

Logging into CampusNexus Student in the Azure Cloud Environment

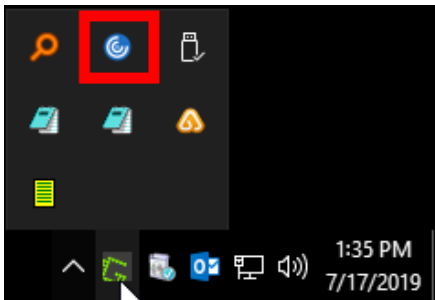
Information Systems Department, Lower Esbenshade, x4357

Lancaster Bible College is migrating the on-premises CampusNexus (CampusVue and CRM) environment into CMC's Azure Instance (the cloud). Once connected to CampusNexus in the cloud, usage of the software will be nearly identical. However, the method used to connect to CampusNexus in the cloud is very different.

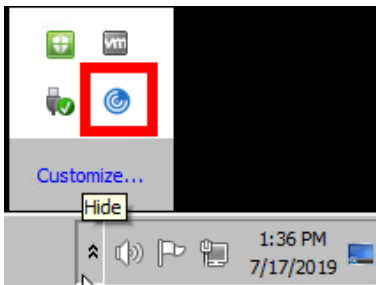
Your computer needs to have the Citrix Workspace application installed, contact the Help Desk at 717.560.8200 extension 4357 if you are unable to verify that the application is installed (see Step 1) or have trouble at any point during this process.

1. The application should start automatically once it is installed. To verify that it is running, navigate to the Task Tray in the bottom right corner of your screen and look for the Citrix Workspace icon

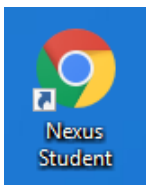
Windows 10:



Windows 7:



2. The IS Department has placed an icon on your desktop to get to the new CampusNexus Cloud launcher. It will look like a website icon and it is named **Nexus Student**. Double click it to launch it.



3. Sign into your LBC Microsoft email account (this is your regular LBC email and password)
Note: if you have signed into your LBC account in Google Chrome before, you will see your LBC account listed there, select it and enter your password to continue.

The image shows two screenshots of the Microsoft sign-in process. The top screenshot is the 'Sign in' page, and the bottom screenshot is the 'Enter password' page.

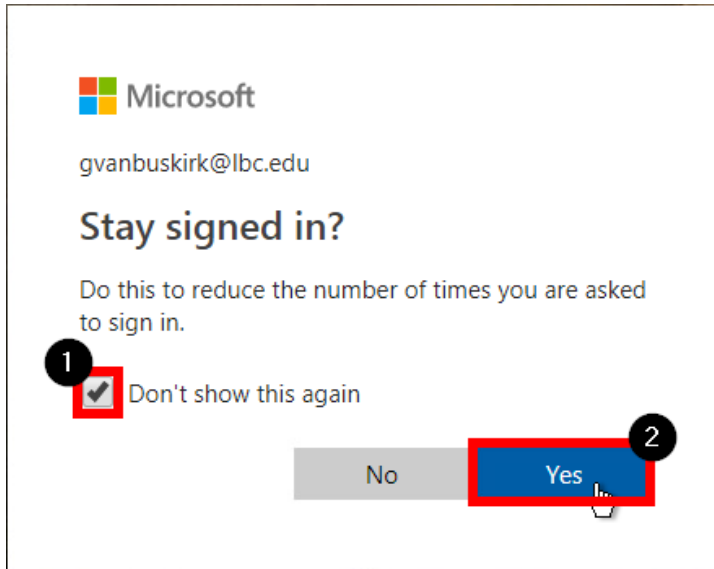
Sign in page:

- Microsoft logo
- Sign in
- gvanbuskirk@lbc.edu
- No account? [Create one!](#)
- [Can't access your account?](#)
- [Sign-in options](#)
- Next button

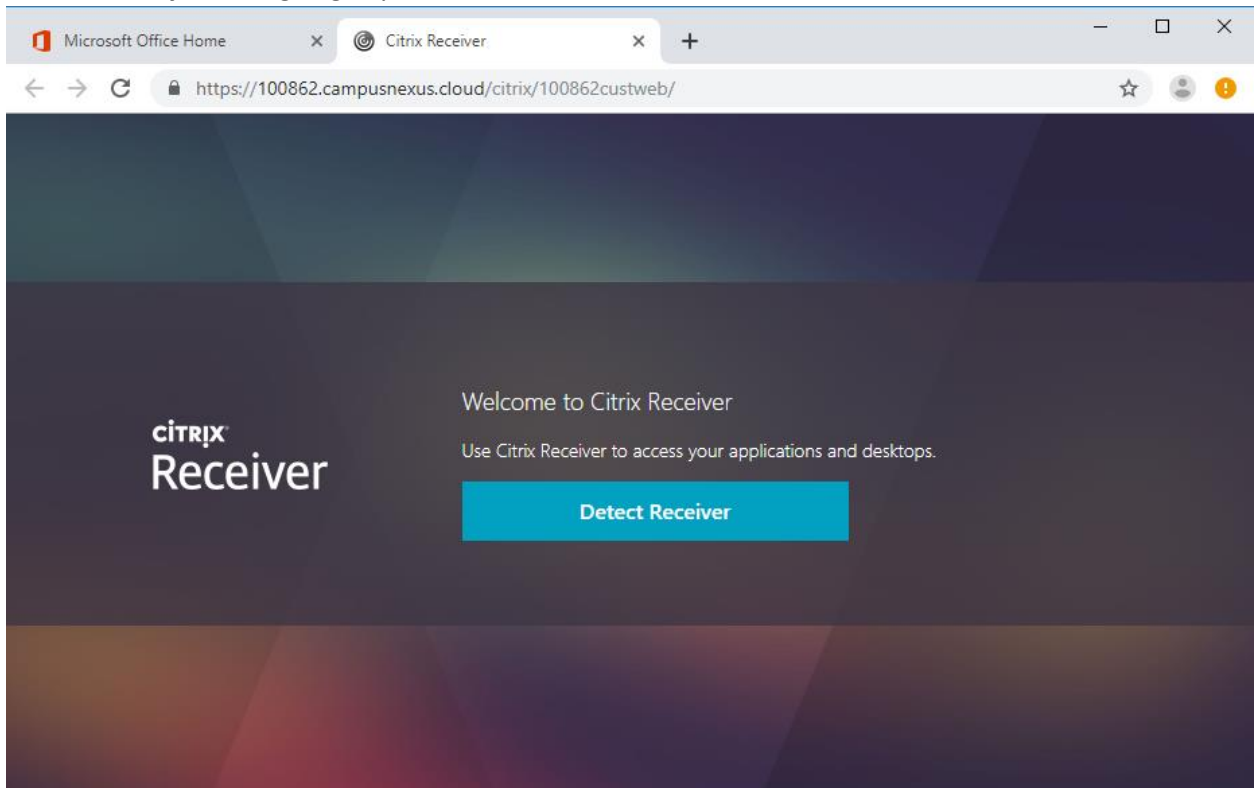
Enter password page:

- Microsoft logo
- ← gvanbuskirk@lbc.edu
- Enter password
- Password
- [Forgot my password](#)
- Sign in button

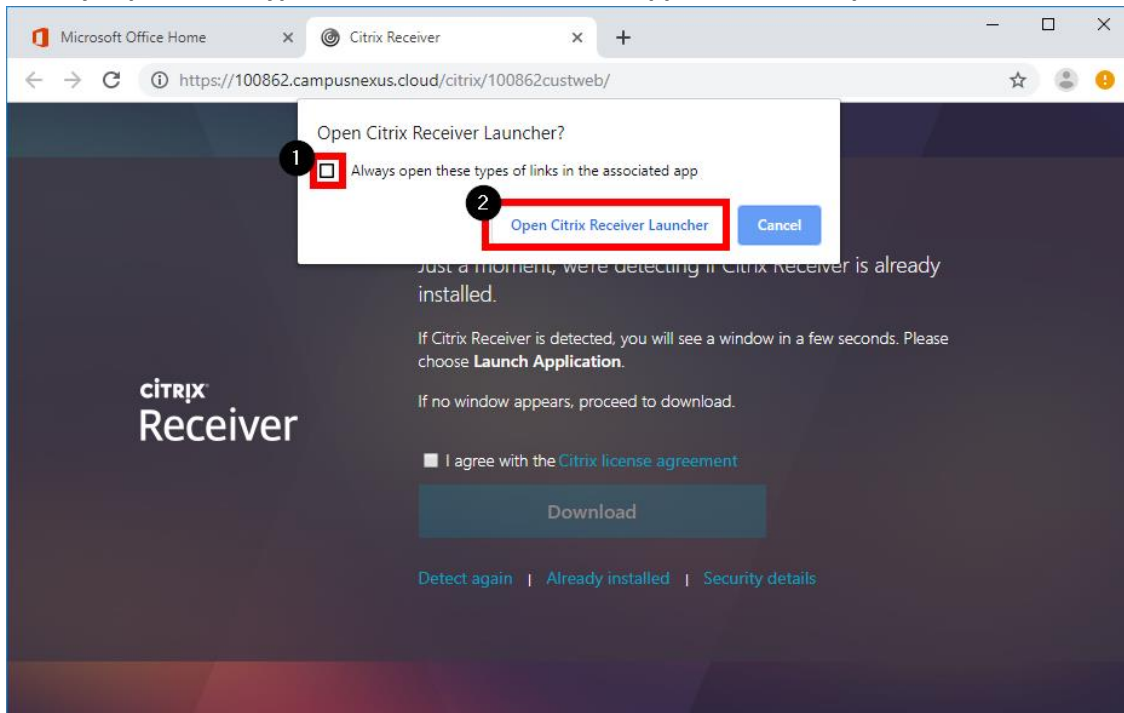
4. If you are **NOT** on a shared computer, you can select **Don't show this again** and click **Yes** when prompted to **Stay signed in**.



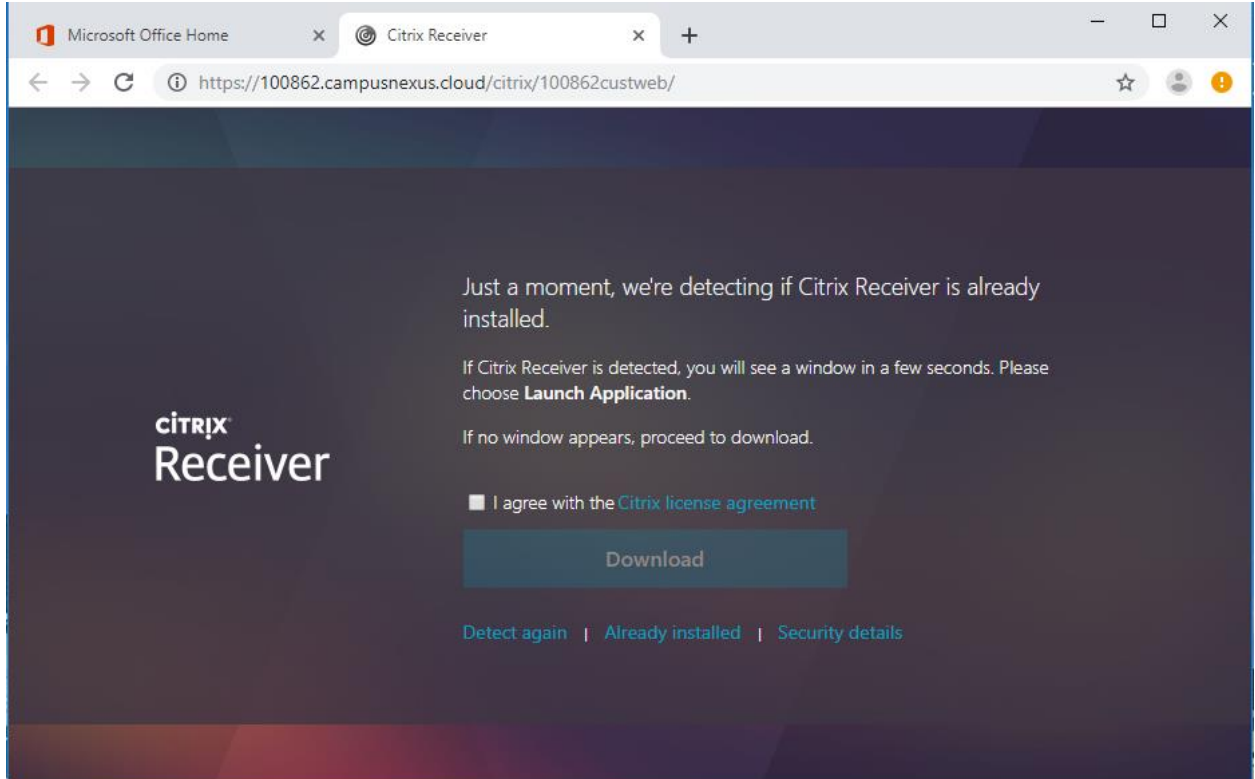
5. **First time only:** after signing in you will be asked to Detect Receiver. Click **Detect Receiver**



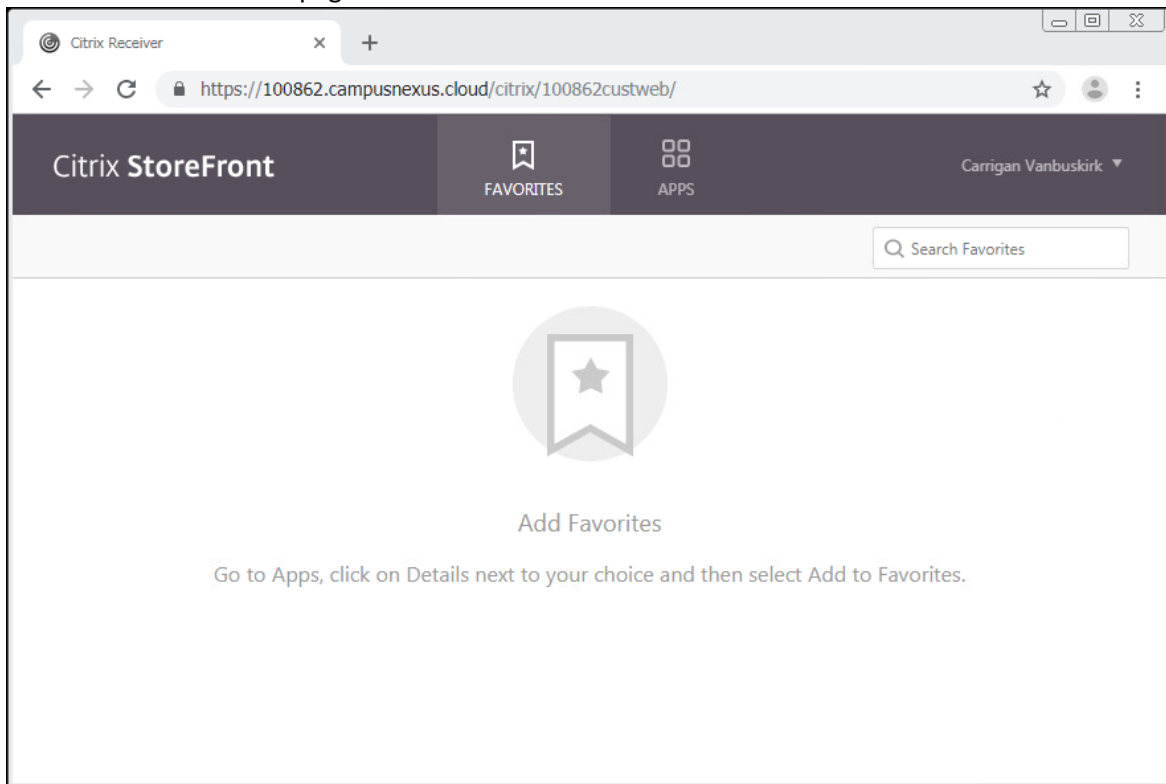
6. **First time only:** You will then be asked, “Open Citrix Receiver Launcher?” Check the box that says, “**Always open these types of links in the associated app**”. Then click **Open Citrix Receiver Launcher**.



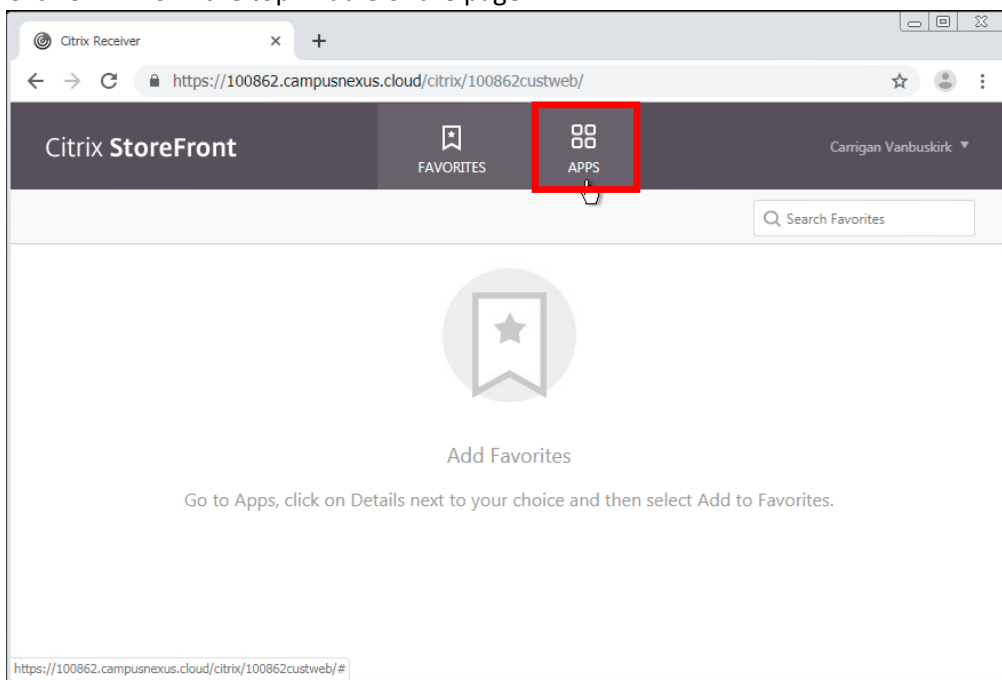
7. Click **Already Installed** to skip the detection process.



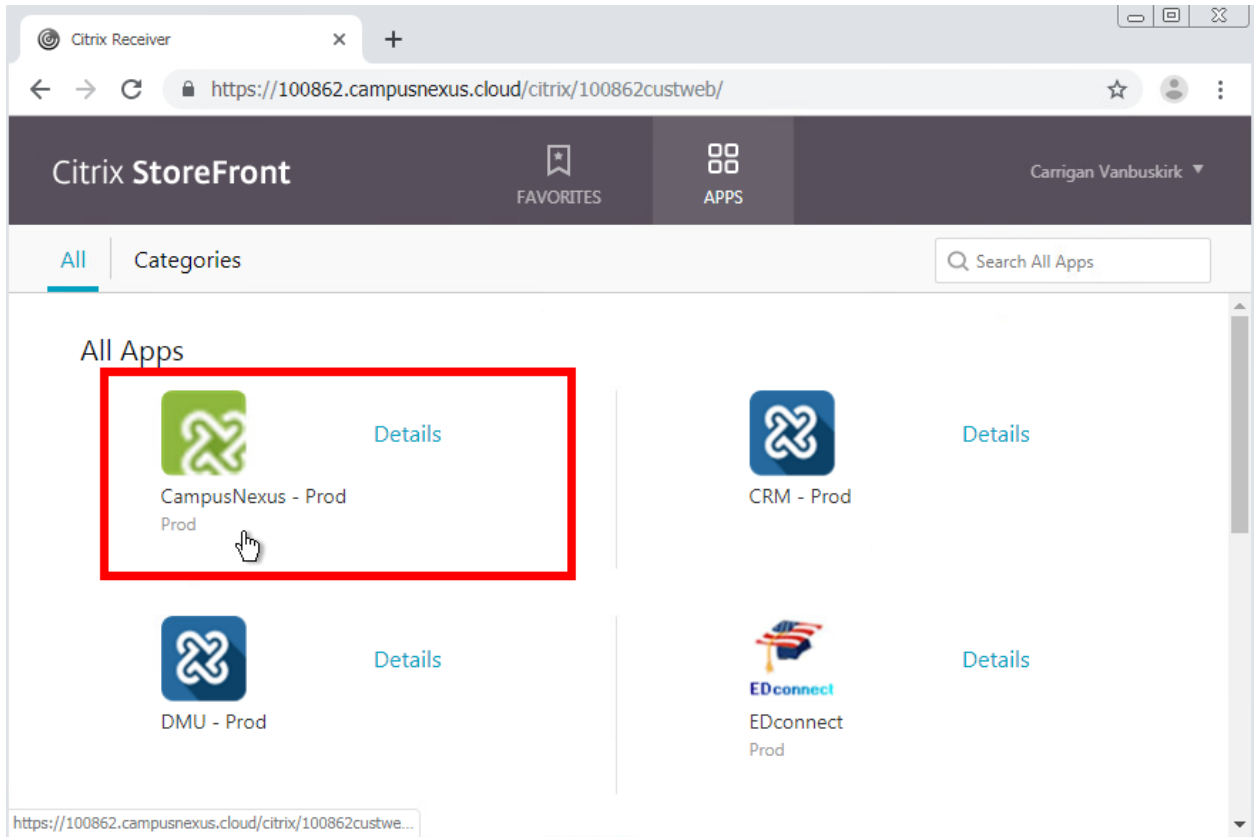
8. You should now be on a page like below.



9. Click on **APPS** in the top middle of the page



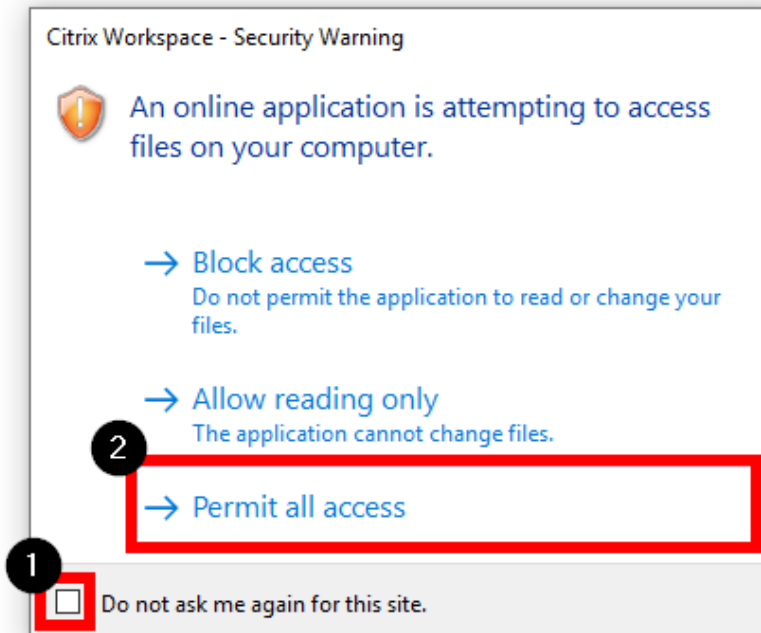
10. Depending on which CampusNexus apps you use, you will see different apps in this page. For CampusNexus Student (CampusVue), you're looking for **CampusNexus – Prod**. Click on the icon once you've found it.



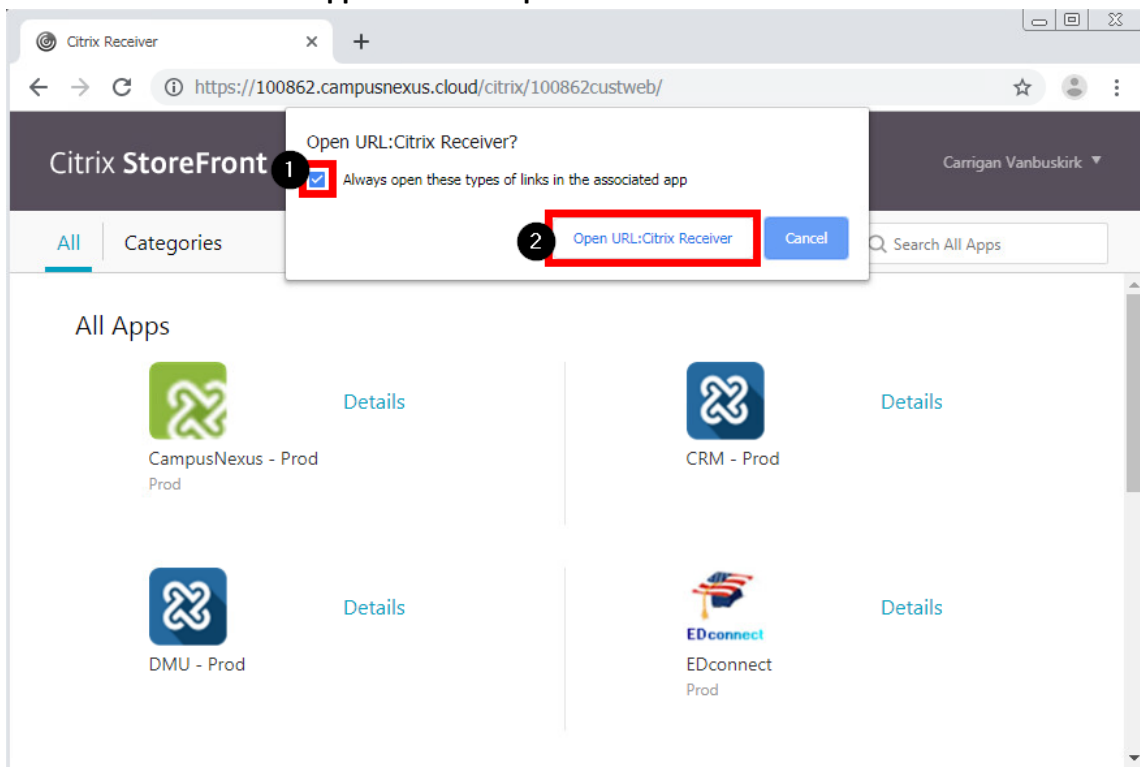
11. (optional) Click on **Details** and then **Add To Favorites** to add the app to your Favorites page



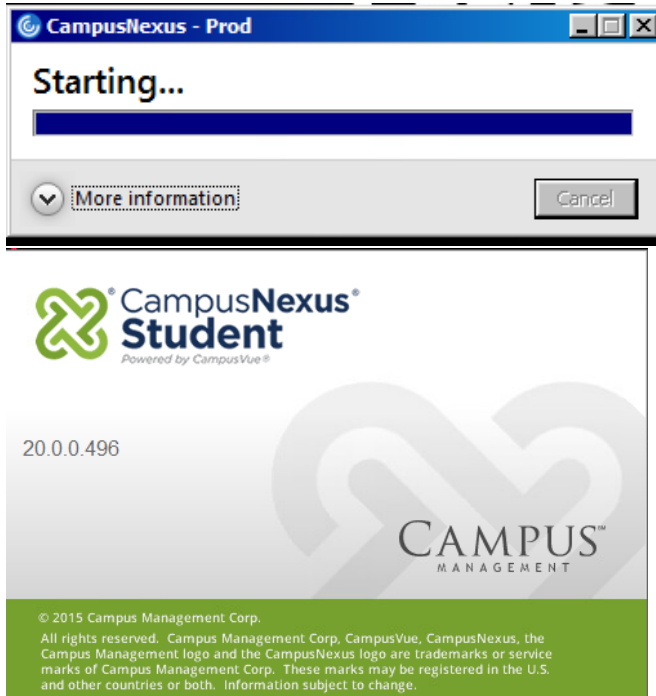
12. **First time only:** You may be asked about a Citrix Workspace – Security Warning. Check the box that says, “Do not ask me again for this site.” Select **Permit use** or **Permit all access**



13. **First time only:** You may be prompted to Open URL: Citrix Receiver. Select **Always open these types of links in the associated app** then select **Open URL: Citrix Receiver**



14. After the previous step: wait for about 10-20 seconds, it can take some time for the Citrix Workspace to initiate the connection. Eventually, you'll see a window like below, and once it finishes CampusNexus Student will load



15. You may briefly see a login window, it should flash and disappear. The Citrix Workspace app will automatically sign you in with your LBC Microsoft email and password.
16. Once loaded, you should see the familiar CampusVue desktop client.

