

## **Installing Citrix Workspaces and connecting remotely**

To log into Dane County systems remotely, open an internet browser (preferably Edge, Chrome, or Safari) and browse to <https://dcapps.connect2dane.com>

Enter your username and password.

You will then get prompted to enter information that you set up during the self-registration process. Specifically, the site will want your four-digit personal verification number (PVN) and a grid challenge (either an eGrid or soft token).

If this is your first time logging in, you will need to install the Citrix Workspaces application. The DCApps website will give you a download button and wait for you to install the software.

Installing the software is very straightforward. You simply need to click ‘next’ several times. One page will ask about “app protection” and that isn’t something we need. You can leave that box unchecked. After the install is finished, Citrix Workspaces may open and ask you to enter an email address. There’s no need to do that either. Simply close that window and go back to the DCApps site.

After Citrix Workspaces is installed, you may need to log into the [DCApps site](#) again. That shouldn’t be the case for everyone but some browsers require it. This time, instead of needing to install the application, you will be presented with a list of your available remote applications.