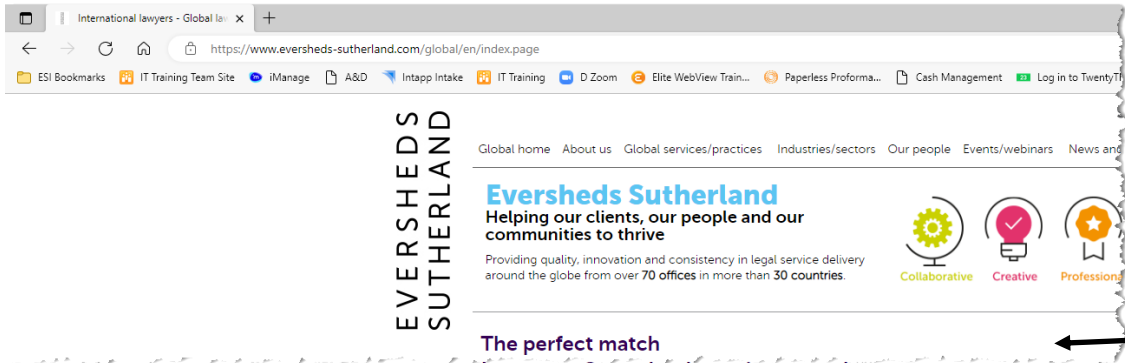


Setting up Citrix on a Windows PC

Citrix is a technology that allows you to use standard applications and the Eversheds Sutherland desktop remotely as if you were in the office. The following shows you how to get started from a Windows PC.

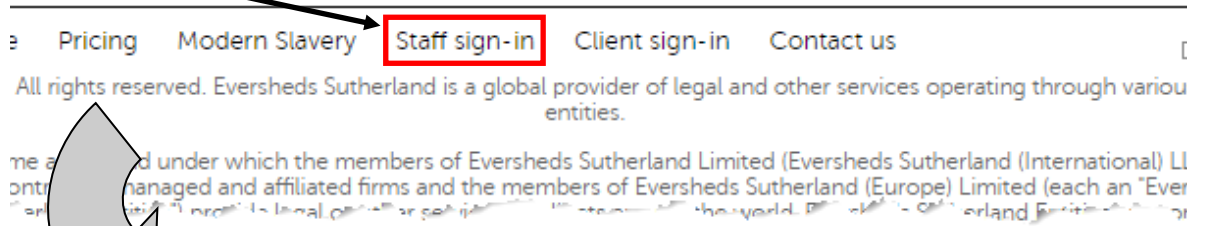
Note: Steps may vary depending on the browser used.

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"



4

5 Type your Eversheds Sutherland User ID, network password and your Signify Passcode...

EVERSHEDS SUTHERLAND
Secure login

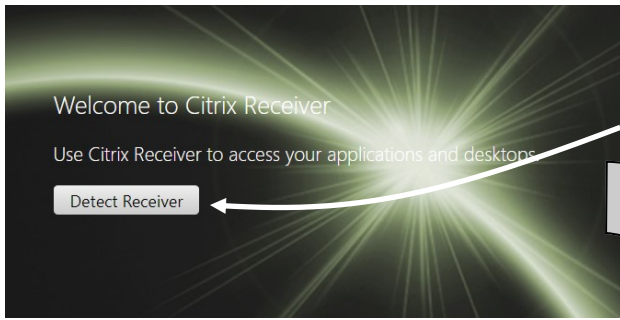
Log-in to access Eversheds Sutherland remote services. You will need your Signify token and PIN to authenticate successfully.
Enter your Username, Password and Signify Passcode* in the following fields.

Username:

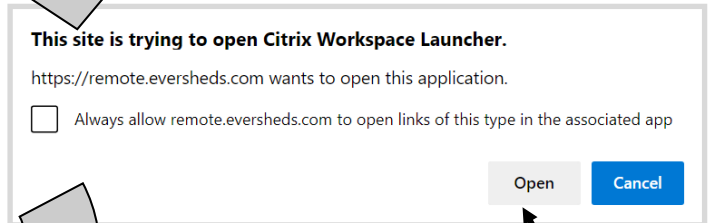
Password:

Signify Passcode:

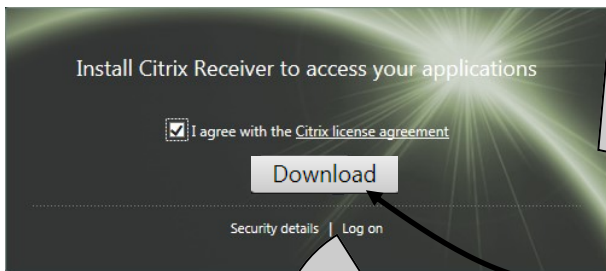
What is my Signify Passcode?	
If Passcode received via:	Your passcode is:
The SecurID App	The 8 digits that refresh every 60 seconds
Email	Your Pin, followed by the latest Signify Passcode you received by email (no spaces)
Text Message	Your Pin, followed by the latest Signify Passcode you received by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



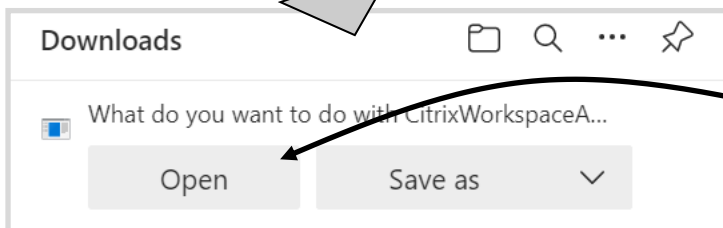
6 Click 'Detect Receiver'



7



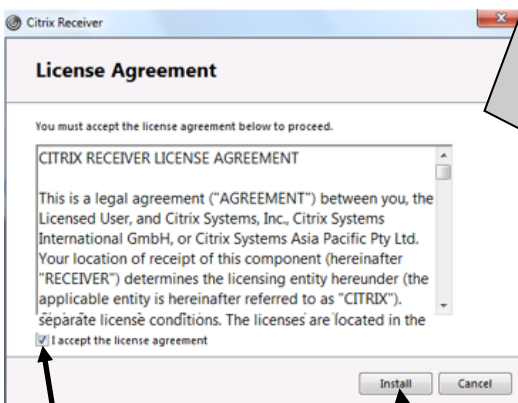
8



9



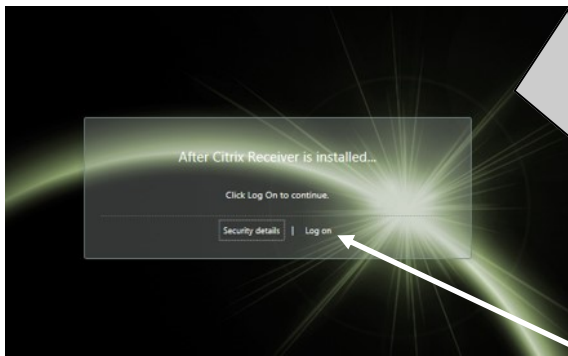
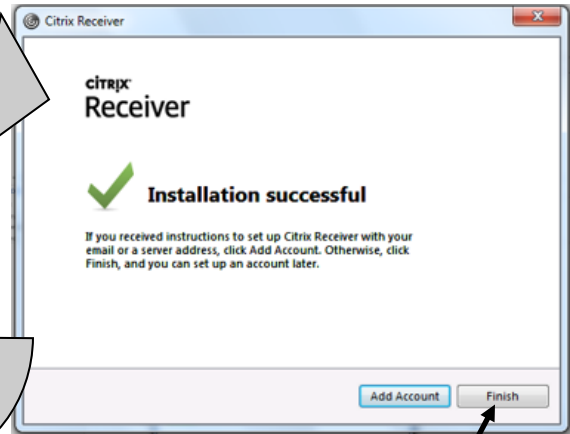
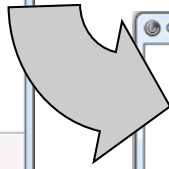
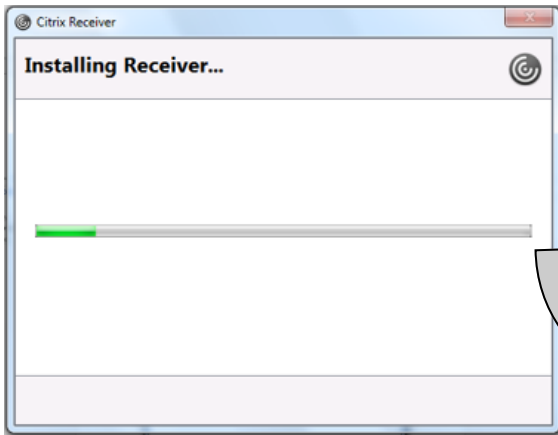
10



11

12





The set up of Citrix is now complete.

To use Citrix now, click the **Log on** link and follow the prompts.

To access Citrix in the future repeat steps 1-5 or see the [Logging in to Citrix from a Windows PC](#) QRG for further guidance.