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:

2. Block pop-up windows should be 'checked' as shown below.

```
Permissions
- Location
- Camera
- Microphone
- Notifications       Learn more
  - Pause notifications until Firefox restarts
  - Autoplay
  - Virtual Reality
- Block pop-up windows
- Warn you when websites try to install add-ons

Exceptions...
```

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.

Address of website

usg.edu

Allow
```

5. Click the Save Changes button.
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 settings](image)

   - Clear browsing data
     - Clear history, cookies, cache, and more
   - Cookies and other site data
     - Third-party cookies are blocked in Incognito mode
   - Security
     - Safe Browsing (protection from dangerous sites) and other security settings
   - Site Settings
     - Controls what information sites can use and show (location, camera, pop-ups, and more)
   - Privacy Sandbox
     - Trial features are on

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

   ![Additional permissions settings](image)

   - Content
     - Cookies and site data
       - Third-party cookies are blocked in incognito mode
   - JavaScript
     - Sites can use Javascript
   - Images
     - Sites can show images
   - Pop-ups and redirects
     - Don’t allow sites to send pop-ups or use redirects
4. The Add a Site pop-up appears. Enter “usg.edu” and click the Add button.
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.

```
<table>
<thead>
<tr>
<th>Permission</th>
<th>Permission Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Location</td>
<td>Ask first</td>
</tr>
<tr>
<td>Camera</td>
<td>Ask first</td>
</tr>
<tr>
<td>Microphone</td>
<td>Ask first</td>
</tr>
<tr>
<td>Motion or light sensors</td>
<td>Allow sites to use motion and light sensors</td>
</tr>
<tr>
<td>Notifications</td>
<td>Ask first</td>
</tr>
<tr>
<td>JavaScript</td>
<td>Allowed</td>
</tr>
<tr>
<td>Images</td>
<td>Show all</td>
</tr>
<tr>
<td>Pop-ups and redirects</td>
<td>Blocked</td>
</tr>
</tbody>
</table>
```
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.