



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.

| Permissions | | | |
|---|--------------------|--|--|
| | Se <u>t</u> tings | | |
| 🗂 Camera | Se <u>t</u> tings | | |
| မှု Microphone | Se <u>t</u> tings | | |
| ្យ) Speaker Selection | Se <u>t</u> tings | | |
| Notifications <u>Learn more</u> | Se <u>t</u> tings | | |
| le Autoplay | Se <u>t</u> tings | | |
| 🕞 Virtual Reality | Se <u>t</u> tings | | |
| | | | |
| <mark> </mark> | <u>E</u> xceptions | | |
| ✓ Warn you when websites try to install add-ons | <u>E</u> xceptions | | |
| | | | |

- 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.

| Allowed Websites - Pop-ups | × |
|---|---|
| You can specify which websites are allowed to open pop-up windows. Type the exact address of the site you want to allow and then click Allow. | |
| A <u>d</u> dress of website | |
| usg.edu |] |
| Allow | |

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

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For Chrome:

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

Privacy and security

| | Clear browsing data Clear history, cookies, cache, and more | • |
|---|---|---|
| * | Privacy Guide Review key privacy and security controls | • |
| ٩ | Third-party cookies Third-party cookies are blocked in Incognito mode | ٠ |
| R | Ad privacy Customize the info used by sites to show you ads | • |
| Ø | Security Safe Browsing (protection from dangerous sites) and other security settings | • |
| 畦 | Site settings Controls what information sites can use and show (location, camera, pop-ups, and more) | • |

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

| Addi | Additional permissions | |
|------|---|---|
| Cont | ent | |
| ٩ | Third-party cookies Third-party cookies are blocked in Incognito mode | • |
| <> | JavaScript Sites can use JavaScript | • |
| | Images Sites can show images | • |
| ø | Pop-ups and redirects Don't allow sites to send pop-ups or use redirects | • |





| ← | Pop-ups and redirects | Q, Search |
|-------|---|--|
| Sites | s might send pop-ups to show ads, or use redirects to lead yo | ou to websites you may not want to visit |
| Defa | ult behavior | |
| Sites | s automatically follow this setting when you visit them | |
| 0 | Sites can send pop-ups and use redirects | |
| 0 | 🔀 Don't allow sites to send pop-ups or use redirects | |
| Cust | tomized behaviors | |
| Sites | s listed below follow a custom setting instead of the default | |
| Not | allowed to send pop-ups or use redirects | bbA |
| | No sites added | |
| Allov | wed to send pop-ups and use redirects | Add |
| | No sites added | |

- 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.

| All p Perm | All permissions Permissions that are applied across all sites | |
|---------------|--|---|
| 0 | Location Ask first | > |
| Ó | Camera Ask first | > |
| Ŷ | Microphone Ask first | > |
| ((•)) | Motion or light sensors Allow sites to use motion and light sensors | > |
| Ģ | Notifications Ask first | > |
| æ | JavaScript Allowed | > |
| 2 | Images Show all | > |
| Ø | Pop-ups and redirects Blocked | > |





- 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.

| ¢ | Site permissions / Pop-ups and redirects | |
|---|--|-----|
| | Block (recommended) | |
| | Block | Add |
| | No sites added | |
| | Allow | Add |
| | m https://next.test.usg.edu:443 | |

6. Enter usg.edu and click Add.

| Add a site | × |
|-----------------|--------|
| Site | |
| [*.]example.com | |
| Add | Cancel |
| | |

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