CITRIX Upgrade
Frequently Asked Questions #1

How do I Change the size of my Icons?

•Right Click on the Citrix desktop
•Select "View"
•Select the size Icon of your choice.
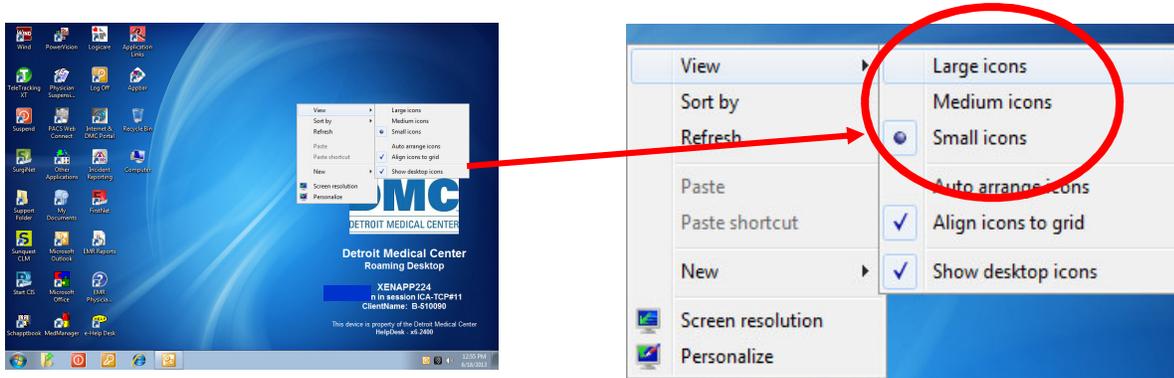
Where will I find my documents?
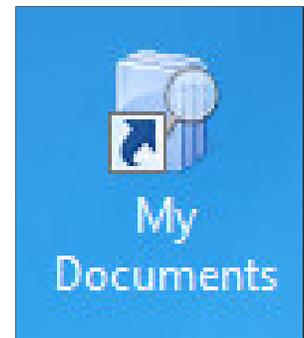
Your documents are located in your "My Documents" folder found on the Citrix Desk Top.

How do I suspend my session?

You can suspend your session?
from two locations, they are:
•From the "Suspend Icon" on
 lower portion of the screen.
•From the "Suspend" Icon on the
 Citrix Desk Top.

How do I log Off?

You can "Log Off" from
 one of 2 locations, they are:
•From the "Log Off" icon on
  the lower portion of the screen.
•From the "Log Off" icon on the
 Citrix Desk Top.

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How can I tell what applications I have open?

You can tell what applications are open by looking at the bottom of the screen. Microsoft Office and Powerchart are currently open.

How do I access the Intraweb?
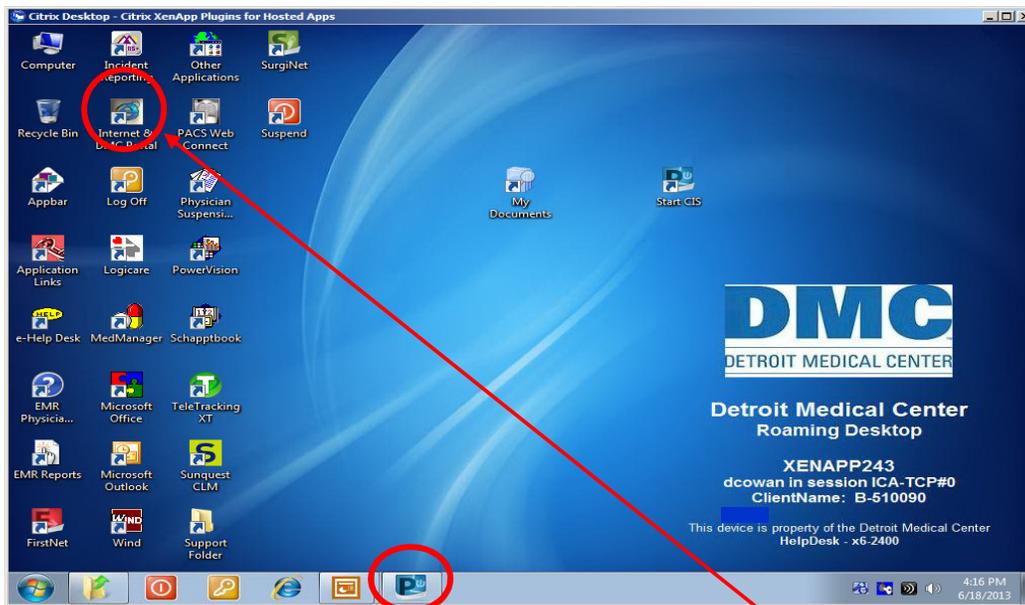
You can access the Intraweb
 from two locations, they are:
•From the "Internet Explorer" icon on
  the bottom portion of the screen
•From the "Internet & DMC Portal"
• Icon on the Citrix Desk Top.

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