

Setting Up MyApps

i You must first Request Access for MyApps and receive your confirmation email to say that your request for MyApps has been approved before completing these steps.

You will not be able to complete this process unless you have already activated your RSA Mobile Number and PIN.

Setting up MyApps

1. Download the *Citrix Workspace App* specific to your device.
<https://www.citrix.com/en-au/downloads/workspace-app/>
2. After **downloading** and **installing** the Citrix Workspace app, **run** the app.
3. Enter the MyApps Storefront URL for External Access - myapps.health.qld.gov.au to set your account up for the first time.

Citrix Workspace

Add Account

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

Add Close

4. Complete the details and click *Logon*.
5. Authenticate with your *username*, *password* and *passcode*.

! If you use On-demand, your **passcode is your PIN**.

Citrix Workspace

User name: Your Network Username

Password: Your network password

Passcode: Your PIN only

Log On Cancel

Secure connection

6. You will be sent an SMS to your registered Mobile Phone Number.



On-Demand Tokencode: 22937617
Expires after use or 60 minutes

7. Enter the *Tokencode* from the SMS into the below field. Click *OK*.

Citrix Workspace

Provide more information

Wait for token to change, then enter the new tokencode:

OK Cancel

Secure connection



Each Tokencode can only be used once.

8. Choose the **Application** and click to run.

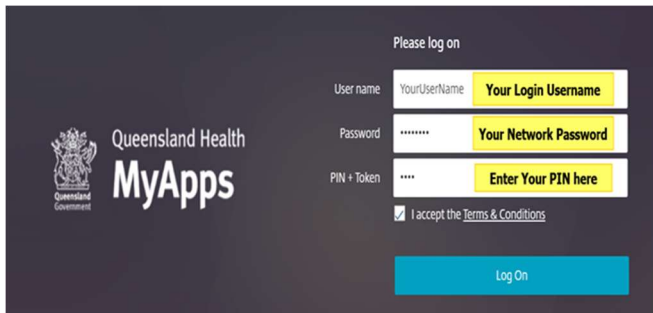
Citrix Workspace

Workspace Peter Bostock

Acrobat Reader DC, Crystal Reports, Crystal Reports for Enterprise, Excel 2016, File Explorer, Internet Explorer 11, ISDN Production V206, Mozilla Firefox v40, Notepad, Outlook 2016, OneNote 2016, PowerPoint 2016, Publisher 2016, QCM3, Queensland Health - Thruweb, Remote Desktop Connection, Skype for Business 2016, SharePoint Online, Word 2016

Accessing MyApps

1. Enter the following in a web browser.
<https://myapps.health.qld.gov.au>
2. Authenticate with your *username*, *password* and *PIN*. Click *Log On*.

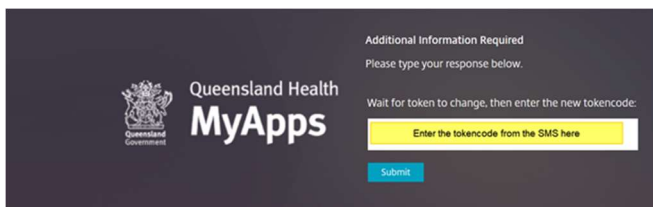


3. You will be sent an SMS to your registered Mobile Phone Number.



On-Demand Tokencode: 22937617
Expires after use or 60 minutes

4. Enter the *Tokencode* from the SMS into the below field. Click *Submit*.



Each Tokencode can only be used once.

5. *Choose the Application* and *click to run*.

