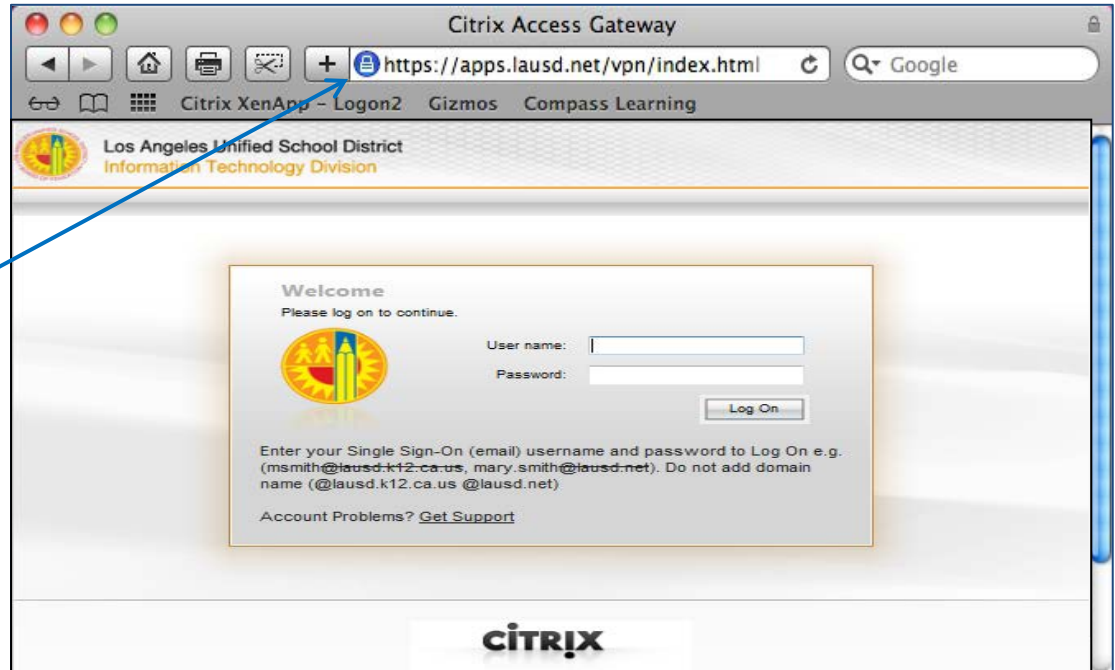


The Citrix Receiver allows the internet, your operating system, and SAP to work together.

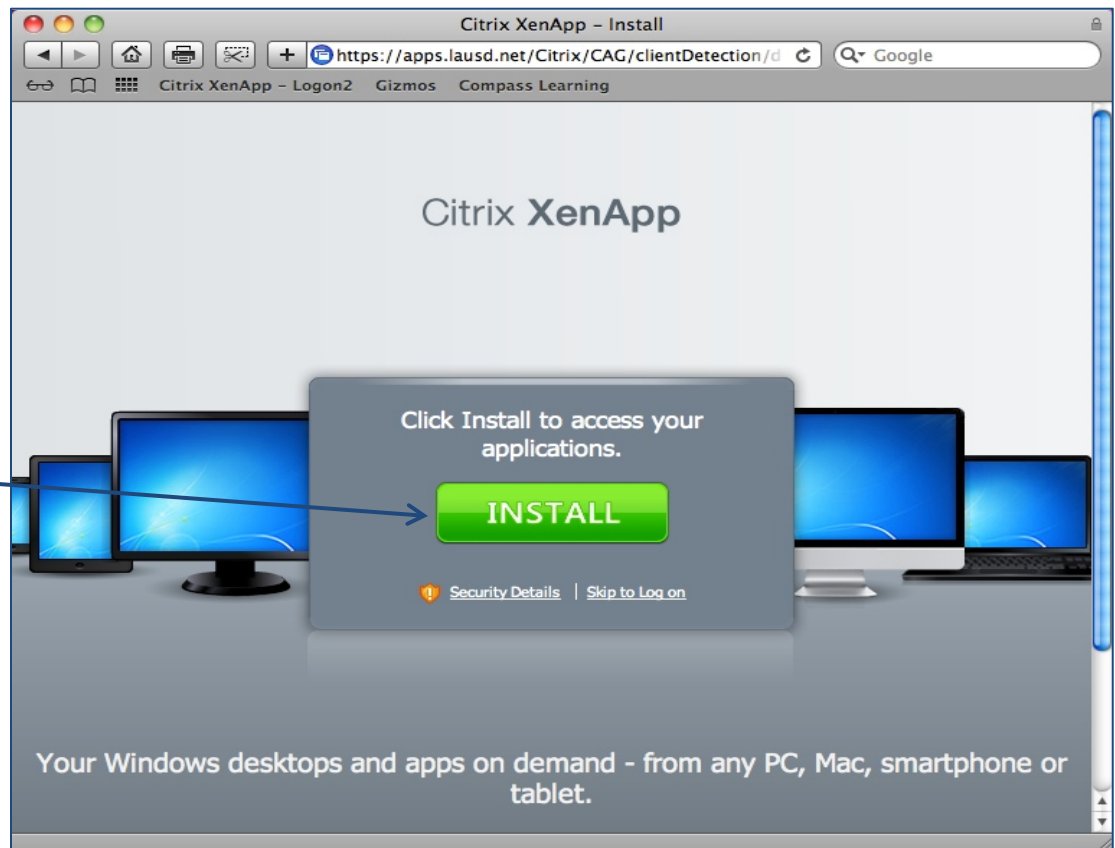
This installation guide will take you through the steps in installing Citrix Receiver on your Mac computer.

- Open Safari.
- Type in <https://apps.lausd.net> in the address field.
- Enter your LAUSD Single Sign-On (SSO) user name and password.
- Click the Log On button.

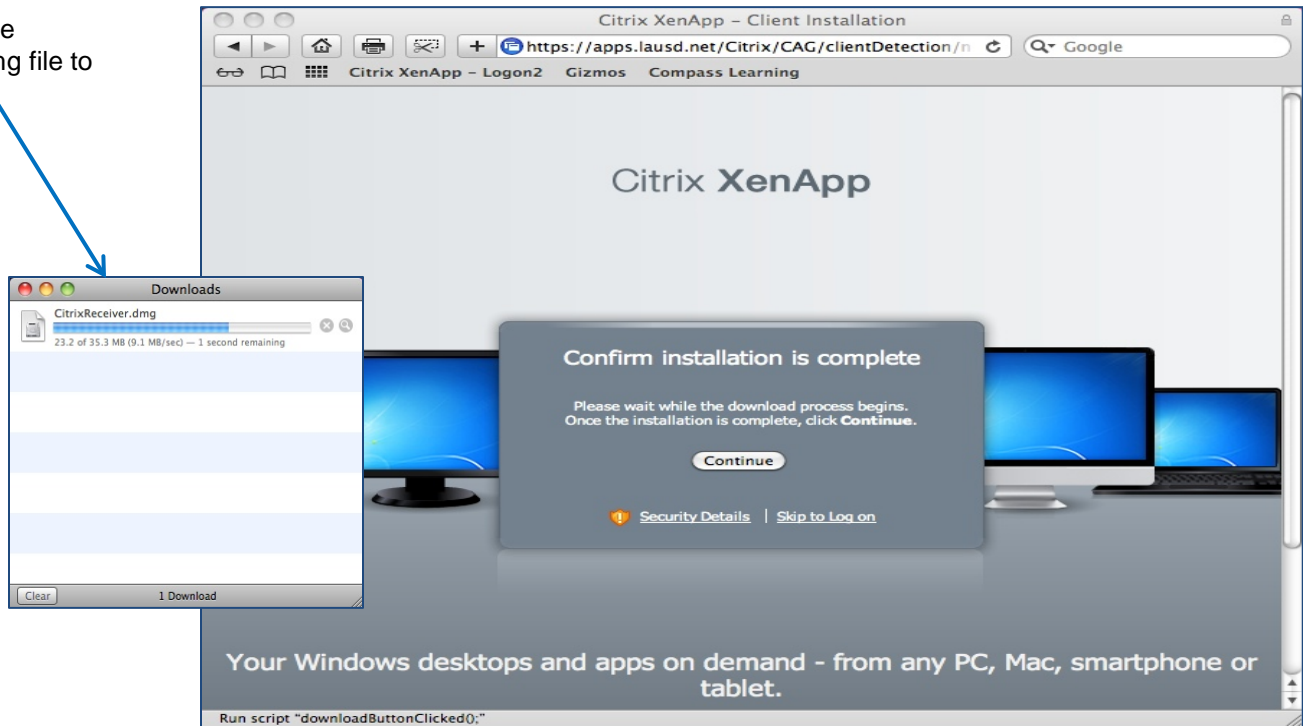


- Citrix will automatically prompt you to download and install the Citrix Receiver.

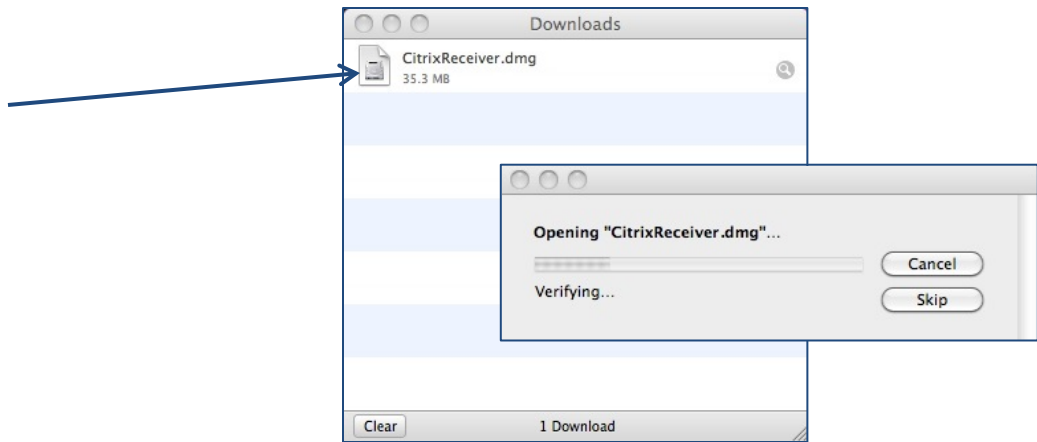
- Click the INSTALL button.



- Please wait for the CitrixReceiver.dmg file to download.



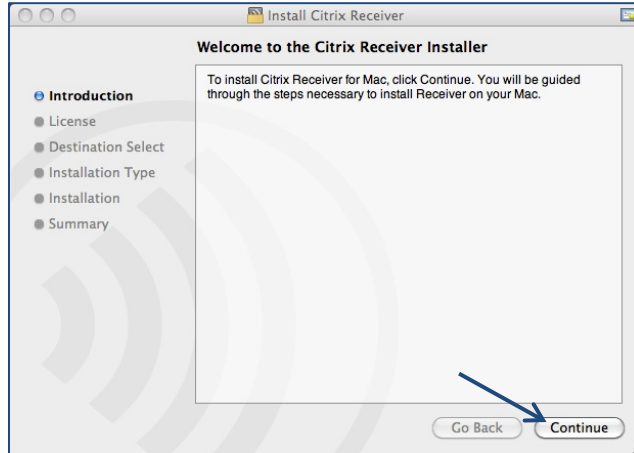
- Once the CitrixReceiver.dmg file finishes downloading click the install application.



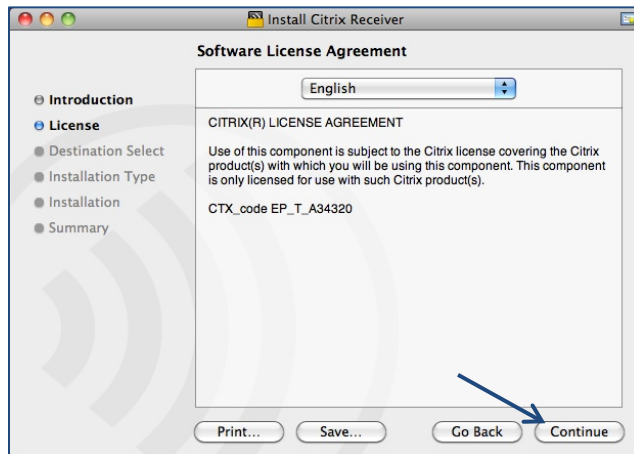
- Click the **Install Citrix Receiver.pkg**.



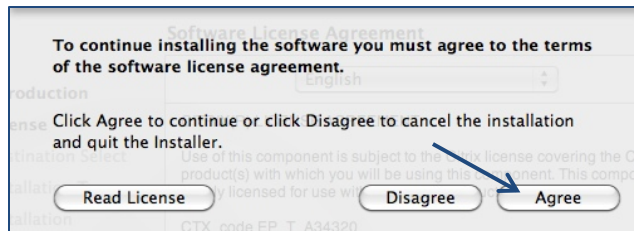
- Click the Continue button.



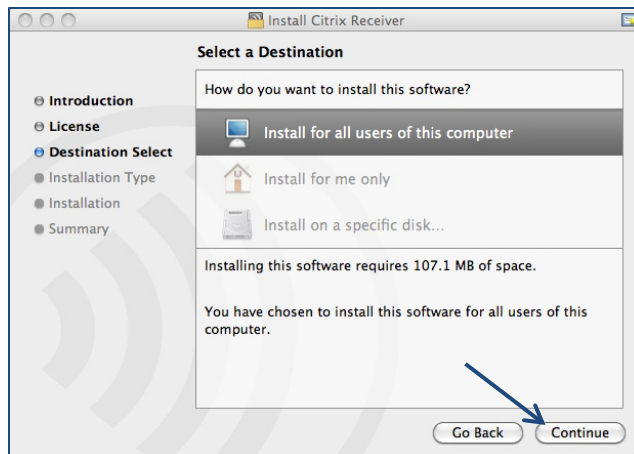
- Click the Continue button.



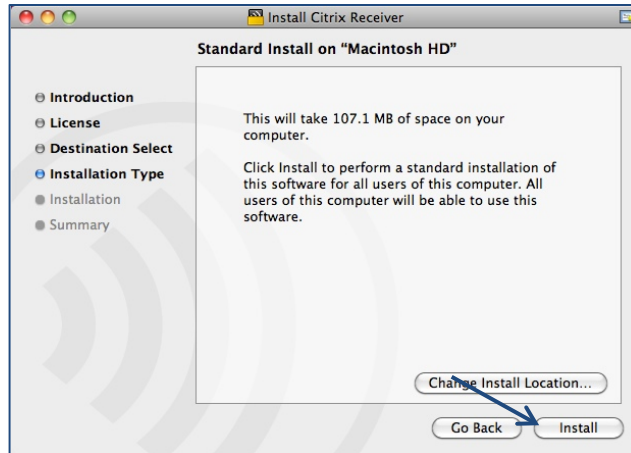
- Click the Agree button.



- Click the Install for all users of this computer.
- Click the Continue button.



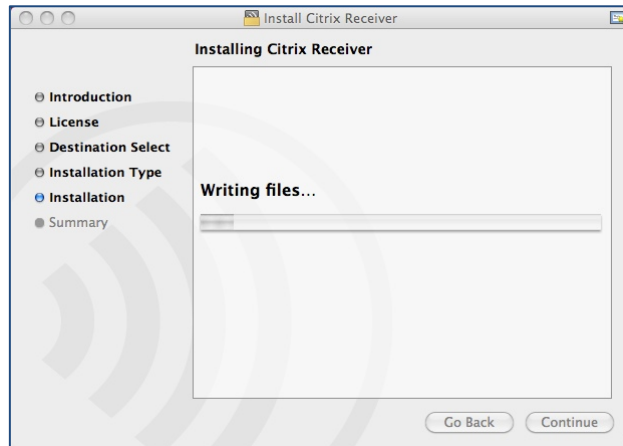
- Click the Install button.



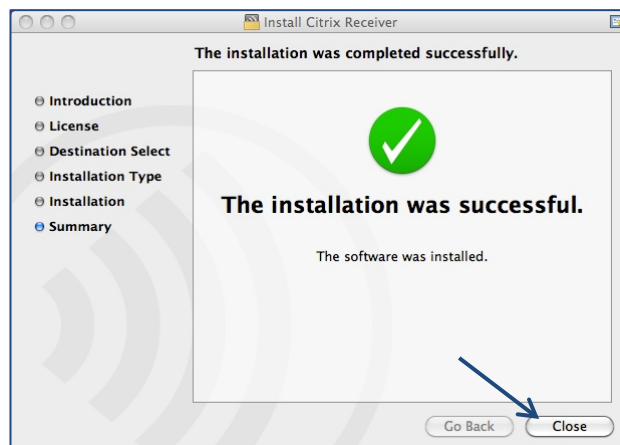
- You will be prompted to enter the user name and password for the computer that you are using. If you do not know the user name and password please ask your supervisor for assistance.
- Click the OK button after you have entered the user name and password.



- Please wait until Citrix Receiver finishes the installation.



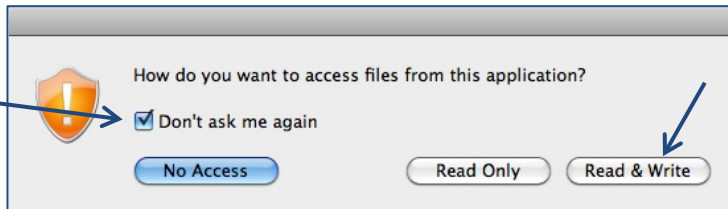
- When the installation is complete click the Close button.



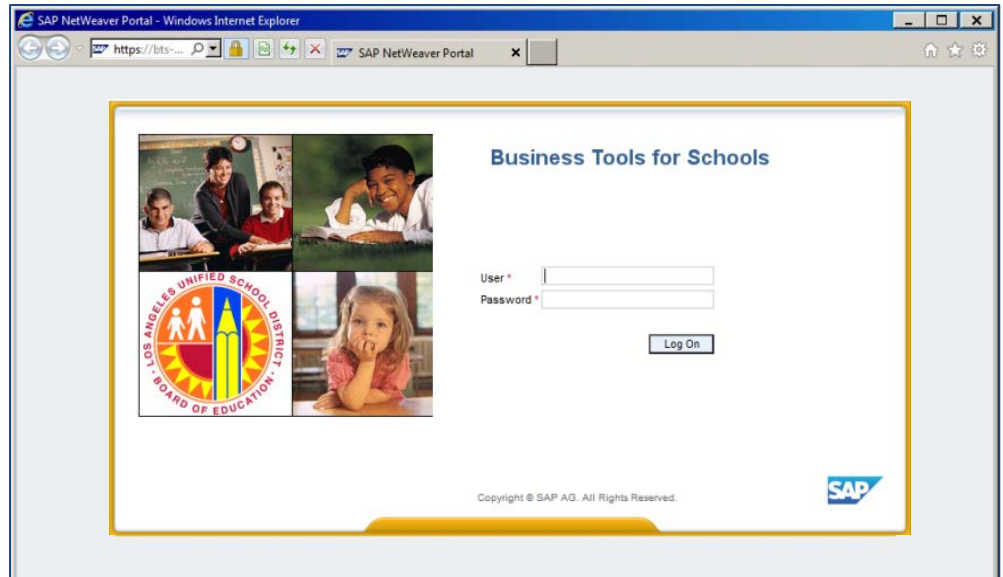
- Safari will navigate to the SAP Portal icon.
- Click the SAP Portal icon to launch portal.



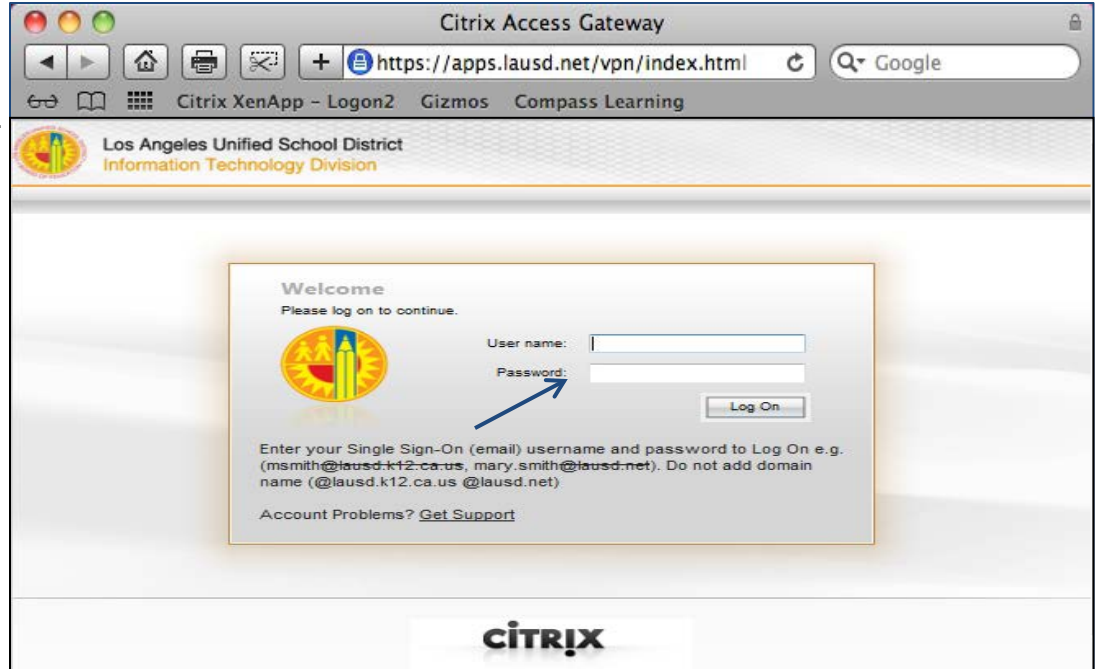
- This is a one time alert. Check the **Don't ask me again** checkbox.
- Click the Read & Write button.



- If this is your first time logging into Citrix, it might take 1-2 minutes before the portal launches. During this time Citrix is adding your Single Sign-On (SSO) credentials into the system. Accessing this will be much faster at your next log in.
- Your installation is complete.



- At your next log in, open your web browser and type in <https://apps.lausd.net> address field.



- Then click the SAP Portal icon.

