

Internet Explorer Settings

- *Setting Internet Explorer for best use of IntelliSite(myAtessa) web portal.*

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Overview

The *Participant Self Service Portal* has direct interaction with the administrator platform, because of this to get complete functionality of all the features certain settings need to be established through the web browser so that it will allow the interactions to occur between the self service portal and the administration software.

The following will be brief instructions on how to configure the browser with these settings.

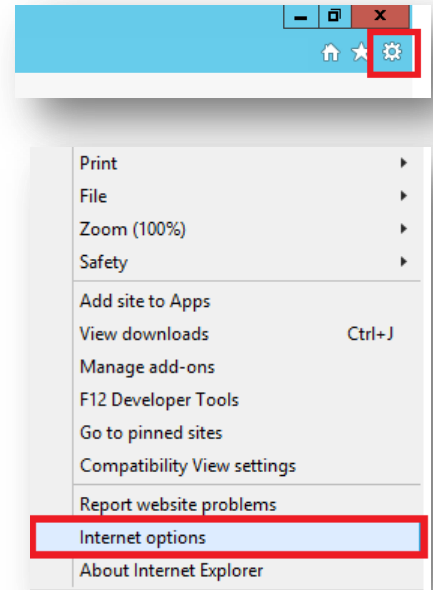
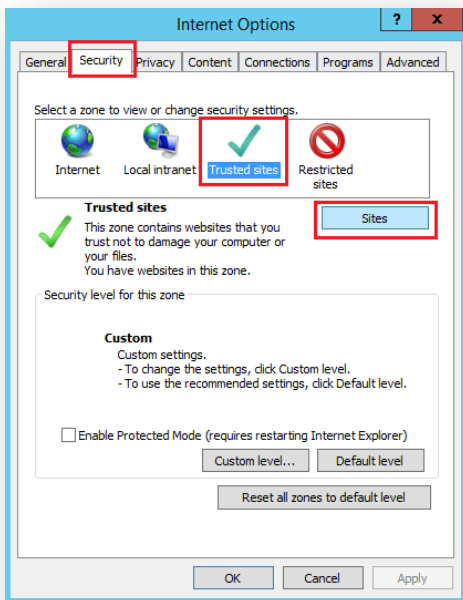
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Add Site to Trusted Sites

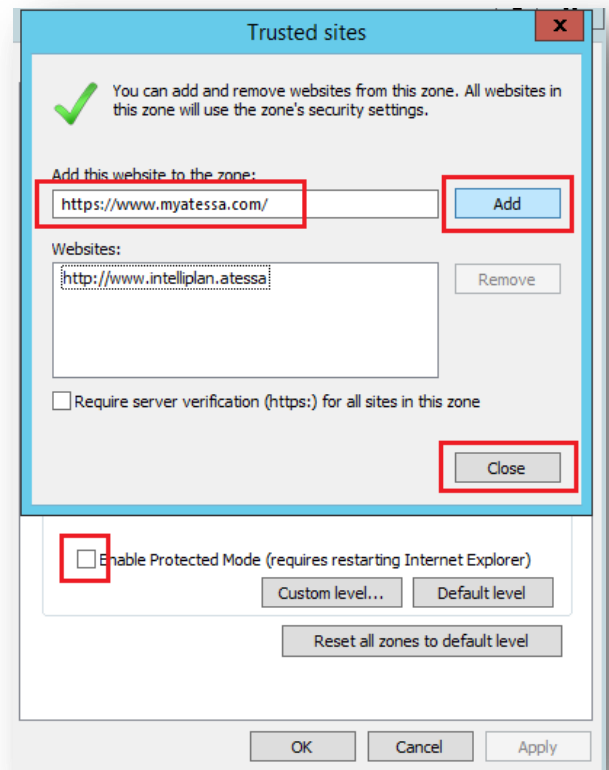
The site must be set up under Trusted Sites, not Local Intranet, because only Trusted Sites will allow the IntelliScan application to upload files from the local machine to the server.

1. From the IE Menu, select Tools | Internet Options.
2. Select the Security Tab, highlight *Trusted Sites* and click on the *Sites* button.



3. Enter the address of the Self Service Portal in the *Add this website to the zone* input field.
https://www.myatessa.com
4. Click the *Add* button.
5. Click the *Close* button.
6. Click *OK* button.

7. Make sure the checkbox for *Enable Protected Mode* is not checked.
This setting affects Internet Explorer's ability to run and interact with other programs. Ex: Word, Acrobat. By default, Protected Mode is off for the Trusted Sites zone so just check that it has not been turned on.



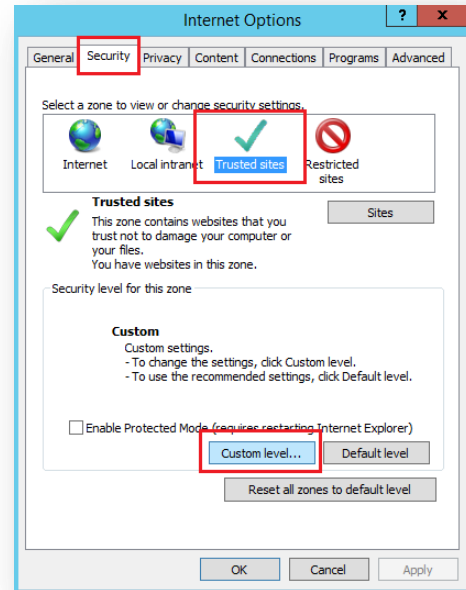
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Required Security Settings

To get to the Security Settings for the Trusted Sites zone follow these steps and make sure the settings are set as listed:

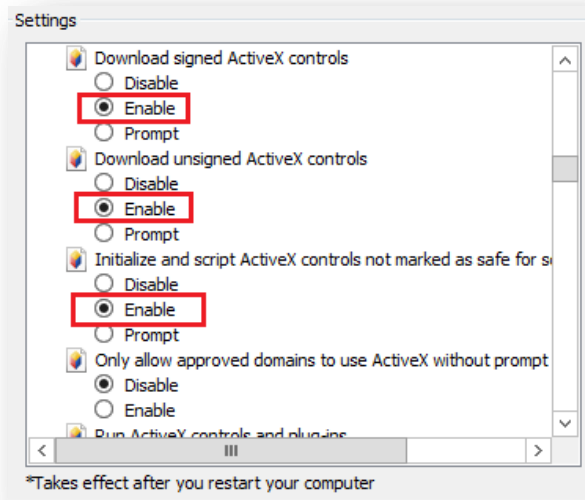
1. From the IE Menu, select Tools | Internet Options.
2. Select the Security Tab.
3. Highlight *Trusted Sites*.
4. Click the *Custom Level* button



5. Select the Value for each Setting below.

Active X Controls and Plug-Ins settings

Setting	Value	Description
Automatic Prompting for ActiveX Controls	Disable	NA
Download Signed ActiveX Controls	Enable	Allows ActiveX controls to be instantiated by Javascript
Download Unsigned ActiveX Controls	Enable	Allows ActiveX controls to be instantiated by Javascript
Initialize and script ActiveX controls not marked safe for scripting	Enable	NA



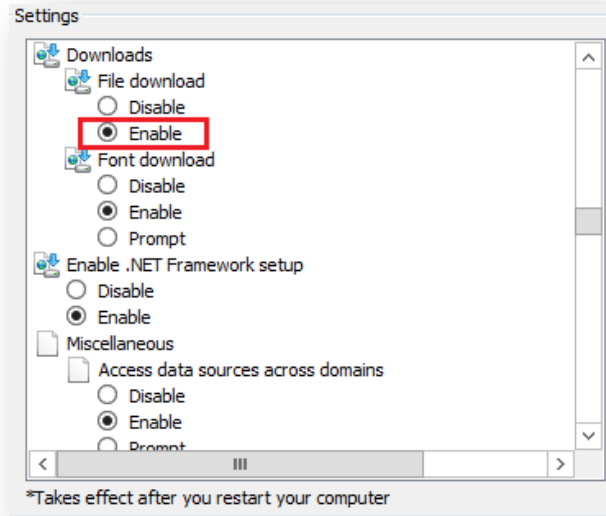
*Takes effect after you restart your computer

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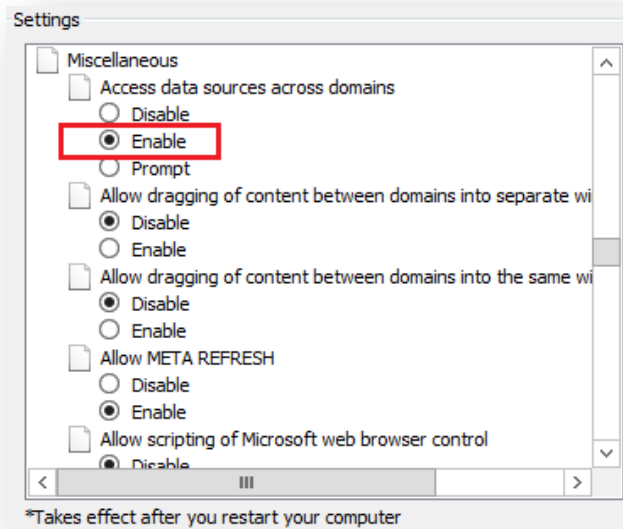
Downloads

Setting	Value	Description
File download	Enable	Allows the downloading and running of documents and reports.



Miscellaneous

Setting	Value	Description
Access data sources across domains	Enable	This allows the IntelliScan application to upload file from the client machine to the server



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Turn off Popup Blocker

Make sure that you check the Popup Blocker and that it is turned off. There may be different types of Popup Blockers so have IT department assist.

Turn Compatibility Mode ON

Make sure that you check Compatibility Mode. It must be switched ON.