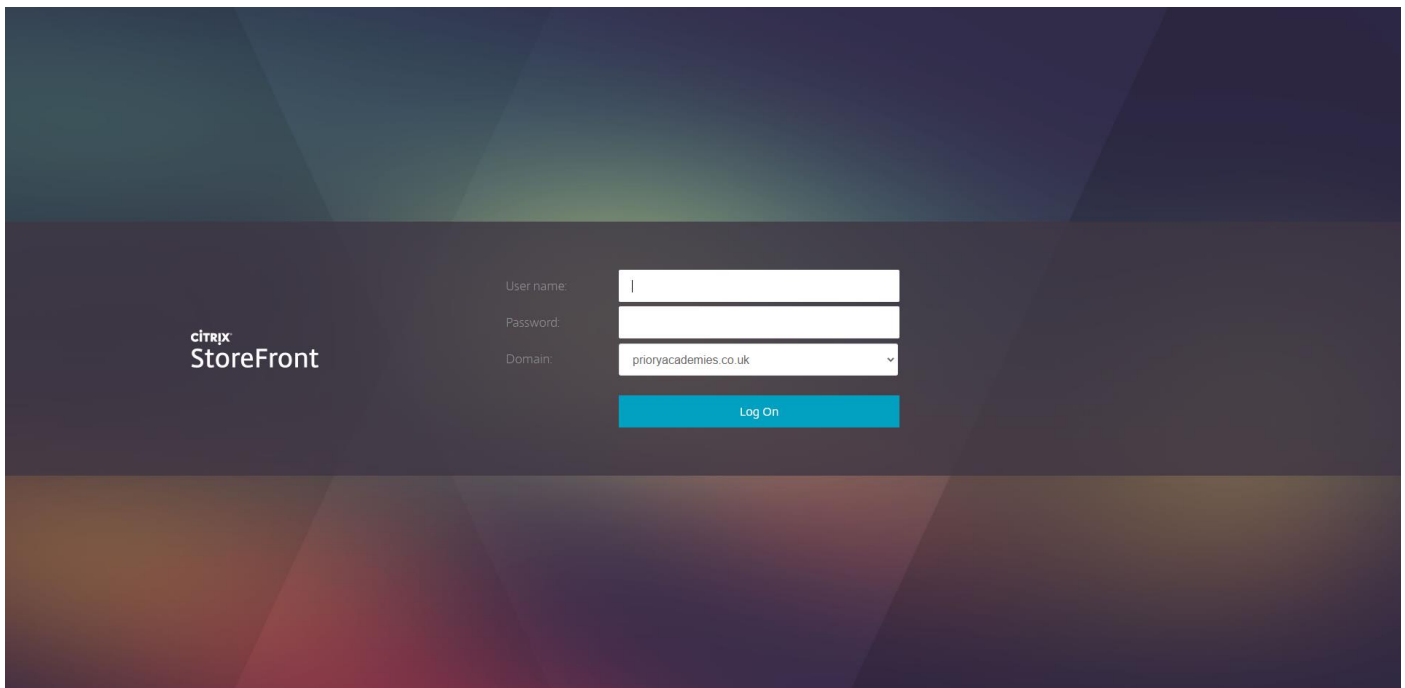# Help with logging on to your school user area from home using Citrix and accessing the Home Learning resources on SharePoint
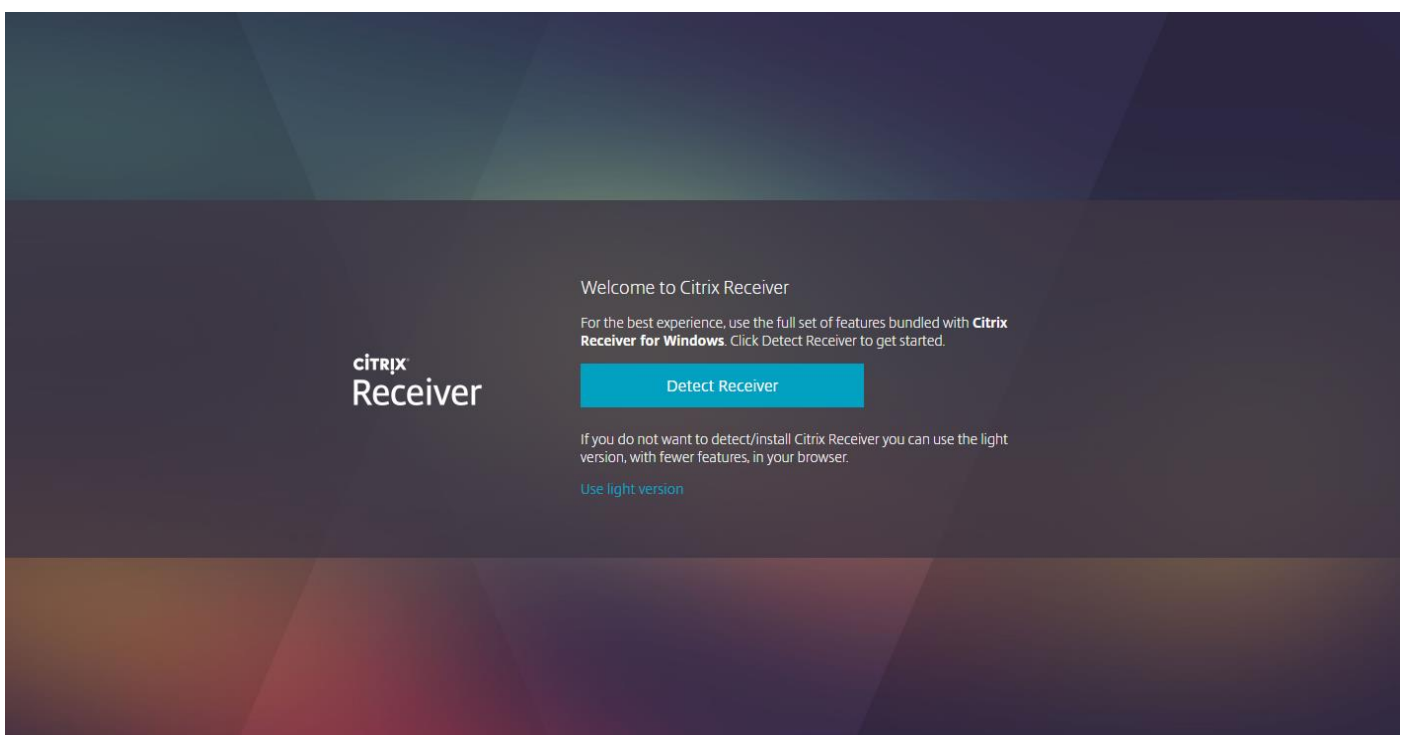
Access Citrix on your computer

You can access Citrix by clicking on the following link: https://desktop.prioryacademies.co.uk/Citrix/externalWeb/ to log on to your school user area from home. Here you will need to enter your usual school username and password.
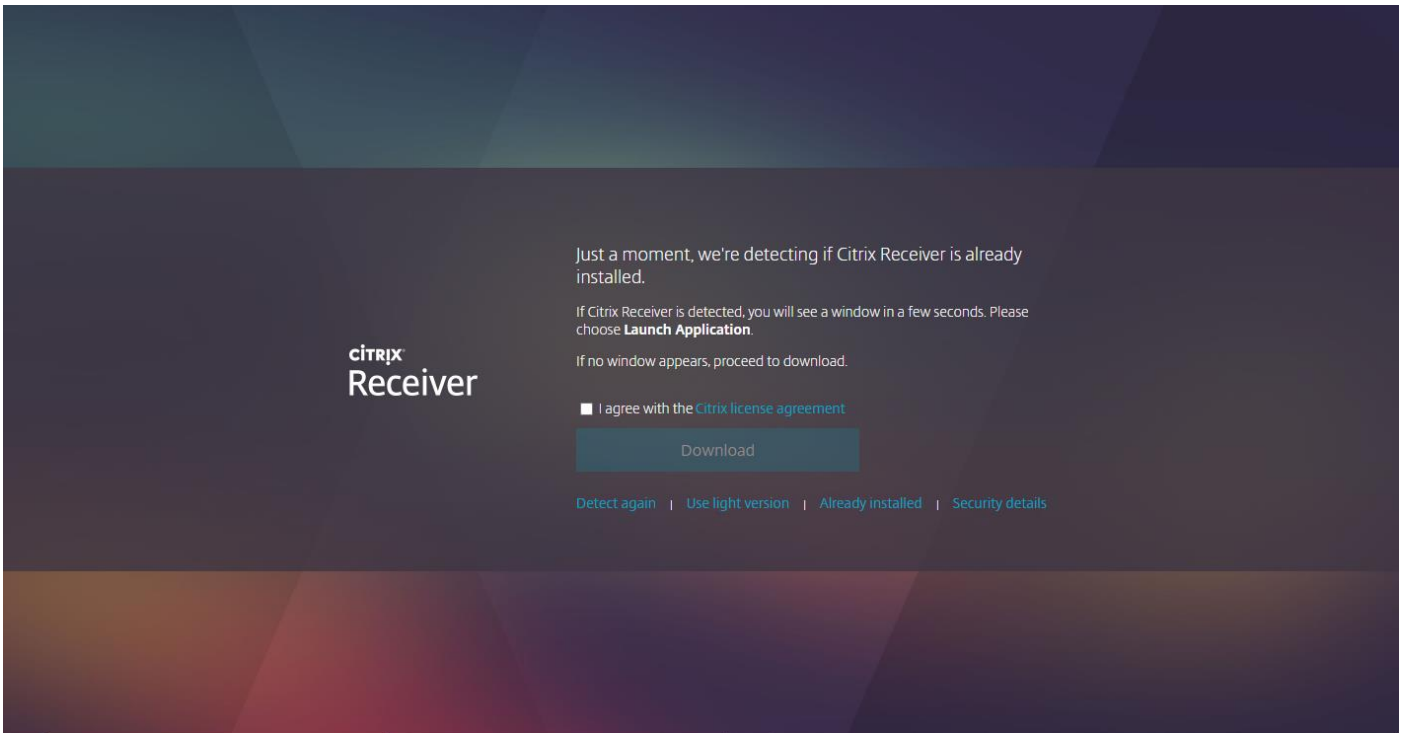

If this is your first time accessing Citrix, it will ask you to Detect Receiver to get started. Click **Detect Receiver** and this will navigate you to install the Citrix Workspace app.

If you already have the Citrix Workspace application installed, you will see a window pop-up in a few seconds to launch the application. If not, you can download the Citrix Workspace application, by selecting "I agree" and click Download. Your browser will then begin to download Workspace.
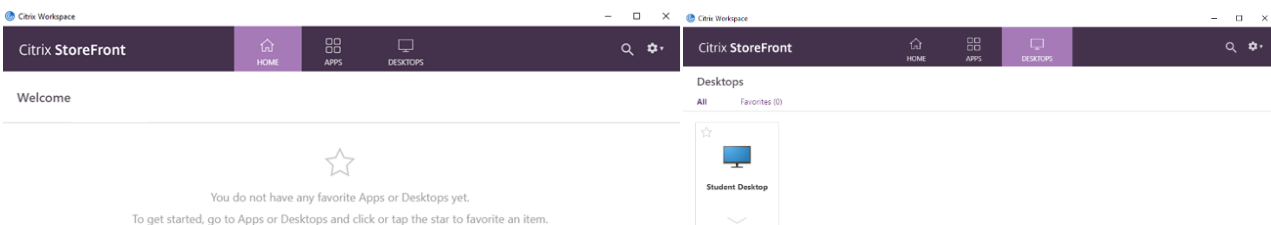
If you do not wish to Install Citrix Workspace, you can choose to log on without installing the application and **Use light version** in your web browser instead. This will open a new browser window and begin connecting to your desktop.

If you choose to install the Citrix Workspace app, run the installation file and follow the on-screen set up instructions to install Workspace.

When the installation has finished you will get the option to add an account, select **Add Account** and it will ask you to enter your email or server address. You can either enter your school email address, which is your username @prioryacademies.co.uk, OR enter **desktop.prioryacademies.co.uk** and then this will prompt you for your username and password.
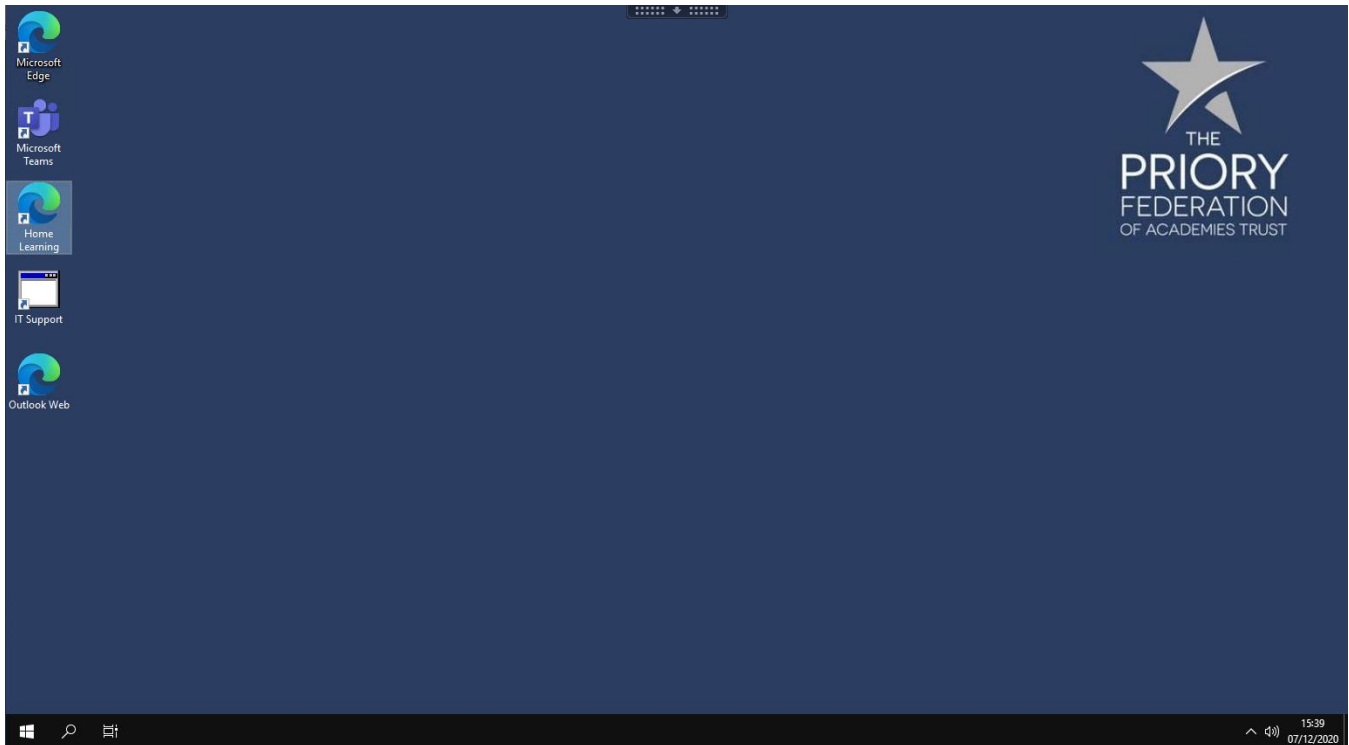
When you log in, you will see the following screen, click on **DESKTOPS** at the top and select **Student Desktop**
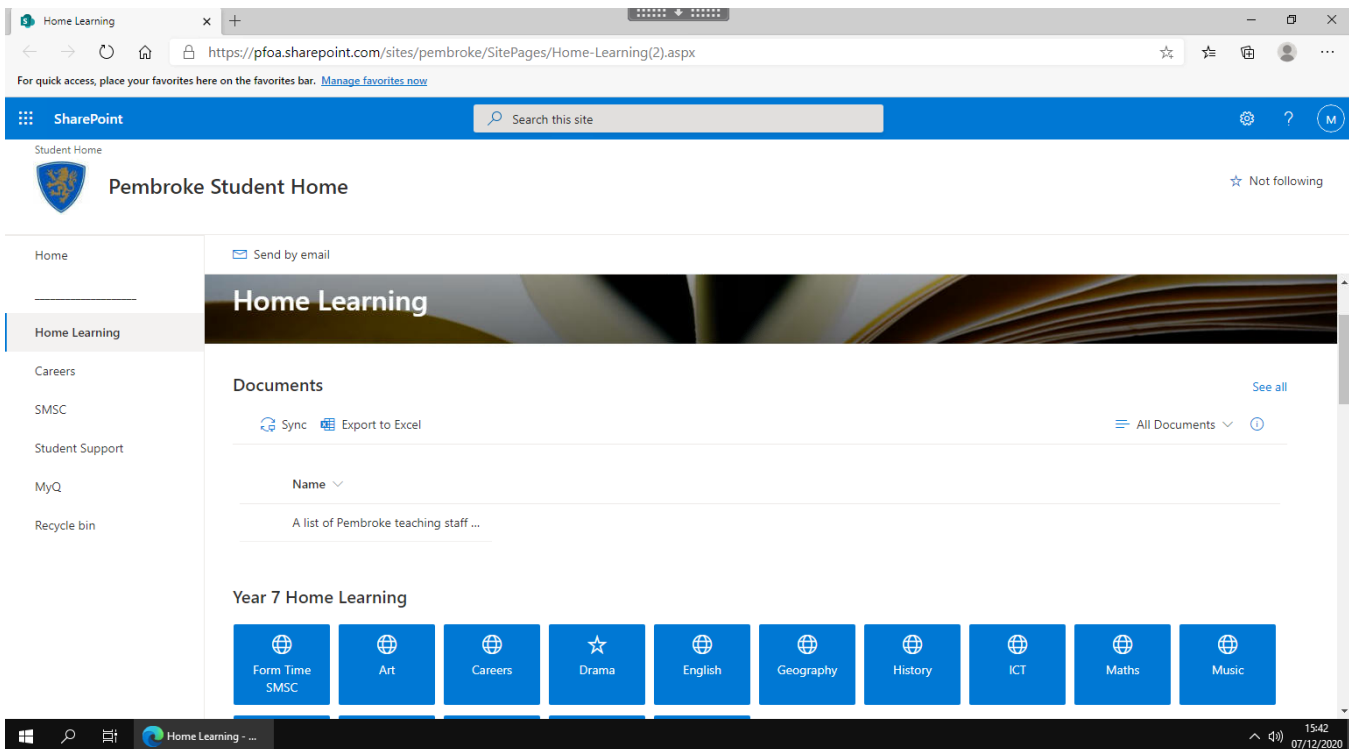

Once you click on Student Desktop, it will connect to your school desktop.

Access Home Learning on SharePoint using Citrix

When you are logged in and connected to your Student Desktop on Citrix, double-click on the **Home Learning** shortcut on the Desktop to access the Home Learning page.

You will be directed to the Home Learning section of SharePoint as shown below. Select the appropriate academic subject under your year goup heading to view the resources for that subject.

Please note: When you launch a Word document or PowerPoint from Home Learning, you may be asked to sign in. Type in your email address (your username @prioryacademies.co.uk) to view the document.