You may now download the new Citrix software. When you are downloading the new Citrix software, be sure that you select **full access** and **never ask me again** as shown in the picture under #4 below. You can use the instructions below to check or change your settings. If you have an IT person that normally helps you with your computer problems, you may ask them to assist you with this. If you have questions, please feel free to call Elaine or me at (785) 368-8927 or (785) 296-4576. Thanks.

1. Log on to the Citrix Server. Open the call log. At the bottom in the tool bar, on the right side you will see a red ball. See the picture below.



2. Left click on the red ball and you will get the following.



3. Click on Open Connection Center to this menu.

📕 Program Neighborhood Connection Cente	r 💶 🗖 🔀
ICA connections	Server
E-00 Active	Disconnect
SHLTBU3 Call Log - Version: 3.0.31 - \\Remote,	Full Screen
Click here to restore the language bar	Properties
	Logoff
	File Security
	Audio Security
	PDA Security
	Scanner Security
	Application
	Terminate
1 Server used, 2 Remote Applications	Help
	ОК

4. Click on file security and it will open this box. Make sure this box is marked "Full Access and Never ask me again". Click ok. Close out of the call log and log off the Citrix Server.

👤 Client File Security 🛛 🛛 🔀
CİTRIX
Server applications currently have the selected level of access to local client files. To change this, select a different level and click OK.
Access level C No Access C Read Access
© Full Access
Always ask me Never ask me again for is site Never ask me again
OK Cancel