

Working Remotely using Citrix

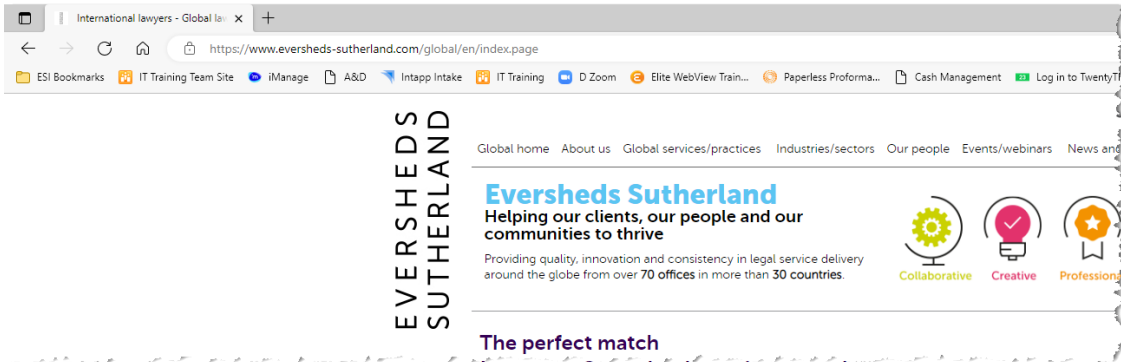


Logging in to Citrix from a Windows PC

If you have set up Citrix to run on your Windows computer but can't remember how to access it, this QRG is for you...

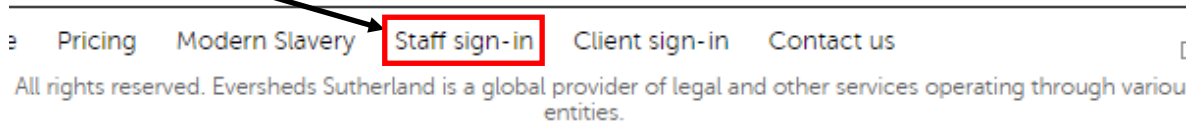
(See the QRG "Setting up Citrix on a Windows PC" if you have never run Citrix on your PC before)

1 Open the Internet Browser on your Windows computer, (MS Edge, Google Chrome)...



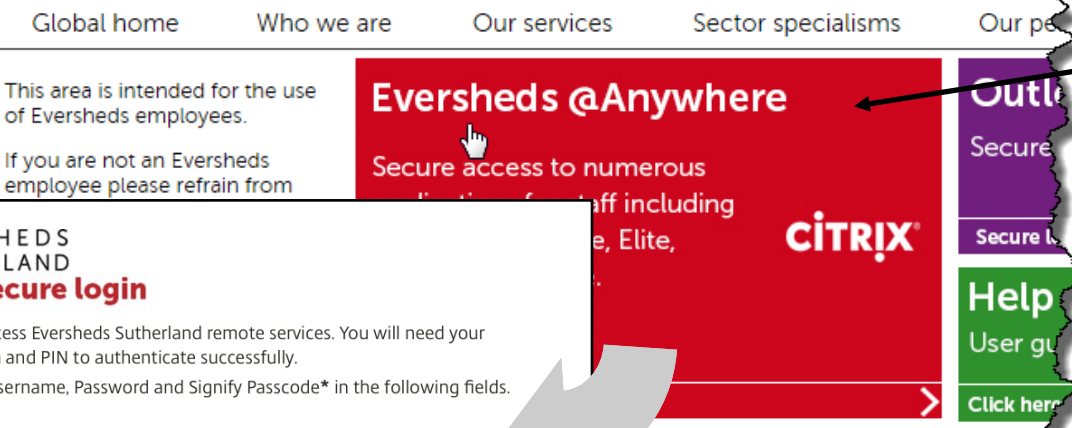
2 Visit the [Eversheds Sutherland website](https://www.eversheds-sutherland.com) and scroll to the bottom of the home page...

3 Click on "Staff sign-in"



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4 Click on the 'Eversheds @Anywhere' link

EVERSHEDS SUTHERLAND Secure login

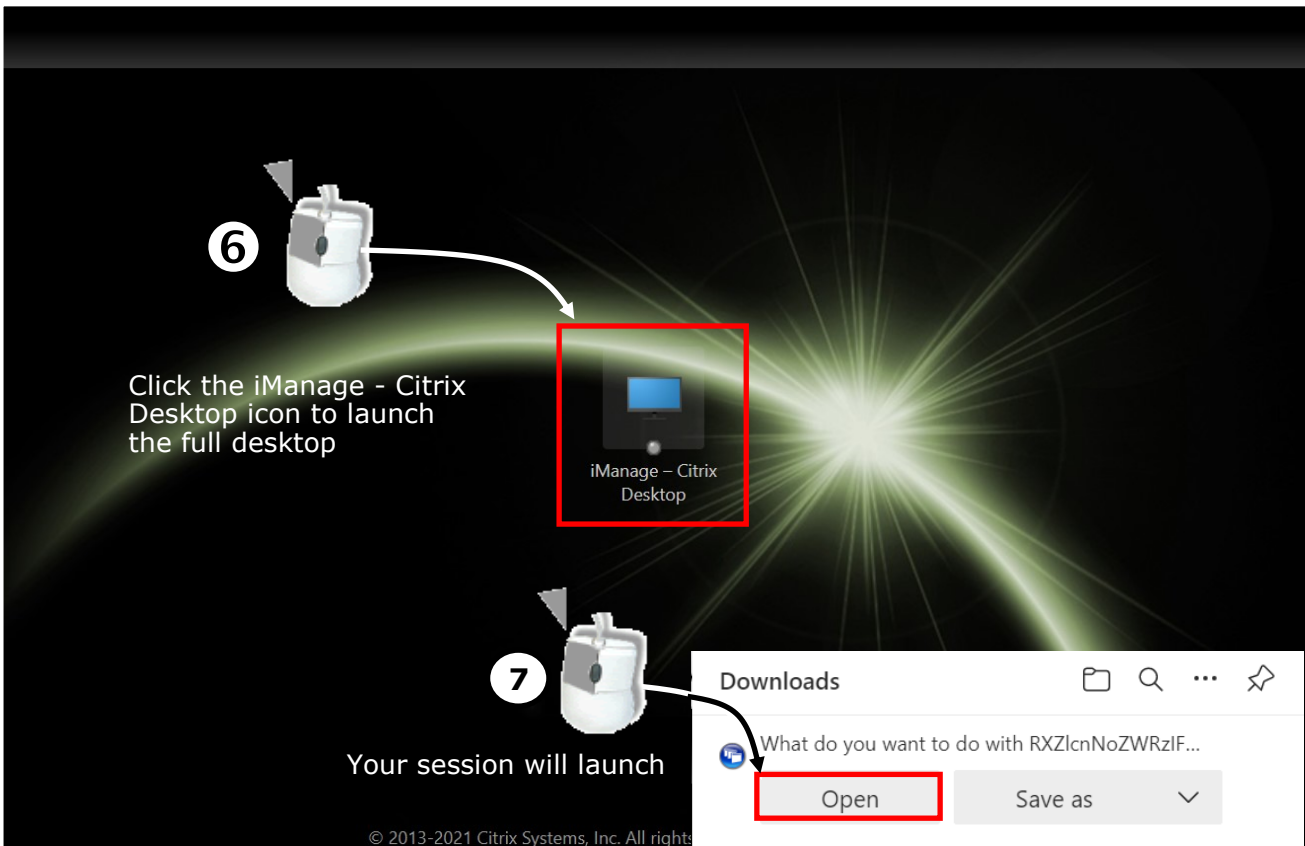
Log-in to access Eversheds Sutherland remote services. You will need your Signify token and PIN to authenticate successfully. Enter your Username, Password and Signify Passcode* in the following fields.

Username:

Password:

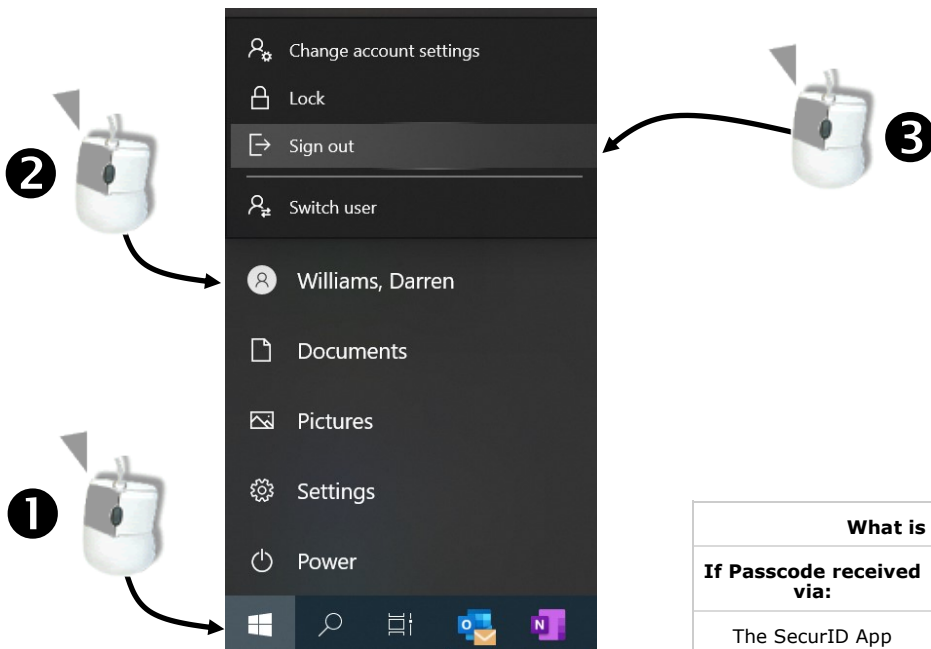
Signify Passcode:

5 Type your Eversheds Sutherland user ID, network password and your Signify passcode



Things to Remember

- ☑ When you have finished with your Citrix desktop, you need to Sign Out.



What is my Signify Passcode?	
If Passcode received via:	Your passcode is:
The SecurID App	The 8 digits that refresh every 60 seconds
Email	Your Pin, followed by the latest Signify Passcode you received by email (no spaces)
Text Message	Your Pin, followed by the latest Signify Passcode you received by text (no spaces)