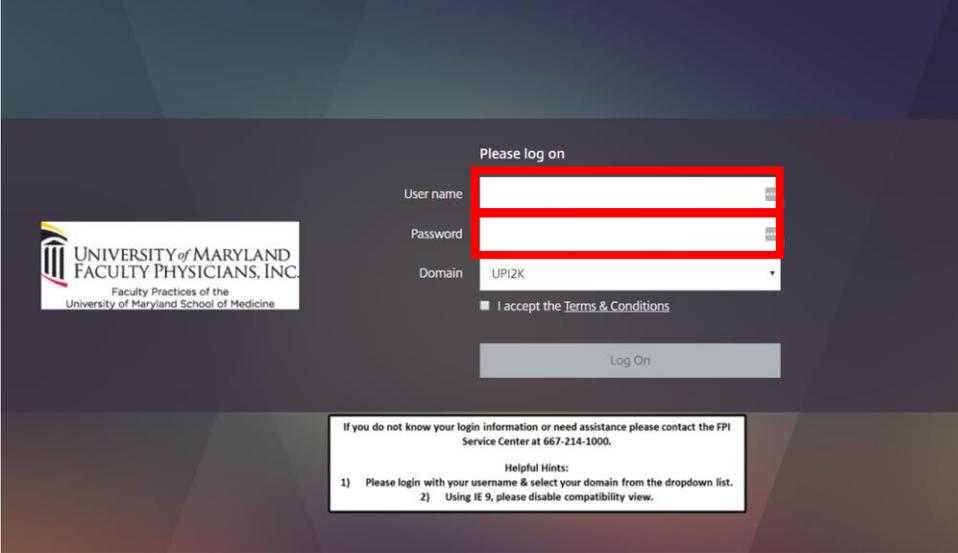
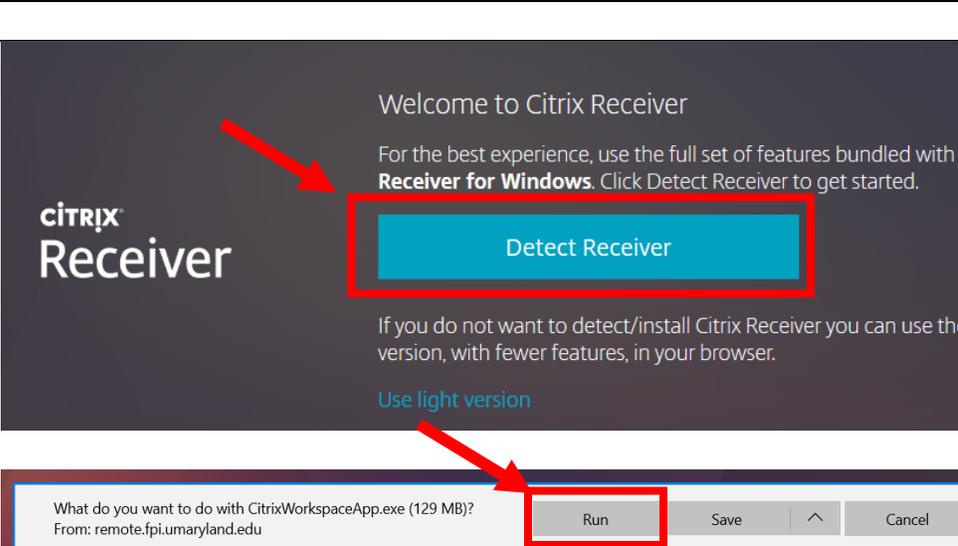


## Using Citrix to Remote to a Computer in the Office

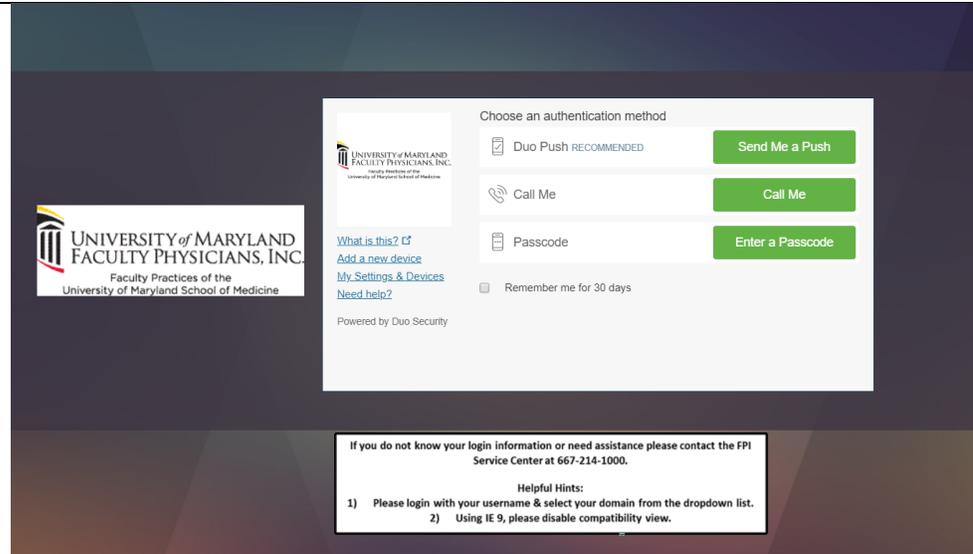
Using a browser, go to: <https://remote.fpi.umaryland.edu/vpn/index.html>

<p>Enter User Name, Password and click the "I accept the Terms &amp; Conditions"</p>	
<p>If this the first time using Citrix, you may be prompted to detect then install the Citrix Workspace App.</p> <p>Click Run and follow all on-screen instructions</p>	

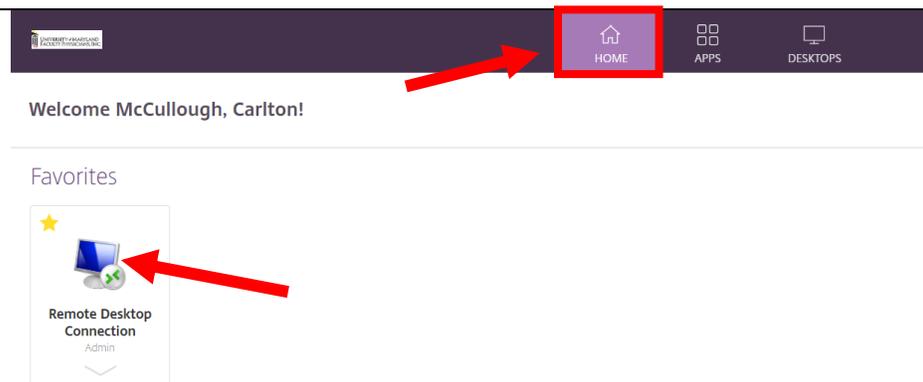
## Using Citrix to Remote to a Computer in the Office

When prompted for DUO multi-factor authentication, select the appropriate authentication method.

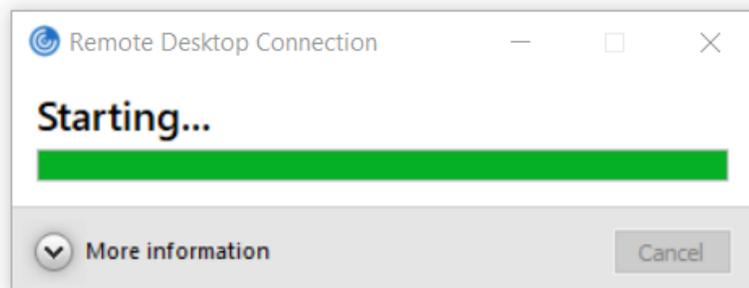
If you click "Remember me for 30 days", you can avoid this step for a 30 day period.



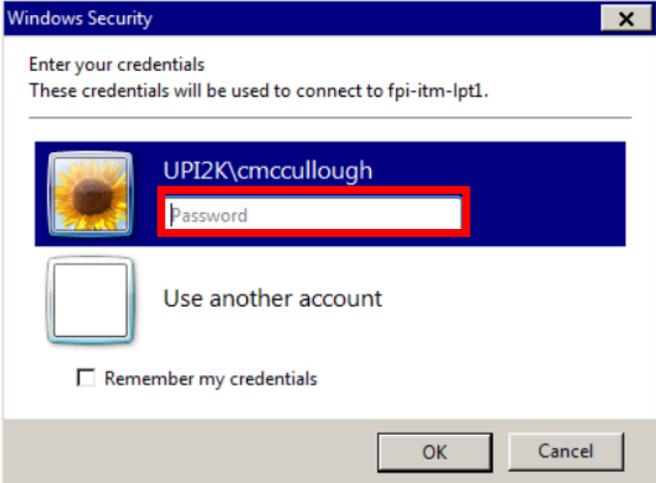
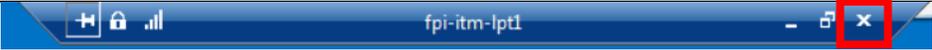
In the HOME group, click on the picture of the computer monitor screen.



Wait for the Citrix receiver to open.



## Using Citrix to Remote to a Computer in the Office

<p>You need to know the IP address or Computer name of the computer that you wish to remote into.</p> <p>Type the name or IP address in the "Computer:" box</p>	
<p>When prompted for the password, type the network password normally used to log onto your computer while in the office.</p> <p>You will be presented with the computer screen as it appears in your office.</p>	
<p>To log off of your session, click the "X" at the top of the screen.</p> <p>If the "X" is not visible, move your mouse to the top and unhide the Citrix bar.</p>	

## Using Citrix to Remote to a Computer in the Office

To complete the logoff process, go back to browser screen that was used to initiate the Remote Desktop session, then click the gear icon in the upper right corner, then click Log off.

Your session has concluded.

