Banner/Web Xtender Browser Prep Guide

Recommended browsers
PC: Internet Explorer 10/11 latest version of Firefox
Mac: latest version of Firefox or Safari is recommended.

Browser Settings
Internet Explorer 10/11:
1. Open Internet Explorer and click on the Gear icon on the far right and select Internet Options from the menu.

2. Click on the tab for Privacy. Make sure that the privacy settings are set to default.
3. At the bottom of the window click on the Settings button in the Popup Blocker section.
4. Enter in the site to allow field, usfca.edu and click Add. Click Close to return to Internet Options.
5. Click on the **Security** tab and make sure that the security settings are set at default. Click **OK** to finish.

6. Note: some third party security software may have popup blockers that also need to have the usfca.edu domain added as an allowed site. Finally, toolbar add-ons for Internet Explorer for the PC, like the Google and Yahoo Toolbar have popup blockers. Some of these toolbars do not have a way to add allowed sites. It is recommended that these toolbars be uninstalled through the Add/Remove Programs control panel.

   a. To remove the toolbars, click on the **Windows** menu and select **Control Panel**.

   b. Next, double click on **Programs and Features** in the control panel listing.
c. After the list of programs loads, scroll through and select the toolbar to remove (in this case the Google Toolbar) and click **Uninstall** to uninstall the toolbar. Upon the next launch of Internet Explorer the toolbar will be uninstalled.
Firefox For Mac and PC
To access the browser settings: On the Mac, click on the Firefox menu and select Preferences. On the PC, click on the Open menu and select Options.

The steps within the browser settings are the same for Mac and PC.
1. First click on Tabs and uncheck the choice Open new windows in a new tab instead.
2. Next, click on Content and if the popup blocker is enabled, click on the Exceptions button to the right.
3. Enter usfca.edu as the address of web site and click Allow. Close the Exceptions window to return to the Preferences/Options window.
4. Finally, click on **Advanced**. Click on the **General** tab and uncheck **Always use the cursor keys to navigate within pages**.
5. Close the preferences window to finish the setup.

**Safari For Mac**

The key item in the Safari settings is the pop up blocker. In older versions of Safari like version 5, the option sits in the Safari menu. If it has a check mark next to it, simple select it to uncheck and disable the option.

In version 6, this option has moved into the preferences. Click on the Safari menu and select **Preferences**. Click on **Security** and uncheck the box **Block Popup Windows** and make sure that **Enable Javascript** is checked.

Finally, click on **Tabs** and select **never** for the option **Open pages in tabs instead of a new window**. Close the window to finish.
**Java Settings**

On both PC and Mac you will need to add a security Java exception for Banner to run properly. To access these settings:

**On a Mac**

Click on the Apple 🍌 menu and select **System Preferences**.

Select the **Java** system panel to access the settings.

In the Java settings click on the Security tab and select **Edit Site List**.

In the exception site list window, click **add** and enter the address `http://artemis.usfca.edu:8888/` and click **OK**. You will see a security risk warning popup but click **continue** to confirm the choice. Click **OK** in the main Java panel to finish.
On a PC

Click on the Windows menu and select Control Panel.

Select the Java control panel to access the settings.

In the Java settings click on the Security tab and select Edit Site List.

In the exception site list window, click add and enter the address http://artemis.usfca.edu:8888/ and click OK. You will see a security risk warning popup but click continue to confirm the choice. Click OK in the main Java panel to finish.
Banner Settings

After logging into Banner, click on the File menu and select Preferences. You can also type in the form name GUAUPRF in the Go To field to access the Banner preferences.

Click on the tab for Display Options. Make sure that all of the checkboxes in the section marked Display Options are checked.

Click on the Save button in the toolbar at the top or select Save from the File menu to confirm the changes.
Web Xtender Settings

1. **Note that for Web Xtender, full functionality of the tools are only available in Internet Explorer 10 and above. All other browsers on the Mac and PC will have limited functionality.** After logging into Web Xtender click on the red checked clipboard icon View/Modify Your User Settings in the Xtender toolbar.

2. Click on the tab for Search/Result Set. Make sure that the checkbox for Display Documents in Separate Popup Window is checked.

3. Click on the tab for Document View. If you would like to see the Thumbnails of multiple page documents, make sure that the checkbox for Show Page Thumbnails is checked.
4. Click on the tab for **Interactive Viewer**. For **PC Internet Explorer 9/10 users only**, make sure that the checkbox for **Enable Interactive Viewer** is checked. For any other browser on Mac or PC, make sure that the checkbox for **Enable Interactive Viewer** is unchecked. Also make sure that the checkboxes for **Display Annotation Toolbar** and **Print Original Size** is unchecked for all users.

5. Scroll to the bottom of the settings window and click on **Save** to confirm the changes.