

## Log onto the UVA Health Portal

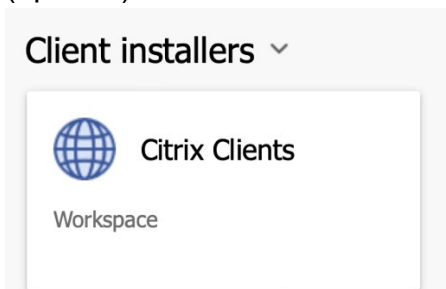
You will use the portal to access Sharepoint if you are: off grounds and not on a health issued laptop/device with the VPN installed.

1. Go to: [portal.uvahealth.virginia.edu](http://portal.uvahealth.virginia.edu)
2. Log in with your computing ID and password.

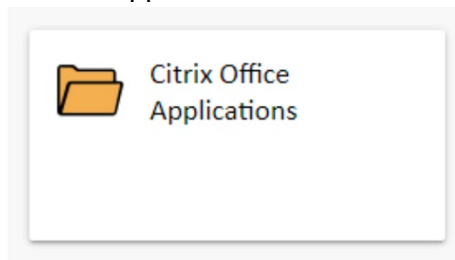


The screenshot shows the UVA Health Portal login interface. At the top, there is a dark blue header with the UVA Health logo and the text "UVA Health". Below the header, the page has an orange background. The text "Access Portal" is displayed. There are two input fields: "Username" and "UVA Health Password". Below the password field is a "Logon" button.

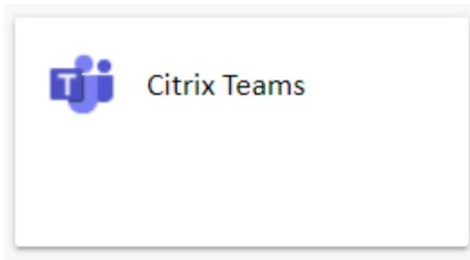
3. If you do not already have it installed, go to the bottom of the page to the section titled "Client installer" and download the Citrix installer for the computer you have (hp/Mac).



4. Go to the application titled "Citrix Office Applications".

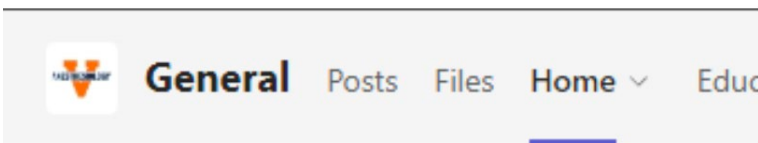


5. Open "Citrix Teams".



6. This may prompt a launch.ics download. **You will need to click to launch this.**

7. Go to "Team UVA Anesthesiology" and open the "Home" tab on the top navigation bar.



8. You can navigate the Sharepoint page from here or open it in your browser. This will launch into an edge browser. Do not close out of this.