

## Citrix Client Installation

The Citrix Client is a software component that is required in order for a user to access the Online ACMS system. Below are the instructions for downloading, installing and initiating the Citrix Client. The Citrix Client will only need to be loaded one time for each user's PC.

From the Ohio Courts Application web page ([www.ohiocourts.gov](http://www.ohiocourts.gov)) click on Citrix Client Download



**ACMS**

**Appellate Court Case Management System**

[Login to ACMS](#)

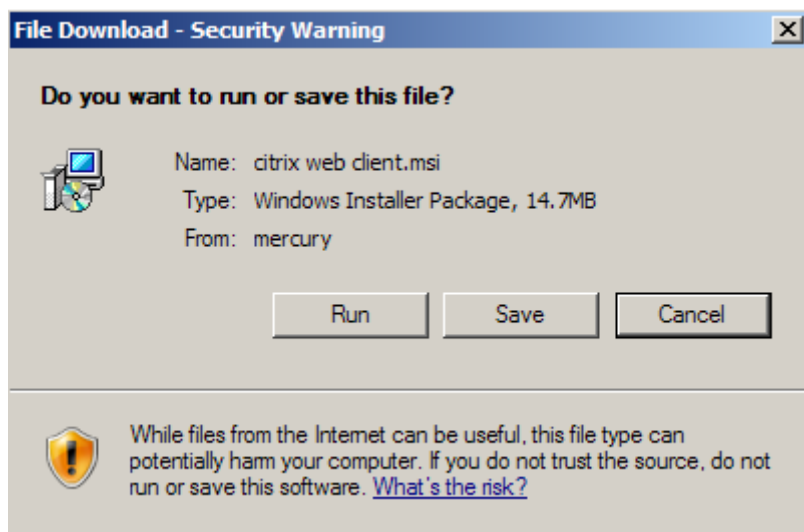
[Help Files/User Group](#)

[ACMS Online Policies & Procedures](#)

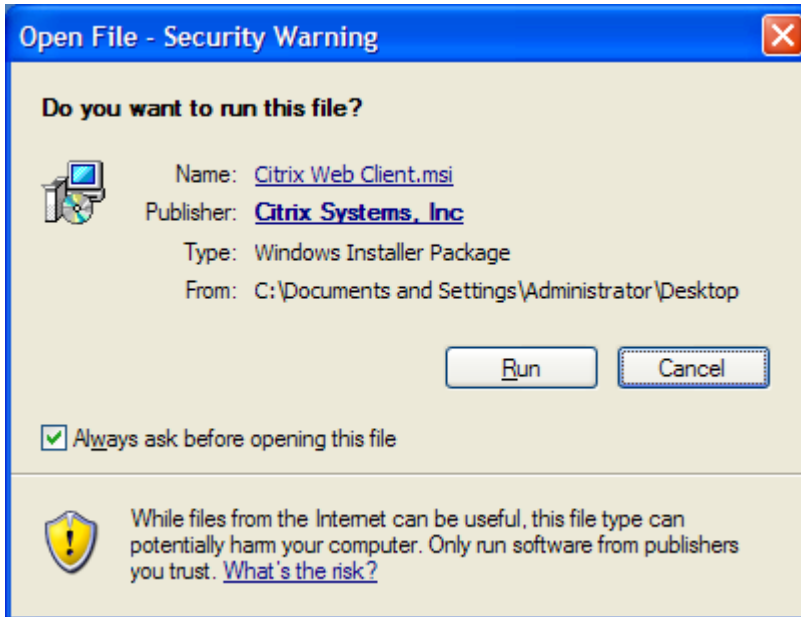
**ACMS Online Setup**

- [Instructions](#)
- [Citrix Client Download](#)

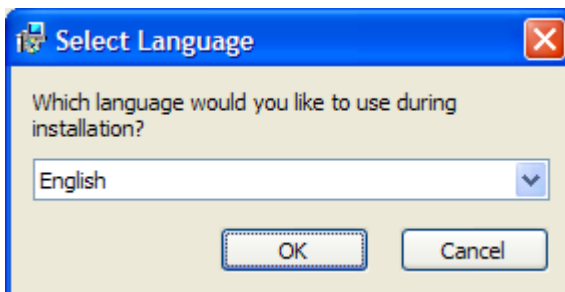
Depending on the version of your web browser you may be shown a File Download Security Warning box and prompted to choose Run or Save. Click Run.



You will now be given a Security Warning. Click Run.



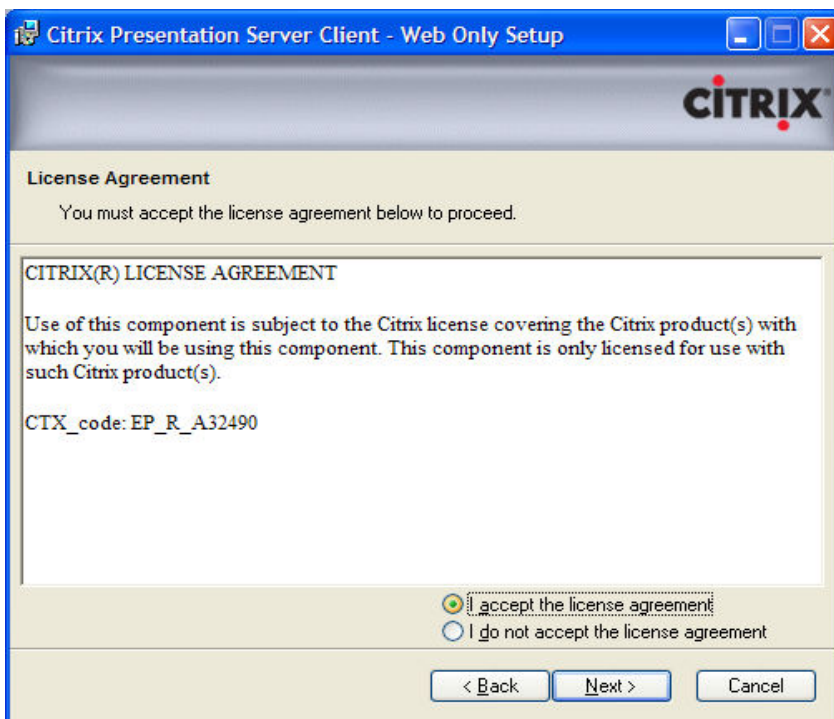
Select your language and click OK



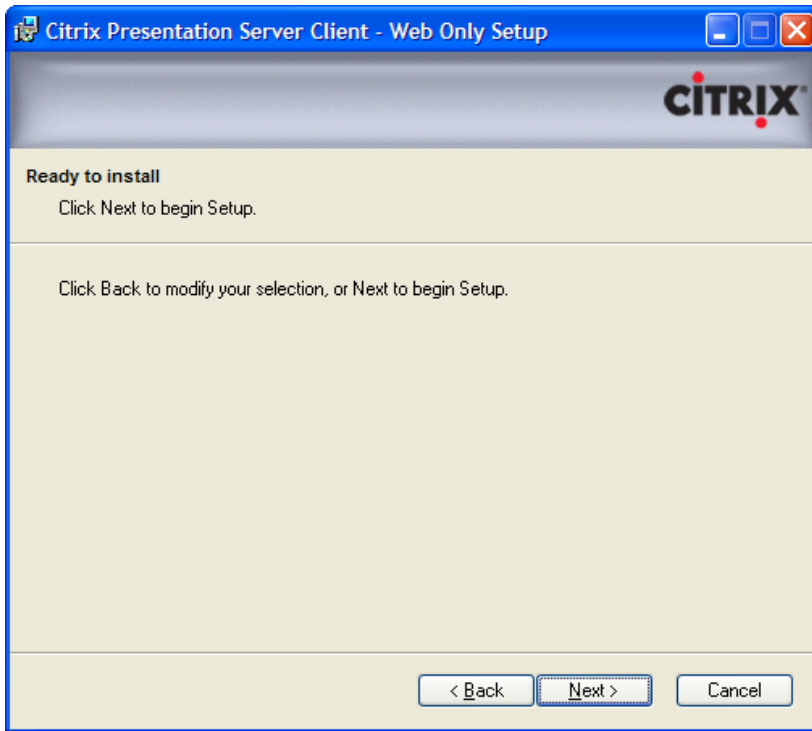
You will now see a Welcome screen. Click Next



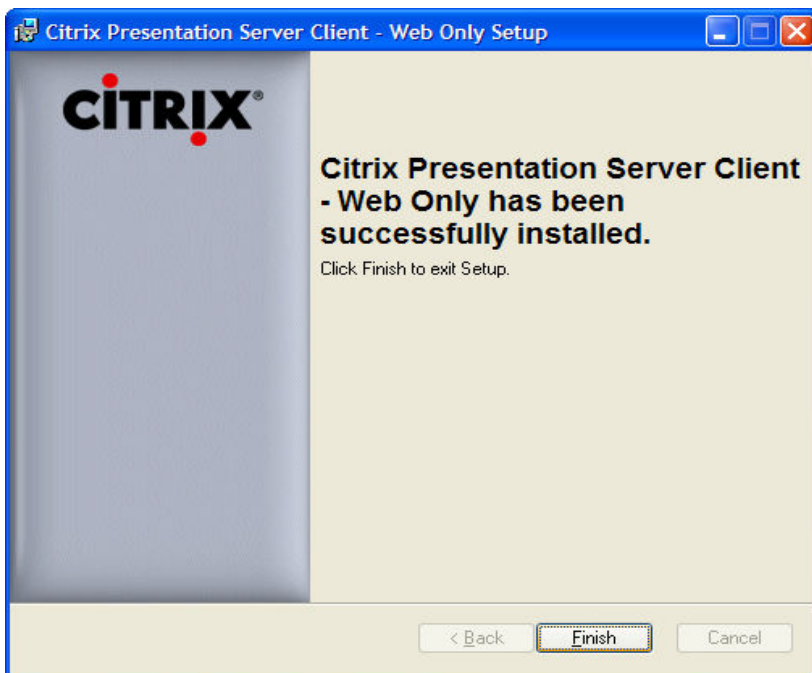
Click the box accepting the license agreement and click next



Click Next to begin setup.

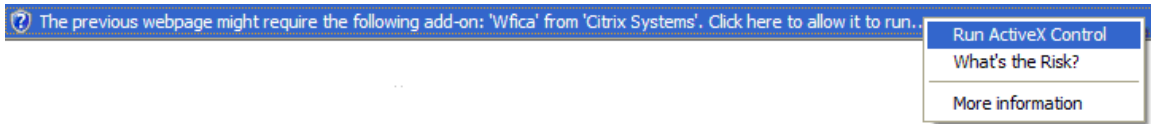


Click Finish



Close your web browser. When you reopen it, navigate to [www.ohiocourts.gov](http://www.ohiocourts.gov) and click on Login to ACMS.

Allow Internet Explorer to run the ActiveX Control by right clicking on the information bar at the top of the web page and selecting “Run ActiveX Control” from the drop down menu.



Close your web browser again. When you reopen it, navigate to [www.ohiocourts.gov](http://www.ohiocourts.gov) and click on Login to ACMS.. You can now log in and launch the ACMS application.