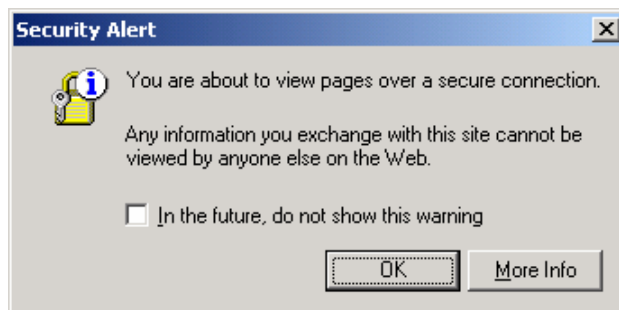
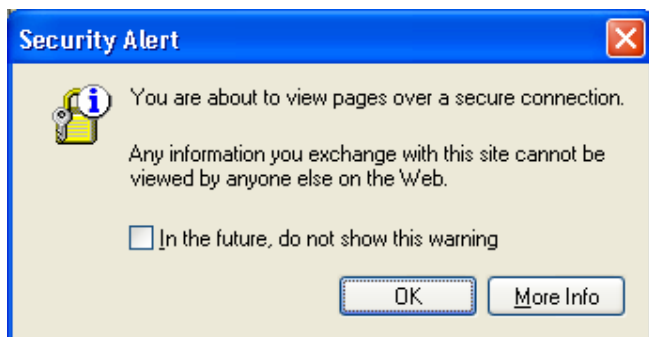


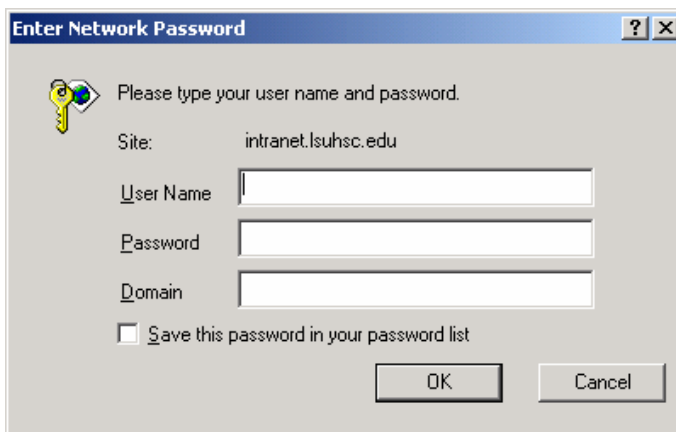
To access Desktop or PS Desktop from the web:

1. Connect to the Internet.
2. Enter <https://intranet.lsuhscc.edu/> in your browser. One of the following screens **may** pop up.



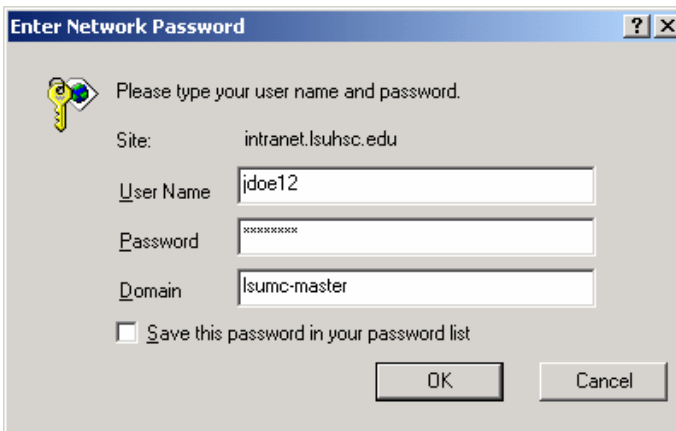
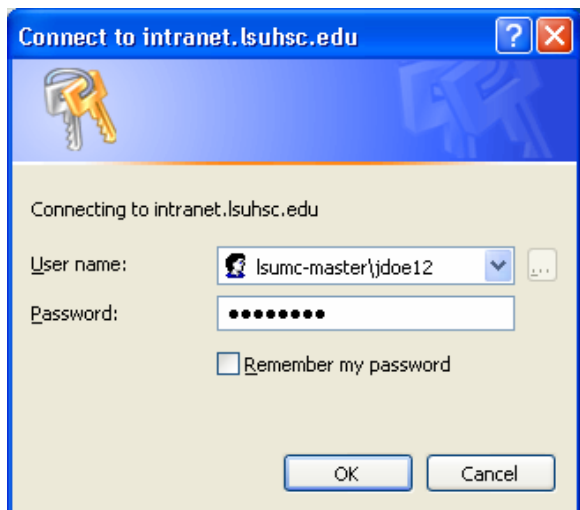
or

3. If either of these screens appears, just click **OK** and continue.



or

4. One of these screens should then appear. You will need to enter your NT UserID, your current NT password, and the domain, lsumc-master, and then click **OK**. See the examples below.

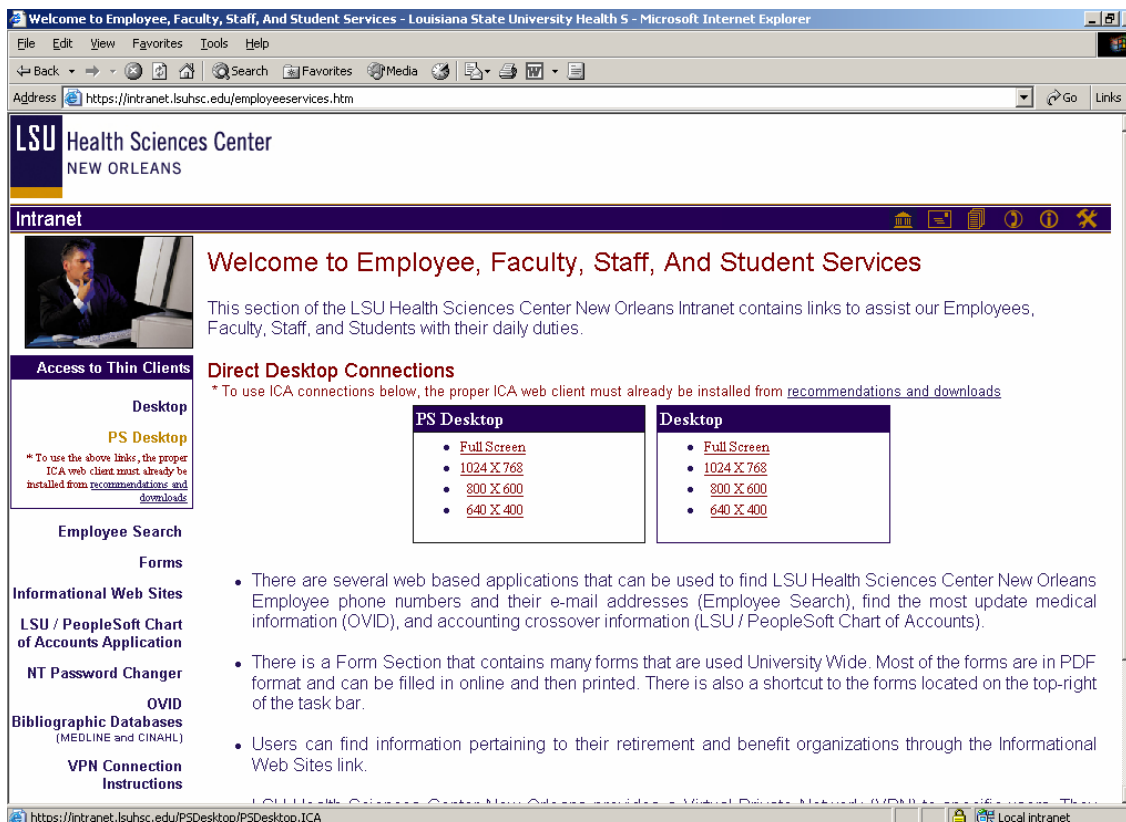


or

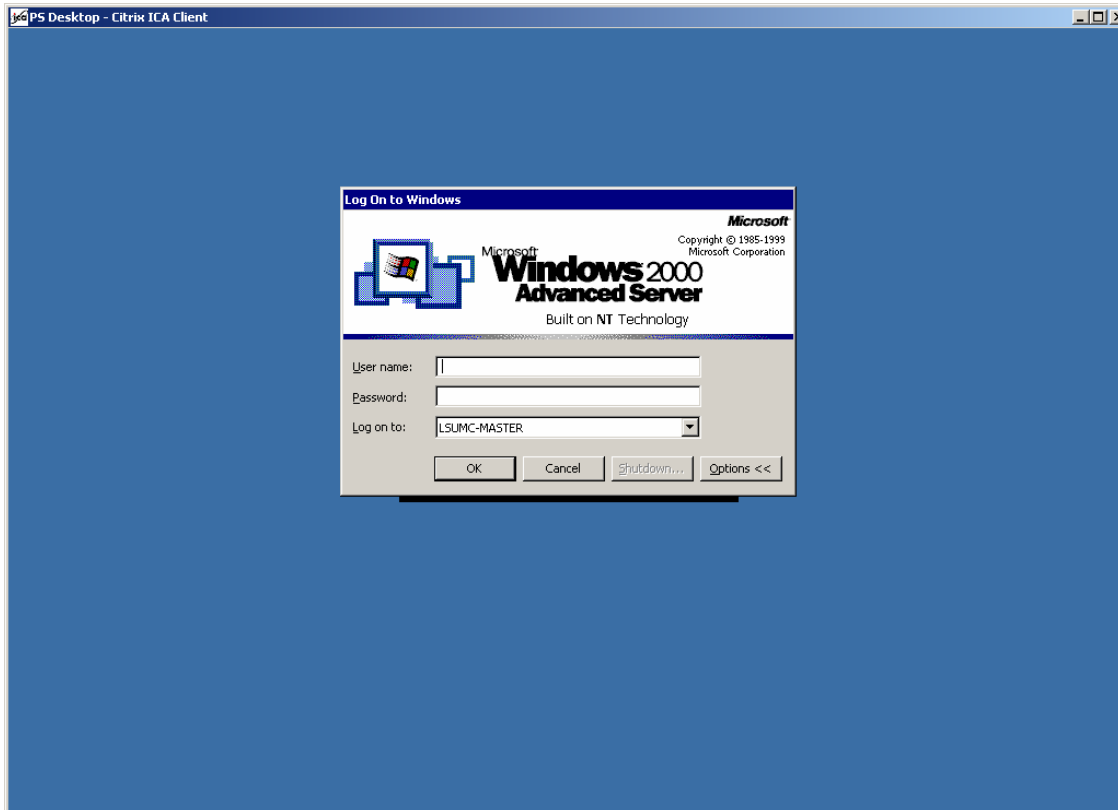
5. In these examples the user's NT UserID is **jdoe12**. Notice that if there is a separate line to enter the domain, then you put **lsumc-master** on that line as in the example on the right. If not you type it before your UserID as in the example on the left.



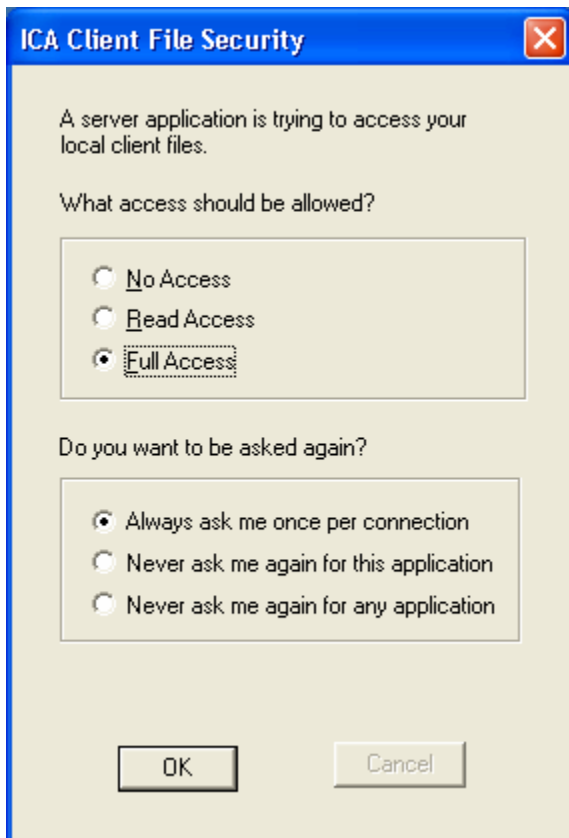
6. At this point you are logged on to the LSUHSC Intranet page. Click on **Employee, Faculty, Staff and Student Services**.



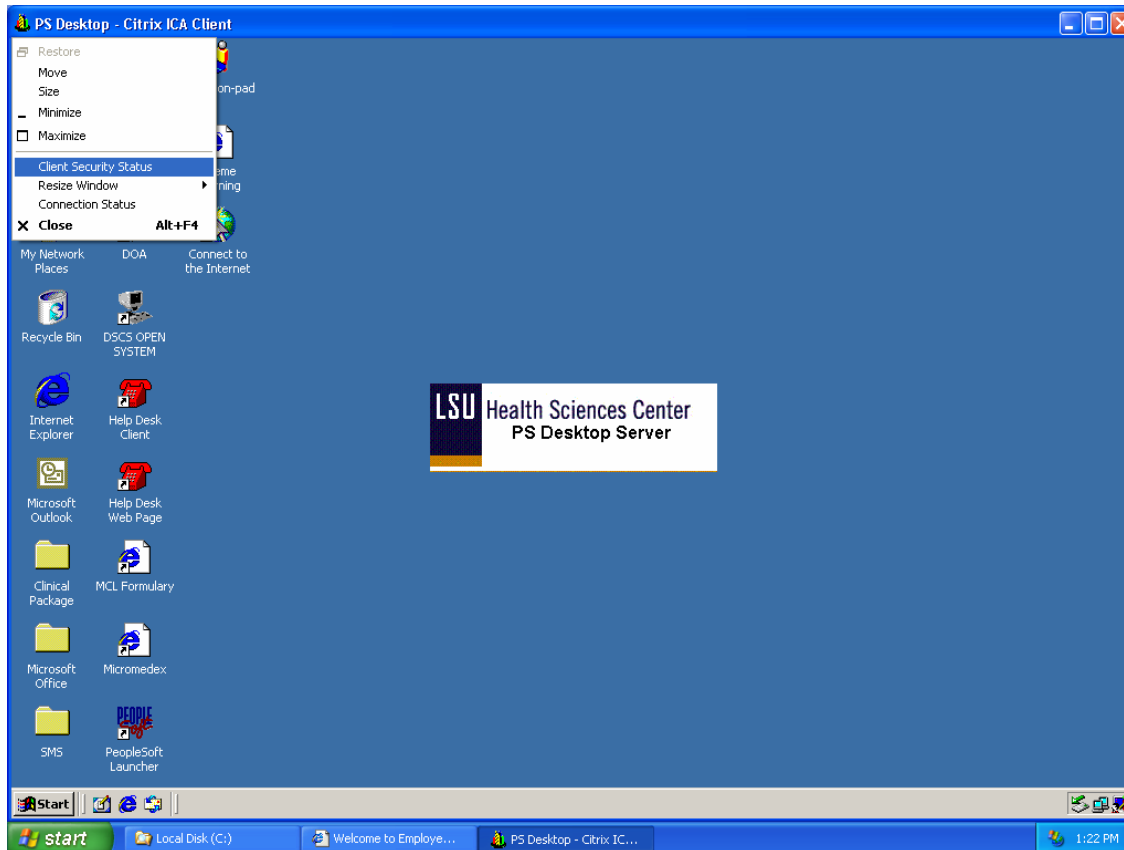
7. Now select either **Desktop** or **PS Desktop** from the **Access to Thin Clients** box on the upper left side of the page. If this is the first time connecting, make sure to read the note in the box and follow the link.



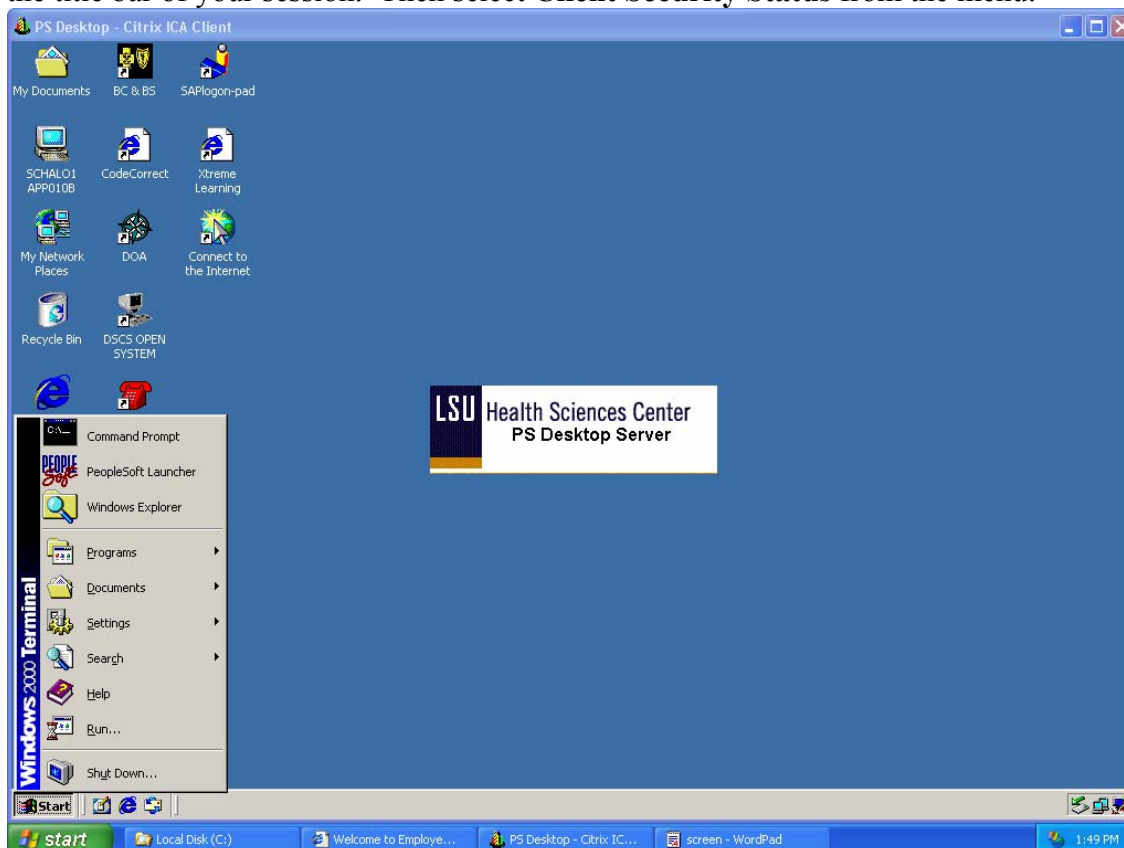
8. You will then see your usual Logon dialog box. Just logon to the Citrix server using your NT UserID and current password as you do when on campus.



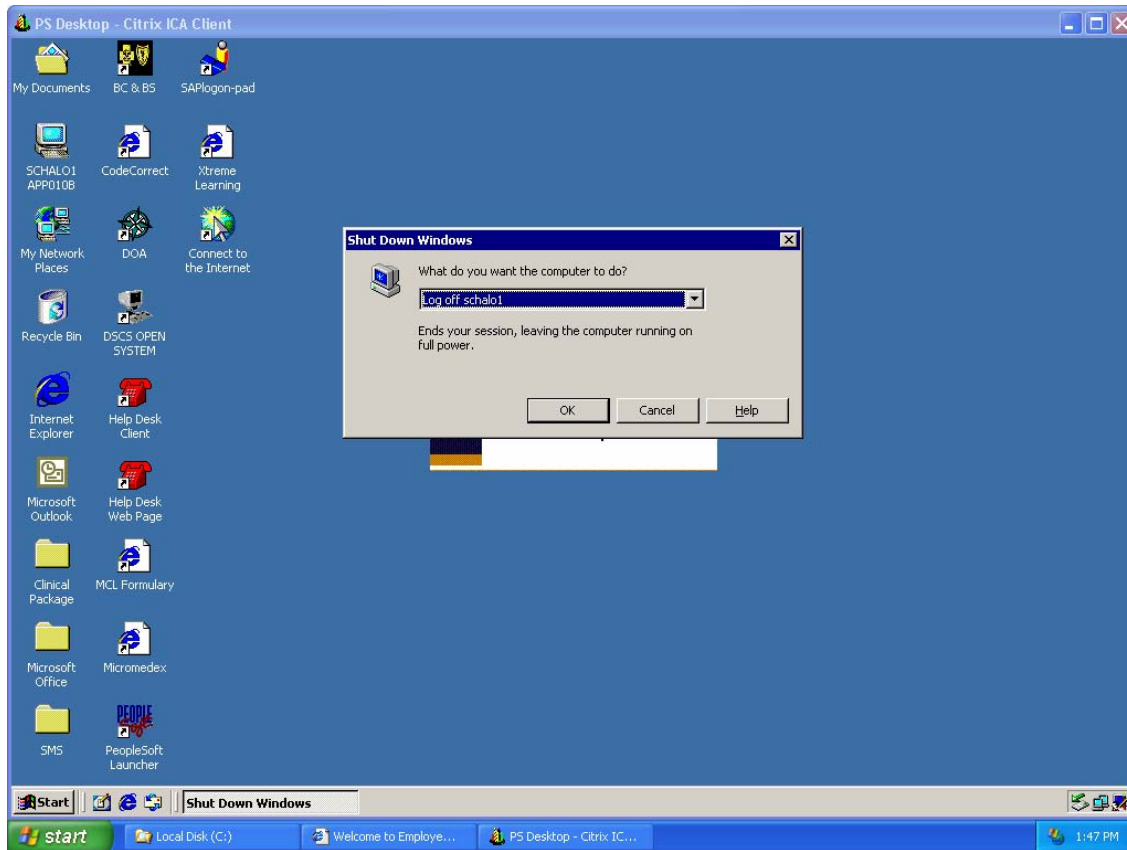
9. You may see the above dialog box. It is asking if you want to be able to access your PC's local drives while in your Citrix session. It is safe to give **Full Access** since you are actually granting the access to yourself.



10. If you do not get the dialog box or want to change your access, you can click on the colorful PN icon on the title bar of your session. Then select **Client Security Status** from the menu.



11. Notice that you have two Start buttons and two status bars. The top one is for your Citrix session. The bottom one is your local PC. When you are ready to log off of your Citrix session, you **must** click on the top **Start** button and select **Shut Down**.



12. You will then be presented with a Shut Down Windows dialog box. Be sure to select **Log off** followed by your UserID. **Do not disconnect.**