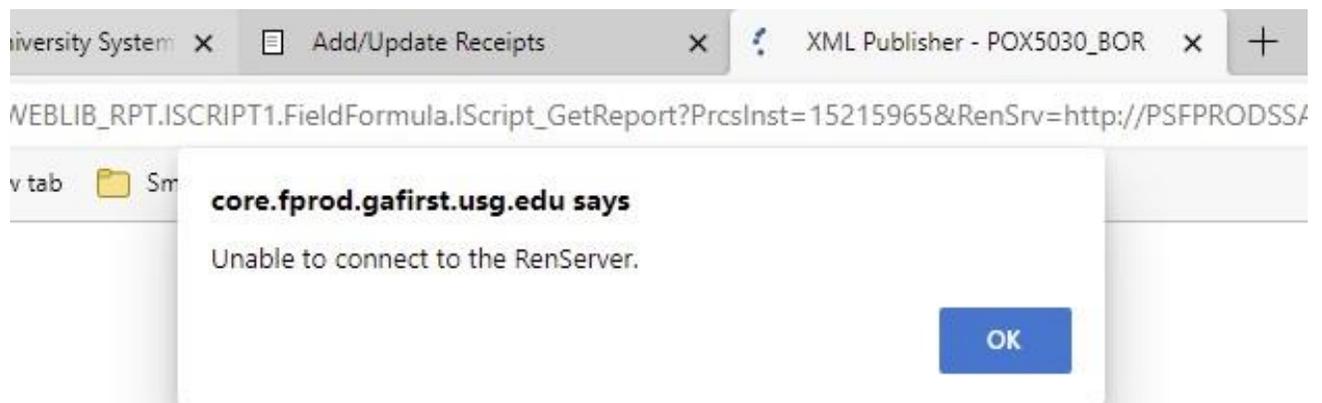


CONFIGURING BROWSER SETTINGS JOB AID

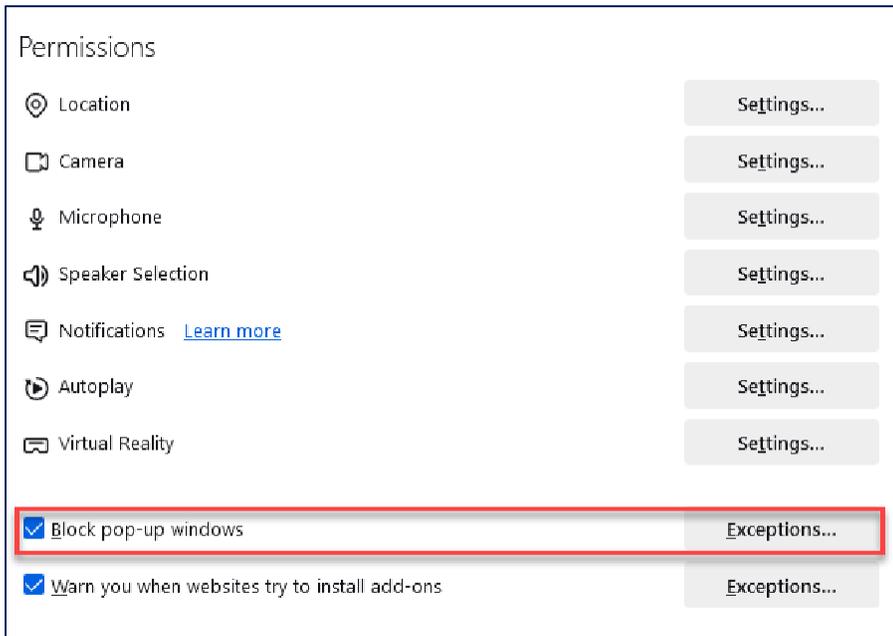
Frequently, browser application or workstation updates may occur which override browser settings. Users may find that when they try to perform regular activities, these updates may interfere with PeopleSoft functionality.

If users are getting a pop-up or REN Server message as shown below, follow the instructions provided in this job aid to resolve the issue for the PeopleSoft compatible browsers. The instructions show how to add usg.edu to the list of allowed sites for pop-ups and/or redirects.

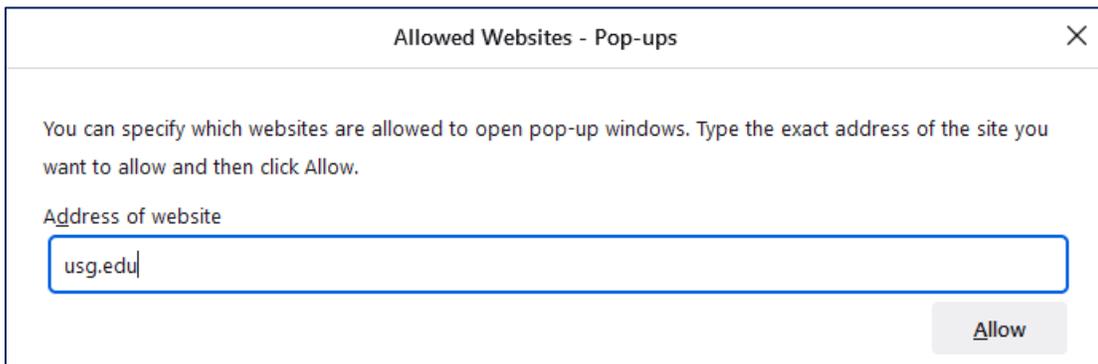


For Firefox:

1. Navigation: Firefox > Menu > Settings > Privacy & Security tab > scroll to Permissions section.
2. Block pop-up windows should be 'checked' as shown below.



3. Click on the Exceptions button. The Allowed Websites – Pop-ups window appears.
4. Add usg.edu to the allowed websites list and click the Allow button.

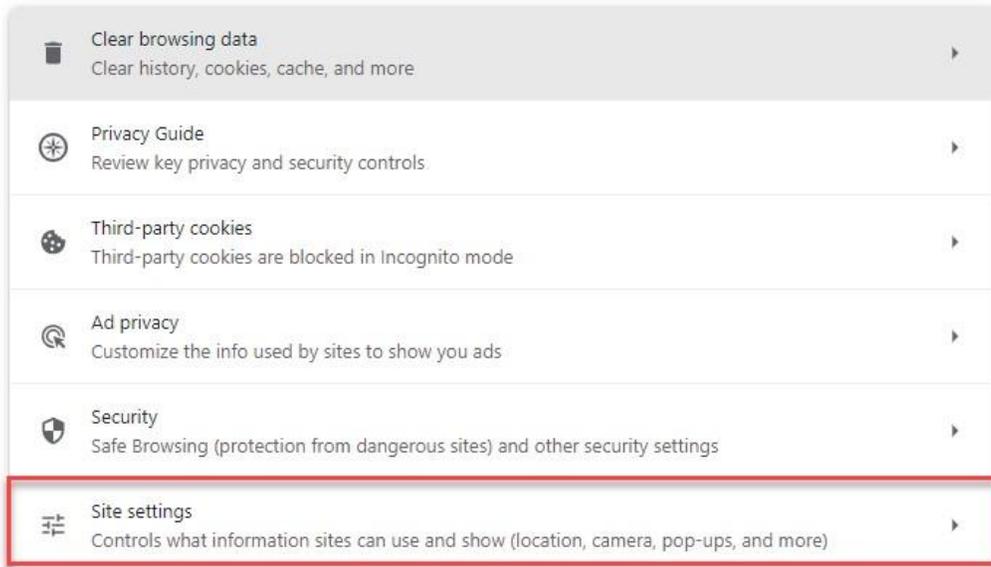


5. Click the Save Changes button.
6. Clear browser cache.
7. Close all browser windows.
8. Open a new browser window and try again.

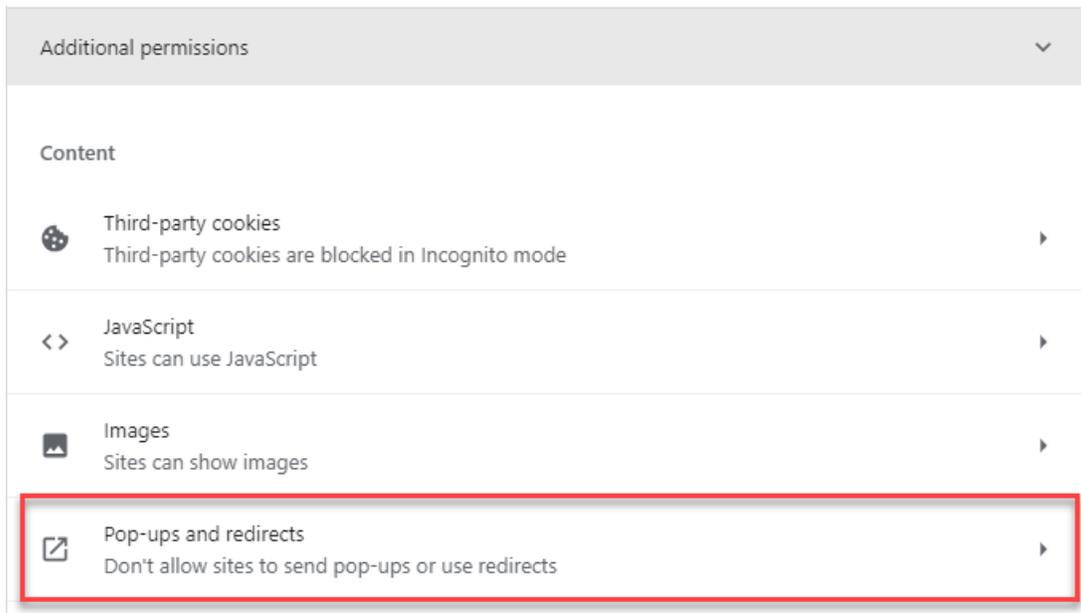
For Chrome:

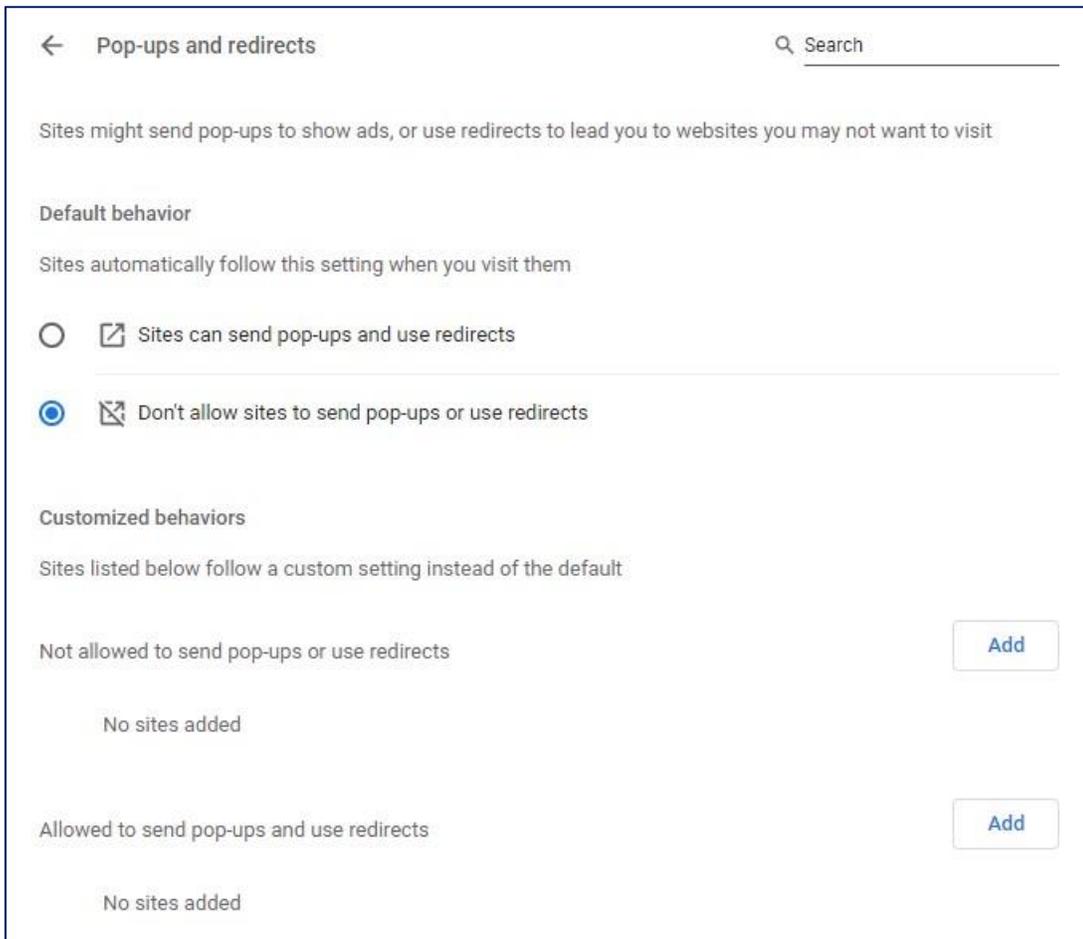
1. Navigation: Settings > Privacy and security > Site Settings

Privacy and security



2. Scroll down to Additional Permissions and click Pop-ups and redirects

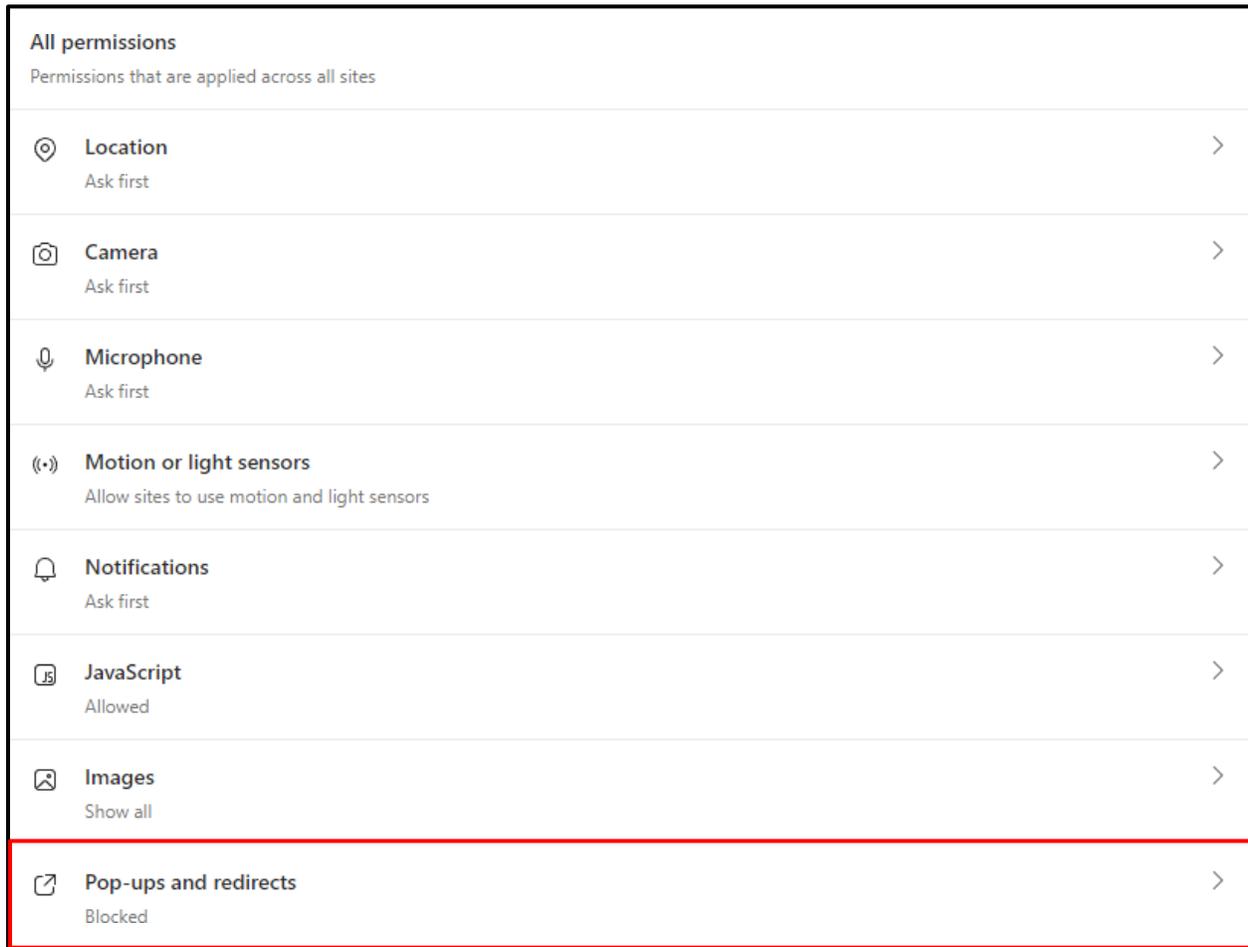




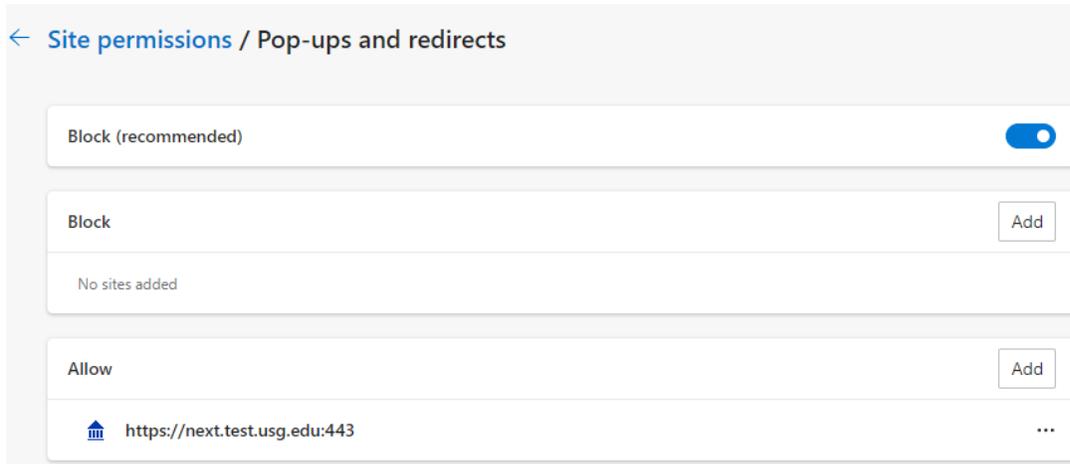
4. The Add a Site pop-up appears. Click the Add button and enter “usg.edu”.
5. Clear browser cache.
6. Close all browser windows.
7. Open a new browser window and try again.

For Microsoft Edge:

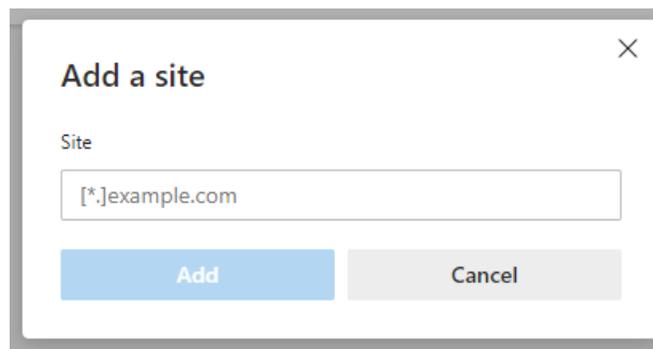
1. Navigation: Edge menu > Settings > Cookies and site permissions >
2. Scroll down to the All Permissions list
3. Select Pop-ups and redirects.



4. The browser navigates to the Site Permissions/Pop-ups and redirects page.
5. Click the Allow button. The Add a Site pop-up appears.



6. Enter usg.edu and click Add.



7. Clear browser cache.
8. Close all browser windows.
9. Open a new browser window and try again.