Here are the basic Citrix instructions:

For any machine that does not have Hyperspace icons on the desktop, do the following:

- 1. Go to Start  $\rightarrow$  Control Panel
- 2. Open up the Add/Remove Programs. For Windows XP machines, double-click the Add/Remove programs group. For Windows 7, double-click the Programs and Features icon
- 3. Look for Citrix in the add/remove. If found, uninstall it then reboot the machine
- 4. After reboot, click Start → Run (or Search box in Windows 7) and key in <u>\\sh-csrv1\guest</u> (note that you must be logged on to the computer as someone with domain credentials)
- 5. Once the share window opens, double-click Internet folder
- 6. Double-click the Citrix folder
- 7. Double-click the file *CheckAndDeployCitrixReceiverEnterpriseStartupScript.bat* and let it run. It will remain opened while it's installing, and then close once it's finished
- 8. After it finishes, restart the machine and the icons should come up

If after restarting the machine, the icons still do not come up, open a ticket and assign it to Desktop Support. The ticket should include name of end-user, contact number of end-user, location, and name of computer of possible, along with details of the problem and steps you have already taken.