OnBase Instance Web Address

https://imaging.uni.edu

Full Address

https://prdimgfe1.imaging.uni.edu/AppNet/Login.aspx

OnBase14 - Web Browser Compatibility

Browser	Platform	Web Client(s) Supported
Apple Safari 5.1 update 9 and greater (5.1.9+)	Mac OS X	HTML
Apple Safari 6.0 update 4 and greater (6.0.4+)	Mac OS X	HTML
Apple Safari 6.1	Mac OS X	HTML
Apple Safari 7.0	Mac OS X	HTML
Firefox 24 ESR	Mac OS X & Windows	HTML
Firefox 31 ESR	Mac OS X & Windows	HTML
Microsoft Internet Explorer 9	Windows	ActiveX/HTML Web Clients
Microsoft Internet Explorer 10	Windows	ActiveX/HTML Web Clients
Microsoft Internet Explorer 11	Windows	ActiveX/HTML Web Clients

Any browsers not listed as supported in the above table are unsupported at this time.

Internet Explorer

Internet Explorer security settings must be configured properly for access to OnBase.

NOTE: These settings may already have been configured by your system administrator.

- 1. Open Internet Explorer.
- 2. Tools | Internet Options | Security [tab].
- 3. Choose the Trusted Sites zone.

4. Click the Custom level [button].

Internet Options ? X
General Security Privacy Content Connections Programs Advanced
Select a zone to view or change security settings.
Internet Local intranet Trusted sites Restricted sites
Trusted sites
This zone contains websites that you trust not to damage your computer or your files.
Security level for this zone
Allowed levels for this zone: All
Medium Prompts before downloading potentially unsafe content Onsigned ActiveX controls will not be downloaded
Enable Protected Mode (requires restarting Internet Explorer) Custom level Default level
Reset all zones to default level
OK Cancel Apply

5. Set Automatic prompting for ActiveX controls to Enable. Click OK.

Security Settings - Trusted Sites Zone
Settings
 Disable Enable Allow previously unused ActiveX controls to run without prov Disable Enable Allow Scriptlets Disable Enable Promot Disable Disable Enable Binary and script behaviors Administrator approved Disable
Fnahle Fnahle
*Takes effect after you restart your computer
Reset custom settings Reset to: Medium (default) Reset Cancel

6. Click the Sites [button].

Internet Options ? 🗴
General Security Privacy Content Connections Programs Advanced
Select a zone to view or change security settings.
0 0 10 0
Internet Local intranet Trusted sites Restricted sites
Trusted sites
This zone contains websites that you trust not to damage your computer or your files.
Security level for this zone
Custom Custom settings. - To change the settings, click Custom level. - To use the recommended settings, click Default level.
Enable Protected Mode (requires restarting Internet Explorer) Custom level Default level
Reset all zones to default level
OK Cancel Apply

7. Add the OnBase Web Client URL to the Trusted Sites zone:

Production: https://prdimgfe1.imaging.uni.edu

Trusted sites
You can add and remove websites from this zone. All websites in this zone will use the zone's security settings.
Add this website to the zone:
Websites:
https://devimgfe1.imaging.uni.edu Remove https://tstimgfe1.imaging.uni.edu Remove
Require server verification (https:) for all sites in this zone
Close

8. Uncheck Turn on Pop-up Blocker OR click Settings to whitelist the OnBase web server.

Production: <u>https://prdimgfe1.imaging.uni.edu</u>

Internet Options		? X
General Security Privacy Content Connections P	Programs	Advanced
Settings		
Select a setting for the Internet zone.		
Medium		
Blocks third-party cookies that do not have privacy policy Blocks third-party cookies that save informed be used to contact you without your expleter can be used to contact you without your save in can be used to contact you without your	ave a com ormation t licit conser nformation implicit col	pact nat can nt that nsent
Sites Import Advanced	Def	fault
Location		
Never allow websites to request your physical location	Clea	r Sites
Pop-up Blocker		
Turn on Pop-up Blocker	Set	tings
INPRIVATE	wsing star	ts
OK Can	cel	Apply

Pop-up Blocker Settings	23
Exceptions Pop-ups are currently blocked. You can allow pop-ups from specific websites by adding the site to the list below Address of website to allow: https://prdimgfe1.imaging.uni.edu Allowed sites:	
*.imaging.uni.edu imagingdev.uni.edu Remove	all
Notifications and blocking level: Play a sound when a pop-up is blocked. Show Notification bar when a pop-up is blocked. Blocking level:	
Medium: Block most automatic pop-ups 3 Learn more about Pop-up Blocker Close	5

- 9. Disable any third-party pop-up blockers (Google Toolbar, Yahoo Toolbar, etc).
- 10. Sign into the OnBase Web Client. If prompted select Don't show this message again.

ActiveX Controls Installation

Sign on to the workstation with administrative privileges and follow these steps:

- 1. Open up the releaseActiveXmsi zip folder in the software installs folder on the network.
- 2. Run the Hyland Web Active X Controls MSI file.
- 3. Click "Next" on the welcome screen.



4. Click "Next" for the destination install folder.

Hyland Web ActiveX Controls Setup	
Destination Folder Click Next to install to the default folder or click Change to choose anothe	er.
Install Hyland Web ActiveX Controls to:	
C:\Program Files (x86)\Hyland\Web ActiveX\ Change	
<u>B</u> ack Next	Cancel

5. Click "Install" to launch.

ſ	🛃 Hyland Web ActiveX Controls Setup	ļ
	Ready to install Hyland Web ActiveX Controls	
	Click Install to begin the installation. Click Back to review or change any of your installation settings. Click Cancel to exit the wizard.	
	Back Install Cancel	

- 6. Click "Yes" if prompted to allow installer to run.
- 7. Click "Finish" when installation is complete.

Internet Explorer - 32bit Configuration

Web Client Production: <u>https://prdimgfe1.imaging.uni.edu/AppNet/Login.aspx</u>

Internet Explorer needs to have the Production Imaging page added to it's "Trusted Sites" list.

- 1. Open up Internet Options
- 2. Click the "Security" tab
- 3. Click the "Sites" button
- 4. Copy and paste the URL into the "Add this webpage to the zone", click "Add"
- 5. Click "Close"
- 6. Click "OK"

🥖 https://prdimgfe1.imaging.uni.edu/AppNet/Login.aspx 🛛 🖓 👻 🚔 🖒 🗙 🎼 🍪 OnB
Internet Options
General Security Privacy Content Connections Programs Advanced
Select a zone to view or change security settings.
Internet Local intranet Trusted sites Restricted sites
Trusted sites This zone contains websites that you Sites
vour file You hav
Security level f Allowed level Me
Add this website to the zone:
Add Add
Enable P https://prdimgfe1.imaging.uni.edu Remove
Require server verification (https:) for all sites in this zone
Close

7. Have the user sign into the webpage and verify they are able to successfully look up a document and that no other ActiveX installations are required.