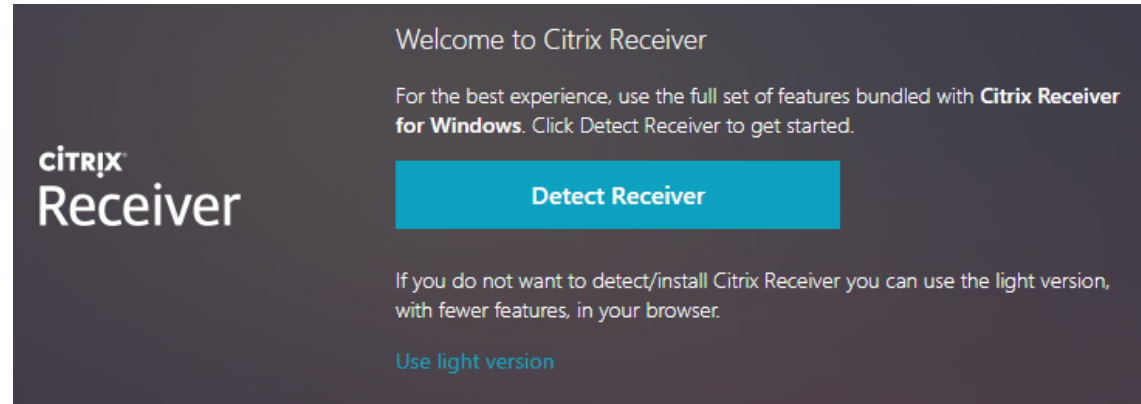


- The App Depot system can be used on college-owned and personally-owned computers with the Windows and Macintosh operating systems.

Complete the steps on the following pages to install and use App Depot for the first time.

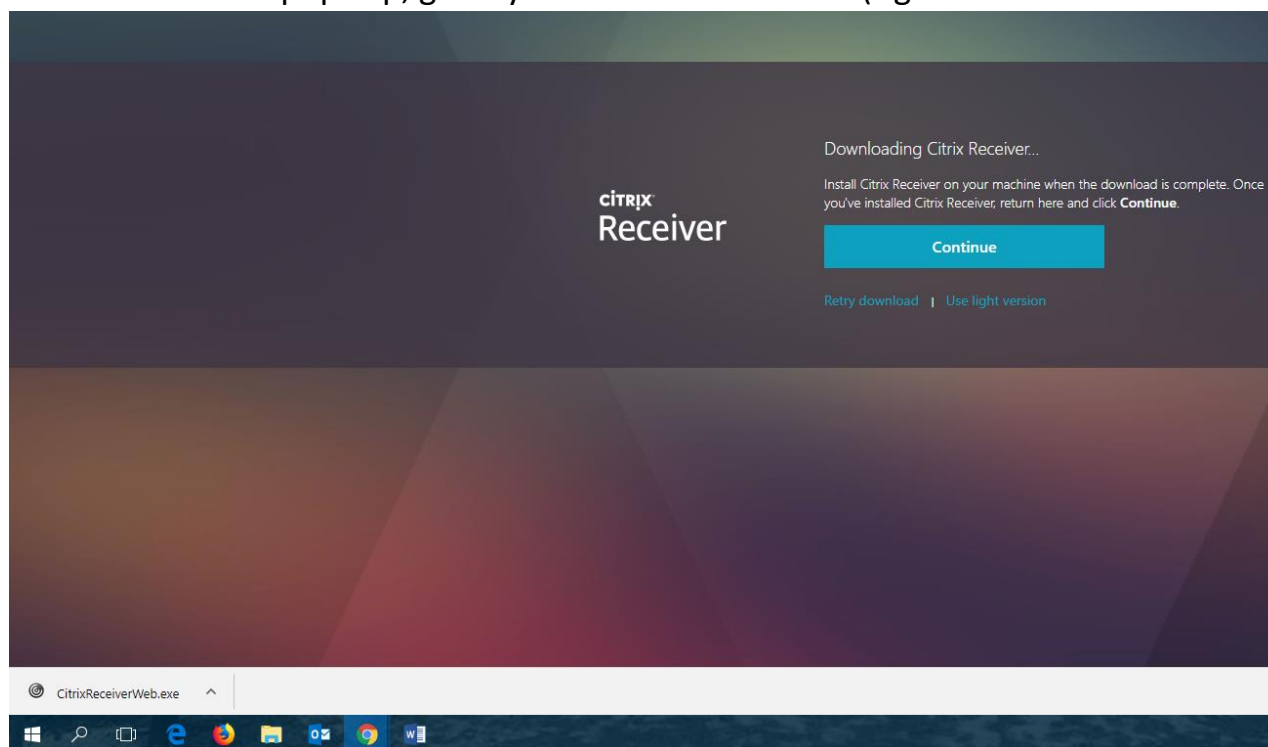
1. To access App Depot, enter the following exact URL in your web browser <https://appdepot.sinclair.edu>
2. Login with your Sinclair network username and password
3. If you are using Chrome, you can click on **Use light version** and skip to step 16.

If you are not using Chrome and are on a Sinclair PC, you will need to run **Make Me Admin** and then click **Detect Receiver**. You only need to do this the first time you access App Depot.



4. Put a check next to **I agree with the Citrix License agreement**. Then click **Download**.

5. When this screen pops up, go to your Downloads folder (right-click Start and launch **File Explorer**).



6. Right click on **CitrixReceiverWeb**.

7. Click **Run as Administrator**

8. Type in your username and password.

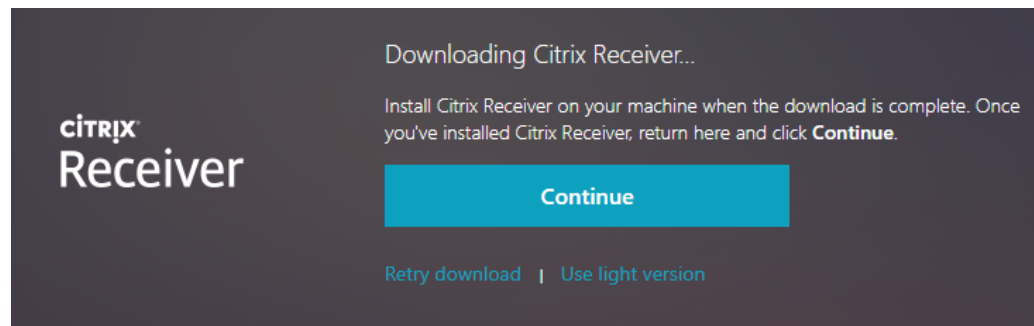
9. On the *Welcome to Citrix Receiver* screen, click **Start**.

10. Put a check next to **I accept the license agreement** and click **Install**.

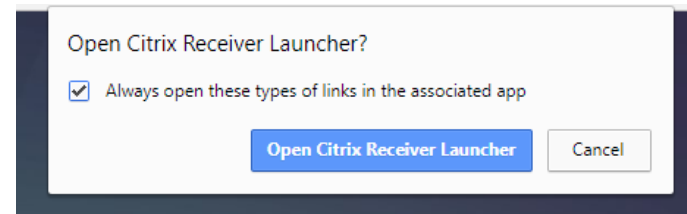
11. On the *Enable Single Sign-on* screen, click **Install**.

12. On the *Installation Successful* screen, click **Finish**.

13. Click **Continue**.



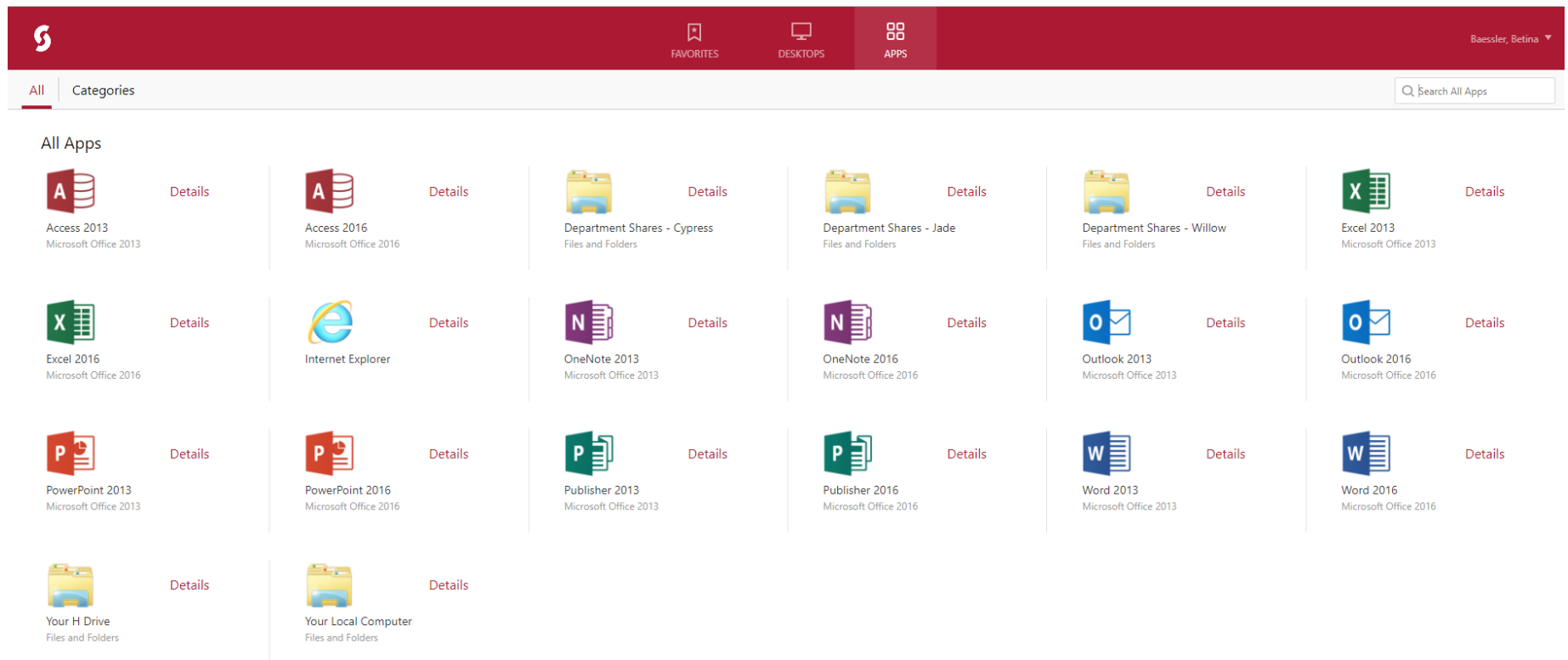
14. Put a check next to **Always open these types of links in the associated app** and click **Open Citrix Receiver Launcher**.



15. If you receive an error message stating the program has shut down, click on **Already installed**. This will bring up App Depot in your browser.

16. When App Depot opens you will be directed to the Favorites screen. From here, you can click on Apps or desktops.

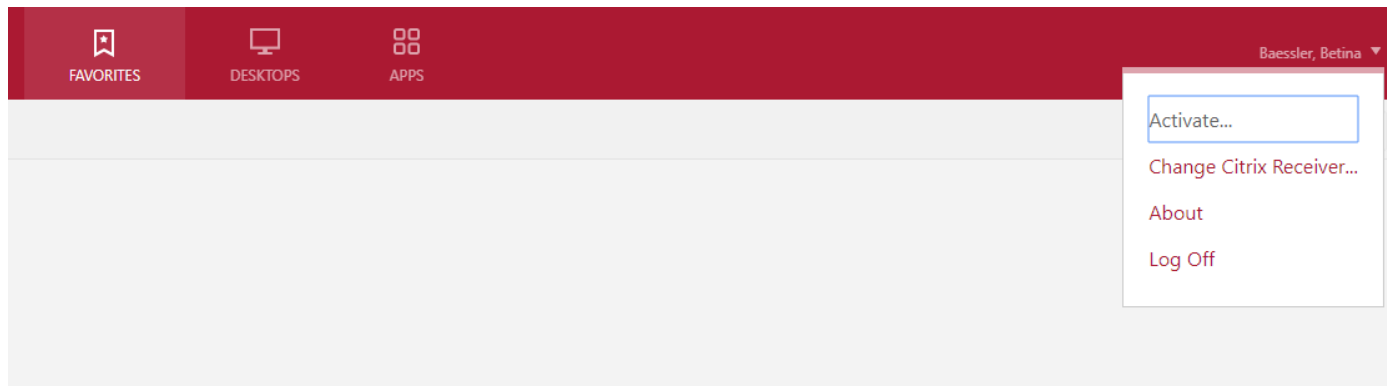
17. From your Apps screen you can access your local computer, your H drive, your shared drives, Microsoft Office and Internet Explorer. You also have the option of viewing applications by category.



18. When you click on a drive, you will be given the option to open or to add to your favorites.

19. When you open a drive or a Microsoft Office application, it will open in a separate window.

20. When you are finished using App Depot, for security purposes, close any open app windows and log off of App Depot.



- To access App Depot for future sessions after the installation and initial setup, open your web browser and go to: <https://appdepot.sinclair.edu>
- Login with your network username and password.
- App Depot will time out after a period of inactivity.

For questions or additional information, contact the IT Help Desk at 937-512-4357 or at helpdesk@sinclair.edu.