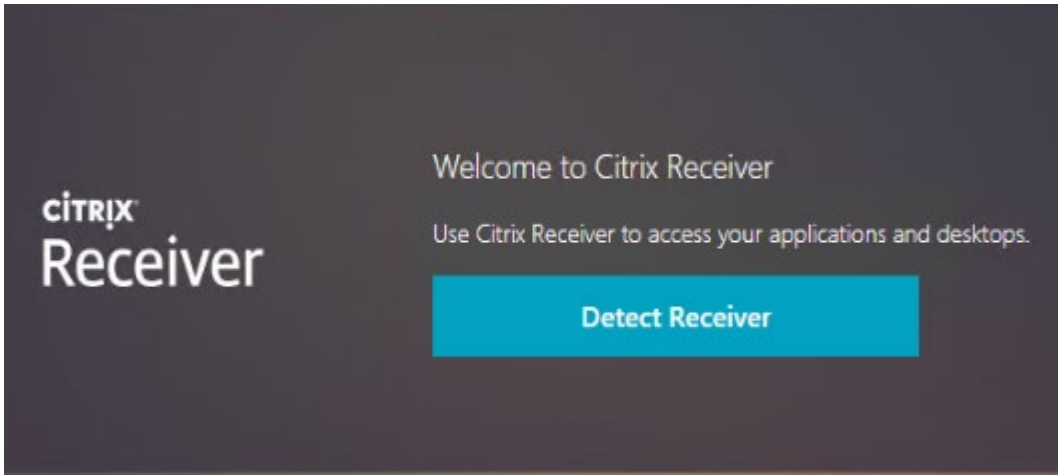
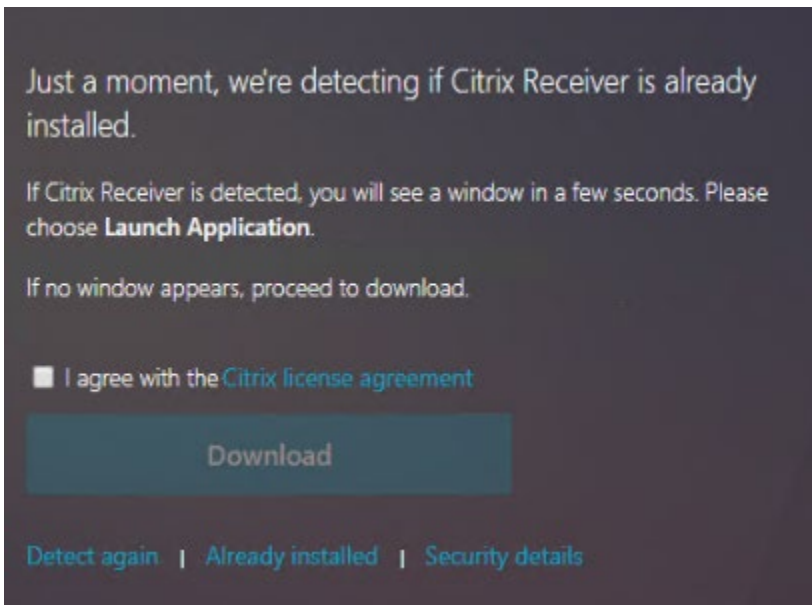


Go to <https://home.sonoco.com/>. If this is your first time going to this website, you will see the screen below. Click the “Detect Receiver” button.



If you don't have Citrix Receiver/WorkspaceApp installed, then check the box that says, “I agree...” and click on download. If you know that you have Citrix Receiver/WorkspaceApp installed, then click on the words that say, “Already Installed.”



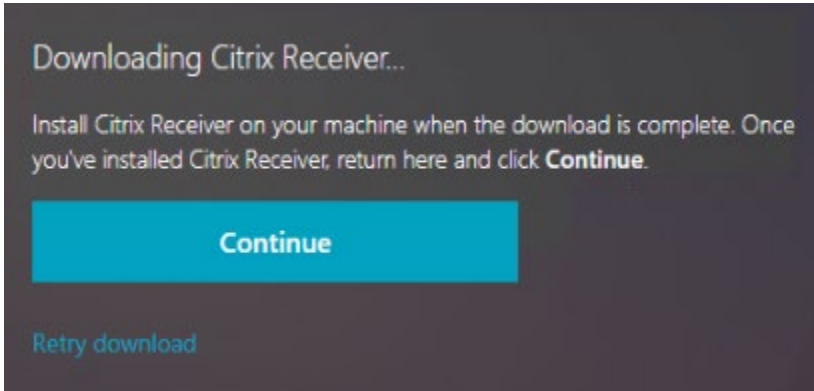
Once the download is complete go ahead and install the software. Click through using the default settings. Do not check the box to Enable Single Sign-on.

## Enable Single Sign-on

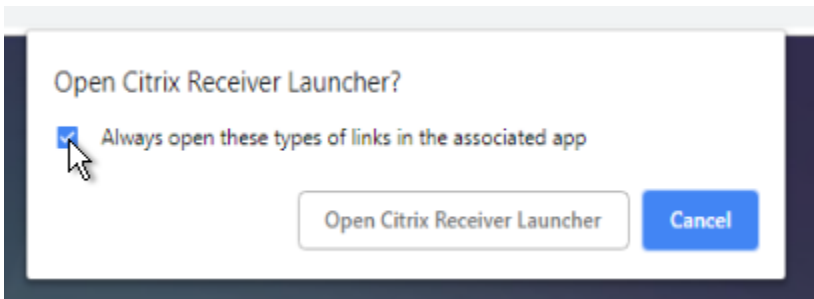
When enabled, single sign-on remembers your credentials for this device, so that you can connect to other Citrix applications without having to log on each time. You should do this only if your IT administrator has instructed you to. This will take effect the next time you log on to this device.

Enable single sign-on

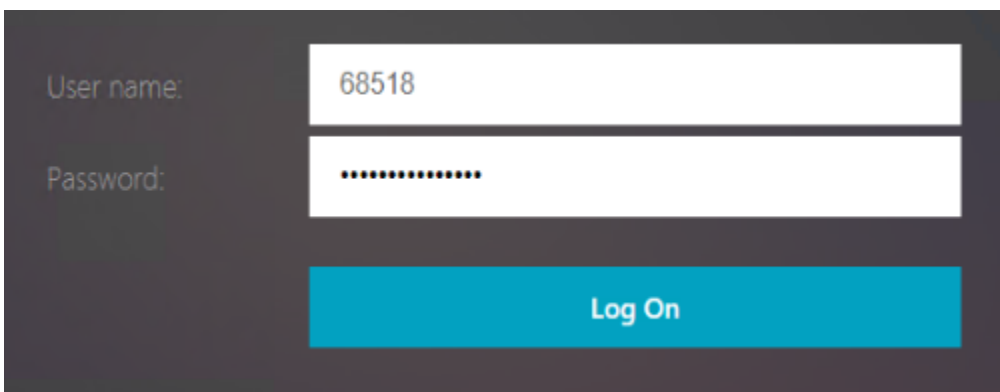
Once the installation is done click on the Continue button.



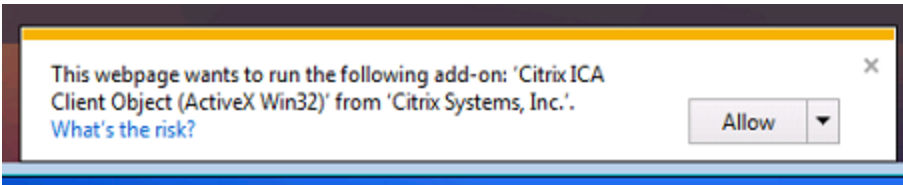
Check the box and then click on the "Open Citrix..." button



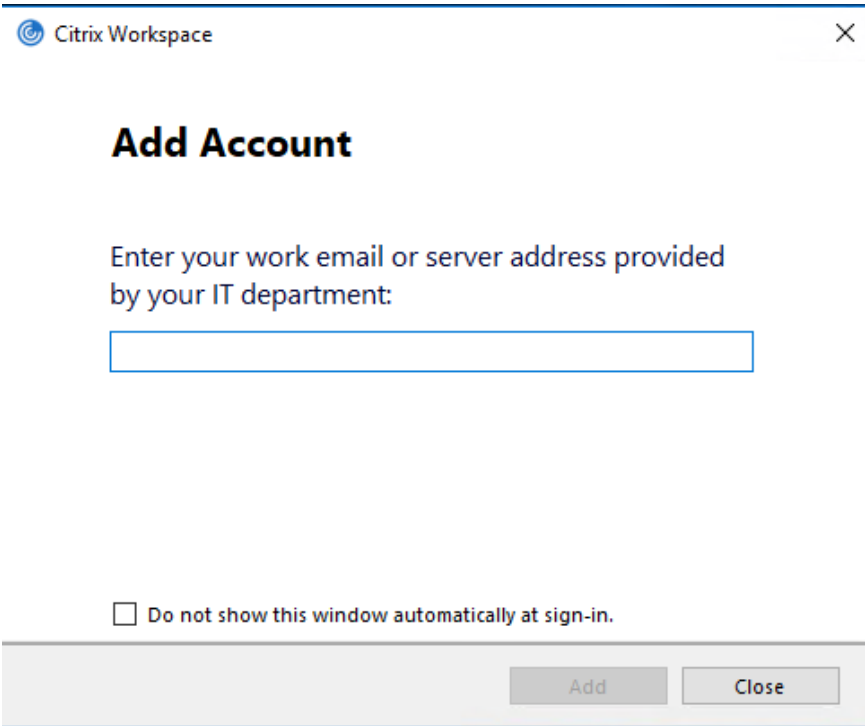
Enter your Sonoco credentials to log into Citrix. You can use your NT ID as your username.



If you are using Internet Explorer you might see the pop-up below. Always allow this add-on.



The next time user logs into their computer a box like the one below will pop up. Check the box to never show again and close. We do not use Citrix's Single Sign-On functionality.



If you have any issues, please contact the help desk @ 843-383-3500 option 1 then option 1. They are fully capable of getting Citrix working.