NWT LIS TIP OF THE WEEK

Module: SoftLabMic	**Software Version:** 4.0.8
Topic: Log into LIS via Citrix	**Issued On:** 2023-02-17
Distribution: All Users	**Page:** 1 of 1
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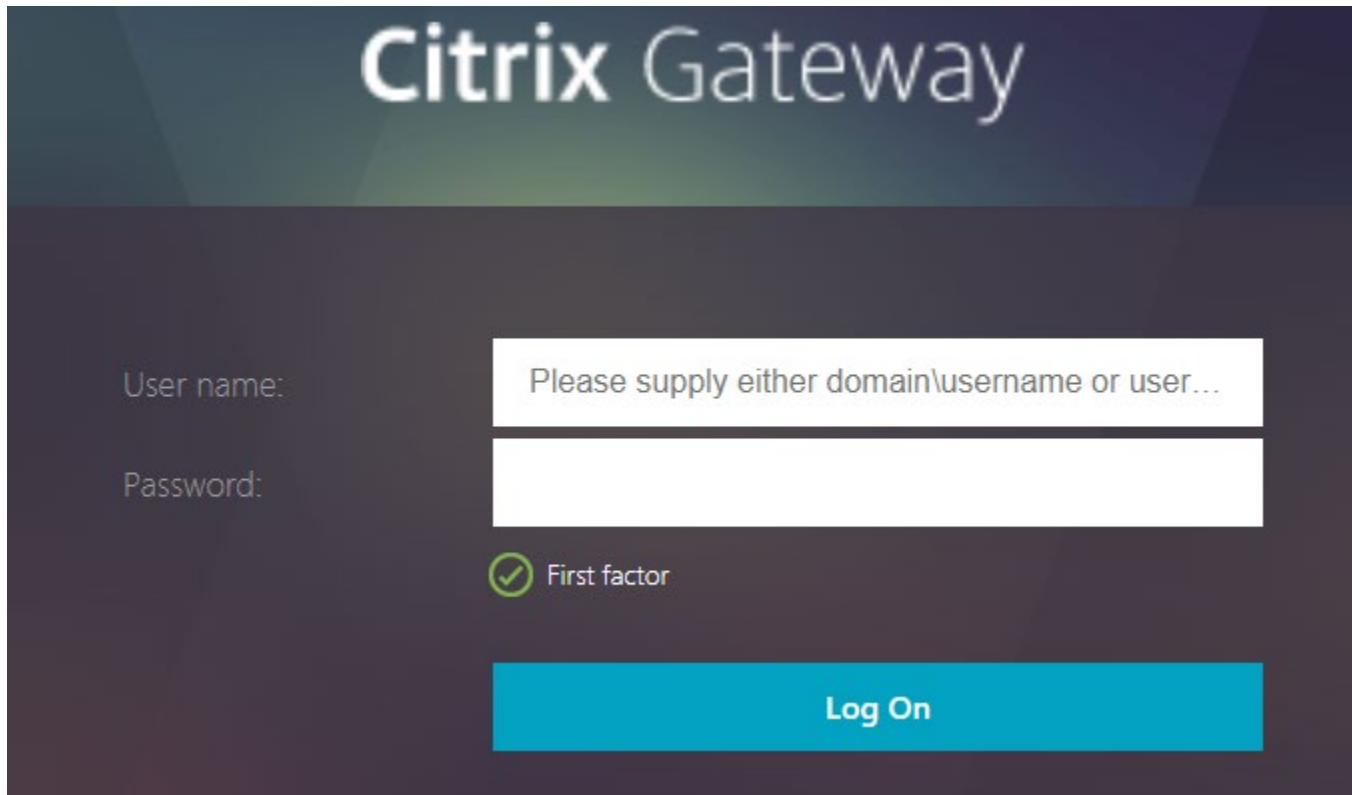**TOPIC/QUESTION:** How do I log onto to the LIS when the icons on the desktop aren't working?

ANSWER/TIP : When the local network is down but we still have internet access→ users can log onto Citrix and LIS via any web browser.

Step 1: Type in the internet address (**https://citrix.gov.nt.ca/**)

Step 2: Login with **corp**\username (same as your computer/email username)

     Example: Jane Doe's user login should be corp\jane_doe

Step 3: Login password (same as your computer/email password)

Step 4: Select the Apps then the Category that corresponds to the environment you want to login to (live3 or test3) , then select SoftLabMic (or the App you require, use SoftScape to login to SoftBank).

Step 5: Select the application you need to use, login with your Softlab username and password

Example: Jane Doe's user login should be jdoe