area.