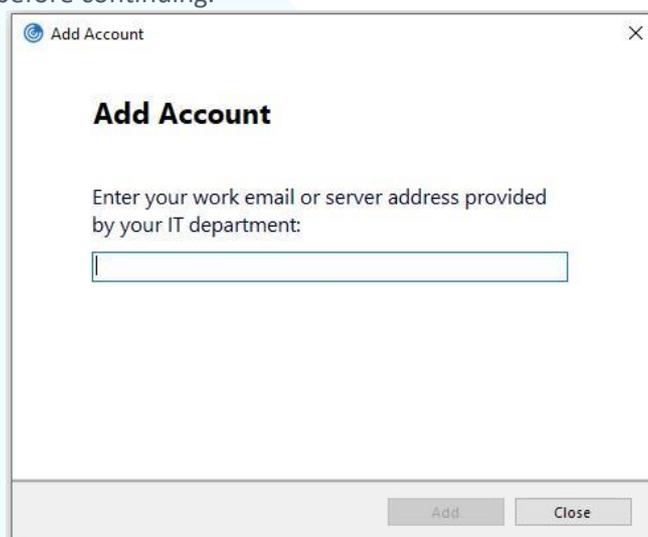


Citrix Workspace Setup

Downloading Workspace

1. Start by downloading Workspace onto your computer by clicking the following link: www.claratti.com/workspace, and download the Citrix Workspace Driver.
2. After the download is complete, open your Downloads folder in Windows File Explorer and double-click the 'Citrix Driver' file.
3. Once the application has opened, enter your cloud address provided by Claratti, and click continue. It may ask you to update to the latest version of Workspace, make sure to do this before continuing.



Add Account

Enter your work email or server address provided by your IT department:

Add Close

Two-factor Authentication Setup (2FA)

When logging into Claratti Workspace, you will be presented with a screen like below. You will need to enter your username, password, and a token. Your username and password should already be provided to you, the last step involves setting up an Authenticator app on your phone.



Username

Password

Password Token [Don't have a token?](#)

Sign In

citrix

[English \(US\)](#) [Privacy Policy](#)

You can use any authenticator app, but if you do not already have one, we recommend using Microsoft's Authenticator App. Follow the steps below to download and set it up.

1. Open the Google Play or App Store on your phone and search for the 'Microsoft Authenticator App'.
2. Once downloaded onto your phone, click the 'Don't have a token?' button on the Claratti Workspace login screen.
3. On the next screen, enter your Workspace username and click 'Next'.



Claratti Workspace

CLARATTI

To register a token device, you first need to verify your identity. Enter your username below to send an email with a verification code.

Username

Next

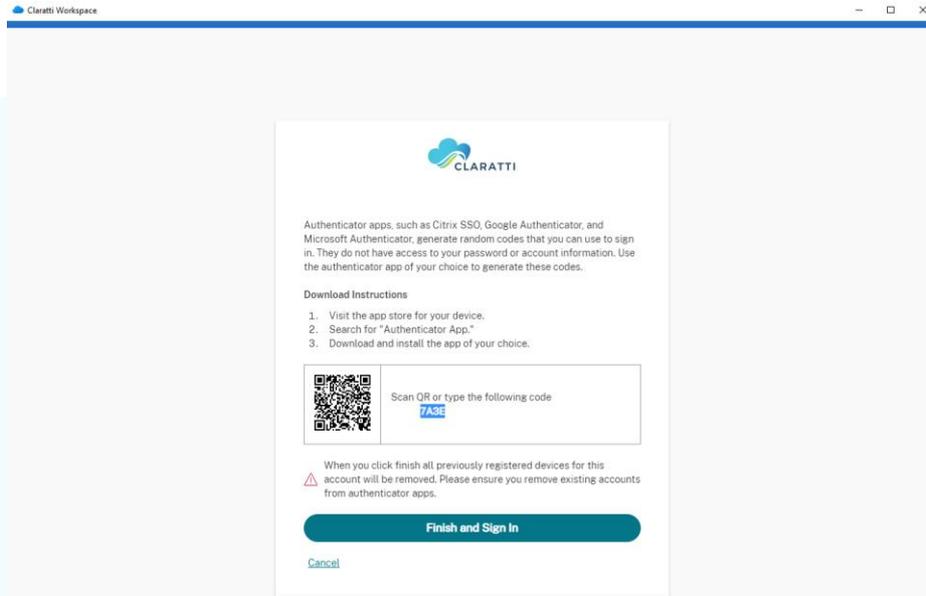
[Cancel](#)

citrix

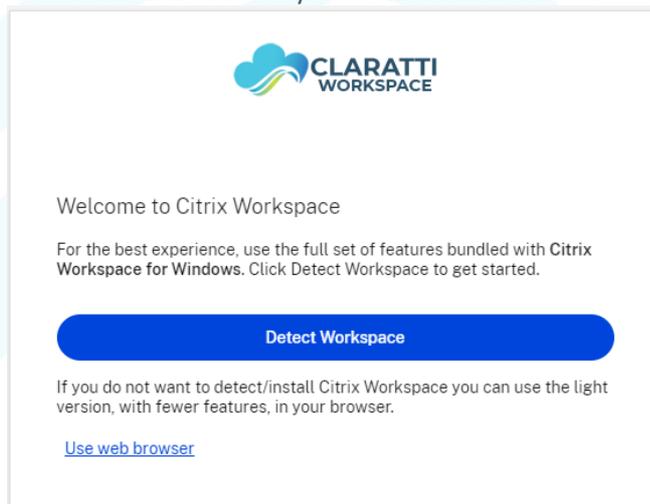
[English \(US\)](#) [Privacy Policy](#)

4. After clicking 'Next', you should receive an email with a code. Enter the code and type your Workspace password in and click 'Next'.
5. After clicking Next, you will be provided with a QR code to setup 2FA. You will need to add this to your authenticator app. Follow these instructions if you are using Microsoft Authenticator.

- a. Press the three-dot symbol in the top right of the screen.
- b. Press the 'Add account' button.
- c. Select 'Other account'.
- d. Scan the QR code with your camera.
- e. You should now see a new six-digit code on your phone under Citrix, this is your Claratti Workspace 2FA password token.



6. Back on your computer screen, click 'Finish and sign in' to be taken back to the login screen and now enter your details. Enter your username, password, and password token from your phone. This code will change every 30 seconds for security, so be quick!
7. On the next screen, click 'Detect Workspace' and leave the application for around 30 seconds. Once detected it will redirect you to the launch screen.



8. On the launch screen, click the monitor symbol to launch your Claratti Workspace Computer. Enjoy!



If you get stuck, please don't hesitate to call us on 1300 073 085 or email us at support@claratti.com. We are more than happy to help