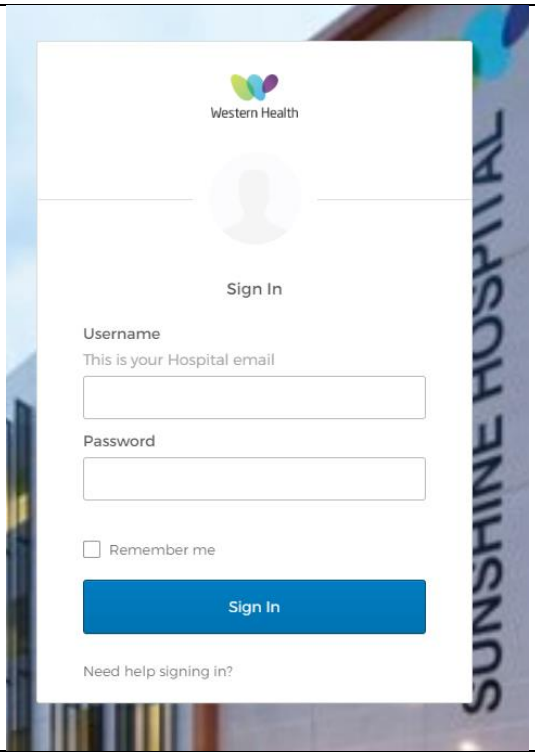
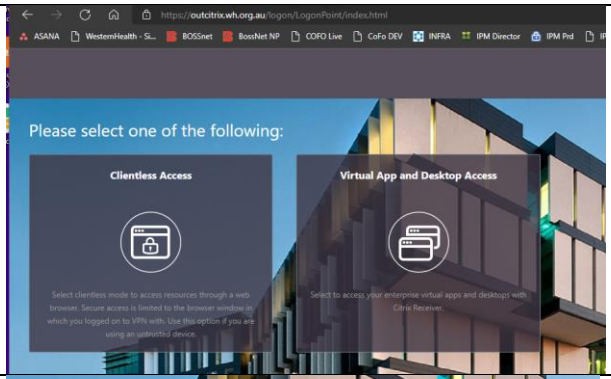
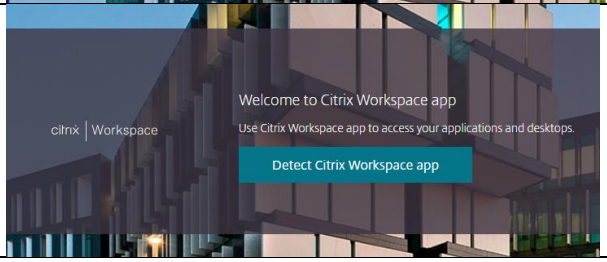
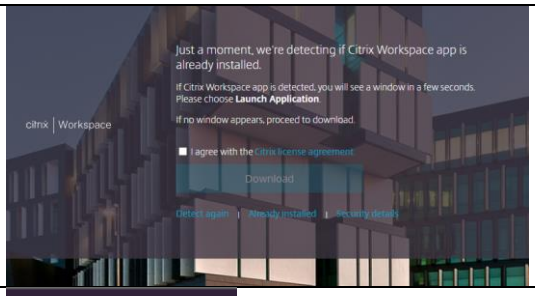
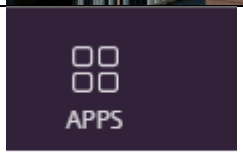
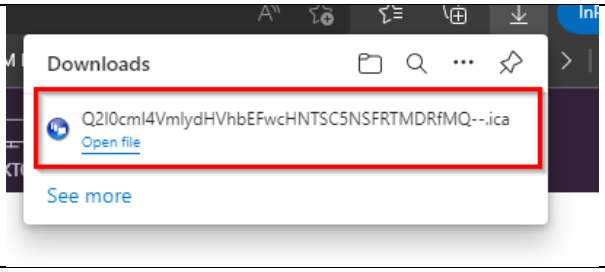
Remote Access Guide for Vendors

Pre-Requisite:

a. **Install the latest Citrix Receiver on your computer.**
b. **Western Health vendor account has been created and account details provided.**

Steps to Remote Access:

1. Navigate to https://outcitrix.wh.org.au	
2. Enter the vendor company email address. In the password field, enter the password provided by WH.	
3. Complete Multi-Factor Authentication setup.	
4. On registering to Okta and completing MFA setup, system will prompt you to setup a new password.	
5. Select Virtual App and Desktop Access	
6. Click on detect Citrix workspace App	

7. Clicked on **Already Installed**	
8. **Click** on Apps icon	
9. Click on **Follow Me Desktop**	
10. **Click** open file	
11. **Follow me desktop should load up now.**	