HOW TO Access "PC-Klassen" Citrix APPS with Windows

1. Make sure your device is connected with the **Eduroam wireless network**. How to connect to this network is explained on [http://eduroam.kuleuven.be](http://eduroam.kuleuven.be)

2. Open your Internet browser and browse to: [https://vdi.kuleuven.be](https://vdi.kuleuven.be)

3. Log in using your KU Leuven username & password

4. The first time you log in, you need to agree with the license agreement & install the Citrix receiver software

   ![Install Citrix Receiver](https://example.com/citrix_receiver.png)

   Click "Run" when asked to install the CitrixReceiver.exe
5. When you receive the "Citrix Receiver Setup" pop-up click "Install"

An Internet Explorer security pop-up might appear. Select Allow & "Do not show me the warning... again".
Click "Finish" when prompted to complete the installation

At the end of the installation click "Log on"
5. The First time you log in you receive a page allowing you to add the applications you need.

You can do this by typing the name of the application you wish to use and then clicking on it so it pins to your workspace:
If you want to choose from a list, you can access this by clicking the plus sign and the "All apps" link to view all available APPS.

You also need to click on the APP you want to use to pin it to your workspace.

6. To use your APP you need to click on the icon on your workspace to start it. The first time you do this, you may be prompted with the following message:

Select the "Do not ask me again" option and click on "Permit use"
After a brief moment your APP will launch and will be ready to use.

7. If you want to open or save a file, the following message will appear:

Select the "Do not ask me again" option and click on "Permit all access"
From your APP you have access to your "My Documents" folder located on your H:-drive. All files you save there are also accessible on the physical computers located in the ICTS classrooms.

If you want to save files to your own local hard disk, you need to select the option to save your files to "Local Disk c: on <your computername>"