

## **Changing OSX Computer Name**

Go to System Preferences (apple in the upper left corner) → Sharing → Change Computer Name to [provider#]-CITRIX \* Make sure your window is unlocked



## Changing Windows 10 Computer Name

Go to Start → Settings → System → About → Rename → Type in your [provider#]-CITRIX



## **Changing Windows 8 Computer Name**

- If on Tiles screen, click on Desktop tile.
- If on Classic screen, right-click on Desktop icon in toolbar or right-click on Computer if icon is on desktop.

Go to Properties  $\Rightarrow$  Change Settings  $\Rightarrow$  Change  $\Rightarrow$  Type in your [provider#]-CITRIX

\* Make sure to click OK.

## **Changing Windows 7 Computer Name**

Right click on *Computer* → *Properties* → *Change Settings* → *Change* (Under Computer Name tab) → Type in your [provider#]-CITRIX

\* Make sure to click OK and restart computer.