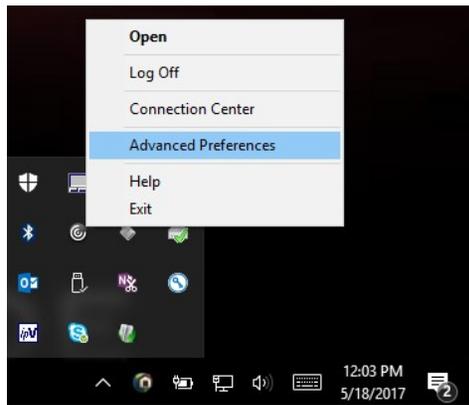
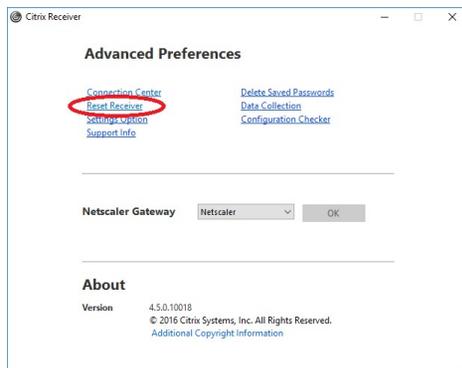


If you have been using Citrix on a non-ETTP computer using an old token (handed out prior to May 2017) and now have received a new token, you will need to make a change on your existing Citrix Receiver setup.

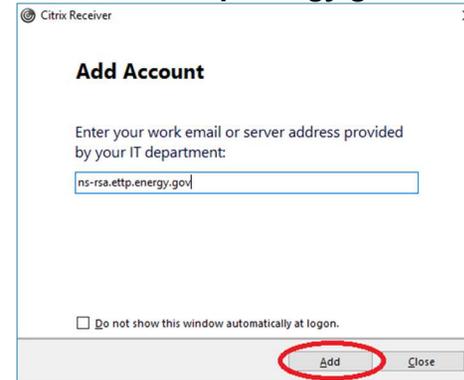
1. Right click on the Citrix Receiver icon in your taskbar and select "Advanced Preferences".



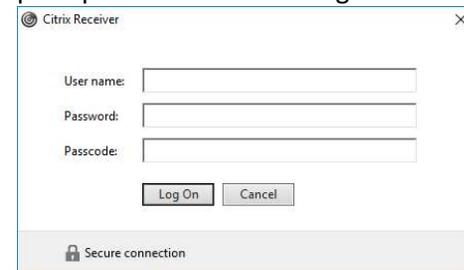
2. Click on "Reset Receiver".



3. Enter **ns-rsa.ettp.energy.gov** and Choose **Add**.



4. When prompted enter your login information.
User Name = 3 character user id
Password = 15+ character password
Passcode = your PIN + RSA token code
Note that if this is your first time logging in you will only use the 6 digits that are displayed on the token, after that you will be prompted to create an 8 digit PIN.



5. Select RSA as the account.

