


ArgoApps Help: Accessing Local Drives

Overview

 Citrix refers to local drives as "Files on your computer"

Local drives are storage resources which are local to the computer in which you are accessing ArgoApps from. They contain locations like your Desktop and Documents.

Instructions

Citrix Workspace only

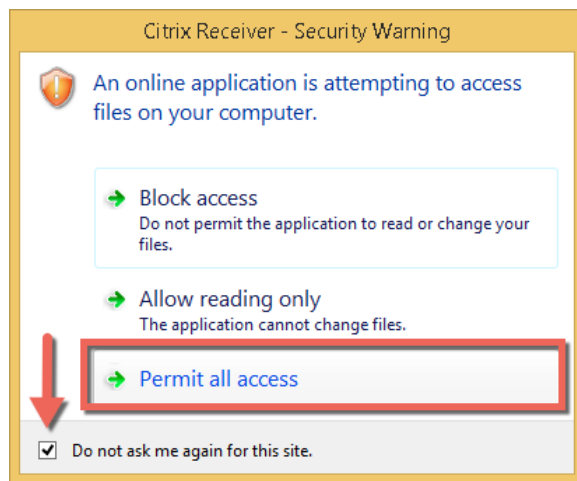
The instructions below are meant to be used by users who are using the Citrix Workspace App to access ArgoApps. You can download and install the Citrix Workspace App following [these instructions](#).

If you are accessing ArgoApps via your web browser (ArgoApps Lite), please see [this page](#) for help with downloading/uploading files to ArgoApps.

Windows: How to Access Local Drives from within ArgoApps from Citrix Workspace App

If you are using the [Citrix Workspace App](#) to access ArgoApps then you can permit access to your local drives as described below. **Note: You may not be prompted to permit access when using Citrix Workspace App for Windows.**

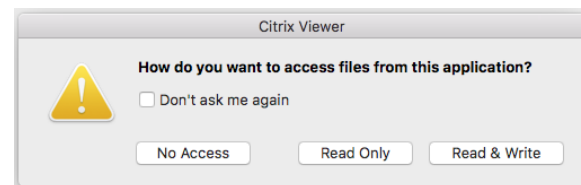
Within any ArgoApps application or desktop, when attempting to open or save a file you may receive a prompt similar to the screenshot below. Choose "Permit all access" and optionally check "Do not ask me again in the future."



While connected to ArgoApps, follow these steps to configure local drive access

Mac OS: How to Access Local Drives from within ArgoApps from Citrix Workspace App

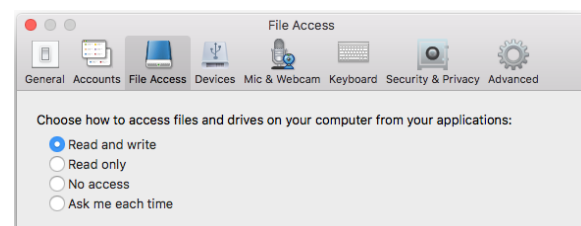
If prompted during your session if you want to allow read/write access to files, click "Read & Write"



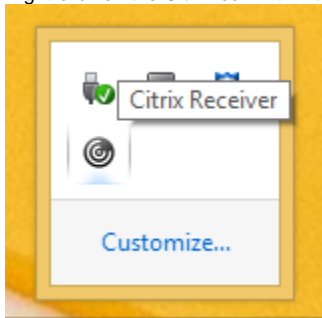
To setup read & write access permanently, click "Citrix Receiver" and choose **Preferences**



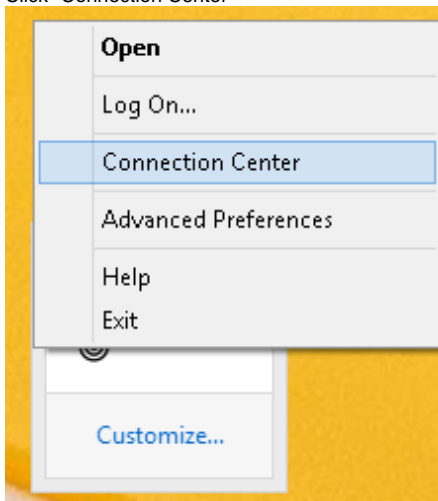
Click "File Access" and choose "Read and write" as shown below.



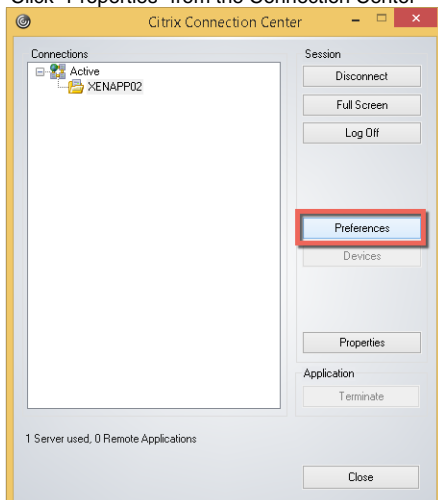
1. Right-click on the Citrix icon within the system tray



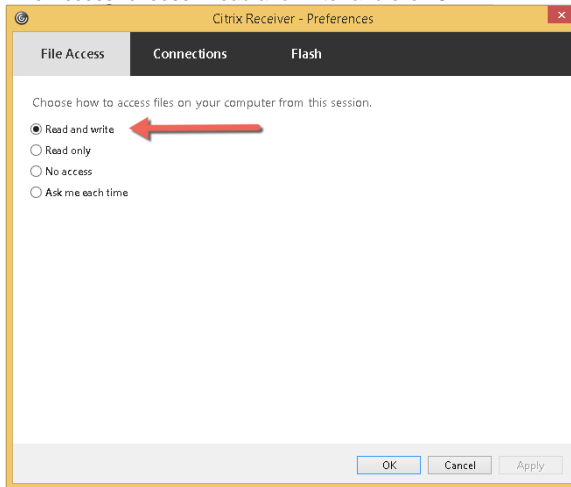
2. Click "Connection Center"



3. Click "Properties" from the Connection Center

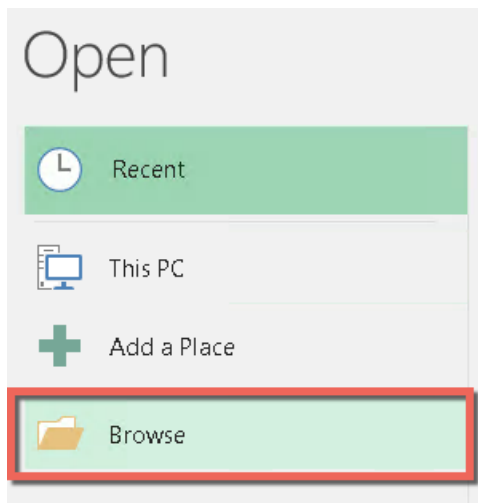


4. Within the "Preference" or "Properties" window, and under "File Access" choose "Read and write" and click OK



I did not get a prompt asking for access from my Microsoft Office application

If using Word, Excel, or similar you may need to click "Browse" from an Open or Save As dialog to trigger the prompt.



FAQs

Yes. There are 2 ways to connect to ArgoApps: web-based (when visiting <https://argoapps.uwf.edu> in your web browser) known as ArgoApps Lite and client-based using the [Citrix Workspace App](#) to access ArgoApps. These 2 methods may not be launched simultaneously. Some users may prefer the convenience of using their web browser while other users appreciate the additional functionality of client-based application.

You may launch the IBM SPSS app and the Word app from ArgoApps at the same time by launching ArgoApps in the web browser or using Citrix Workspace App. While both apps are launched you may copy/paste from one program to the other.

ITS Help Desk

(850) 474-2075
helpdesk@uwf.edu