

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.



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.

