

How to Change Your Citrix Password

Start the Application:

Start the application by opening Internet Explorer and go to <http://www.lojic.org/main/citrix/login.htm>. Click on the **LOGIN** icon.

Enter your Citrix username and password in the Citrix Login window. Click on the **LOG IN** button.

Change Citrix Password:

After successful connection to the LOJIC Citrix server, you will see a window containing icons of available applications. Click on the **Settings (gear)** icon. Click on the **Change Password** button.

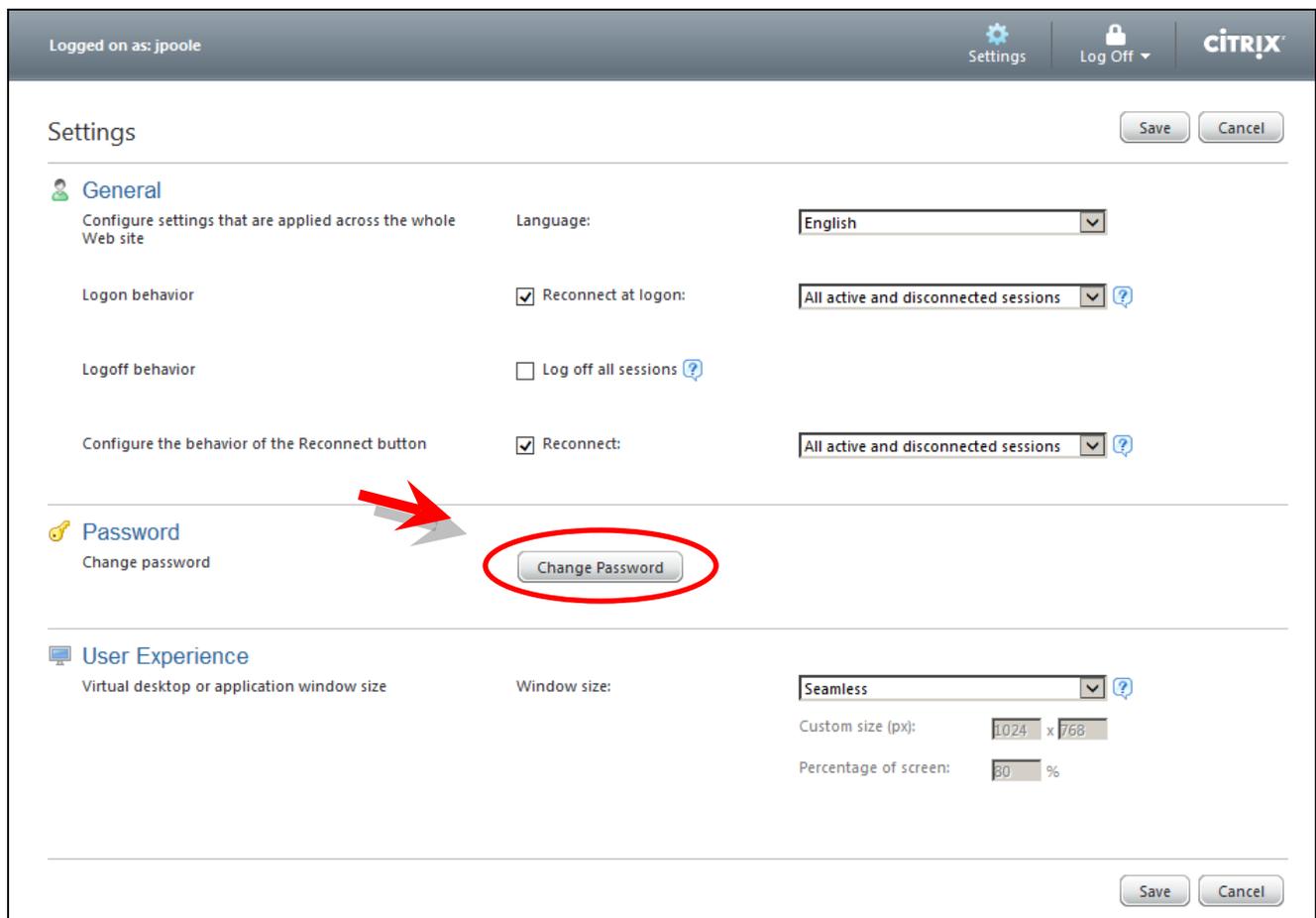


Figure 1 - Citrix Application window with Change Password button circled in red.

When the **Change Password** window appears (Figure 2), enter your old Citrix password and your new Citrix password. Click the **OK** button to activate your new password.



The image shows a dialog box titled "Change Password". At the top, there is a subtitle: "Consult your help desk or corporate security policy to learn about your company's password guidelines." Below this, there are three input fields: "Old password:", "New password:", and "Confirm password:". Each field is followed by a rectangular text box. At the bottom of the dialog, there are two buttons: "OK" and "Cancel".

Figure 2 - Citrix Change Password

Important: Changing your Citrix password does not change your Database password.