OnBase Web Client Setup

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.
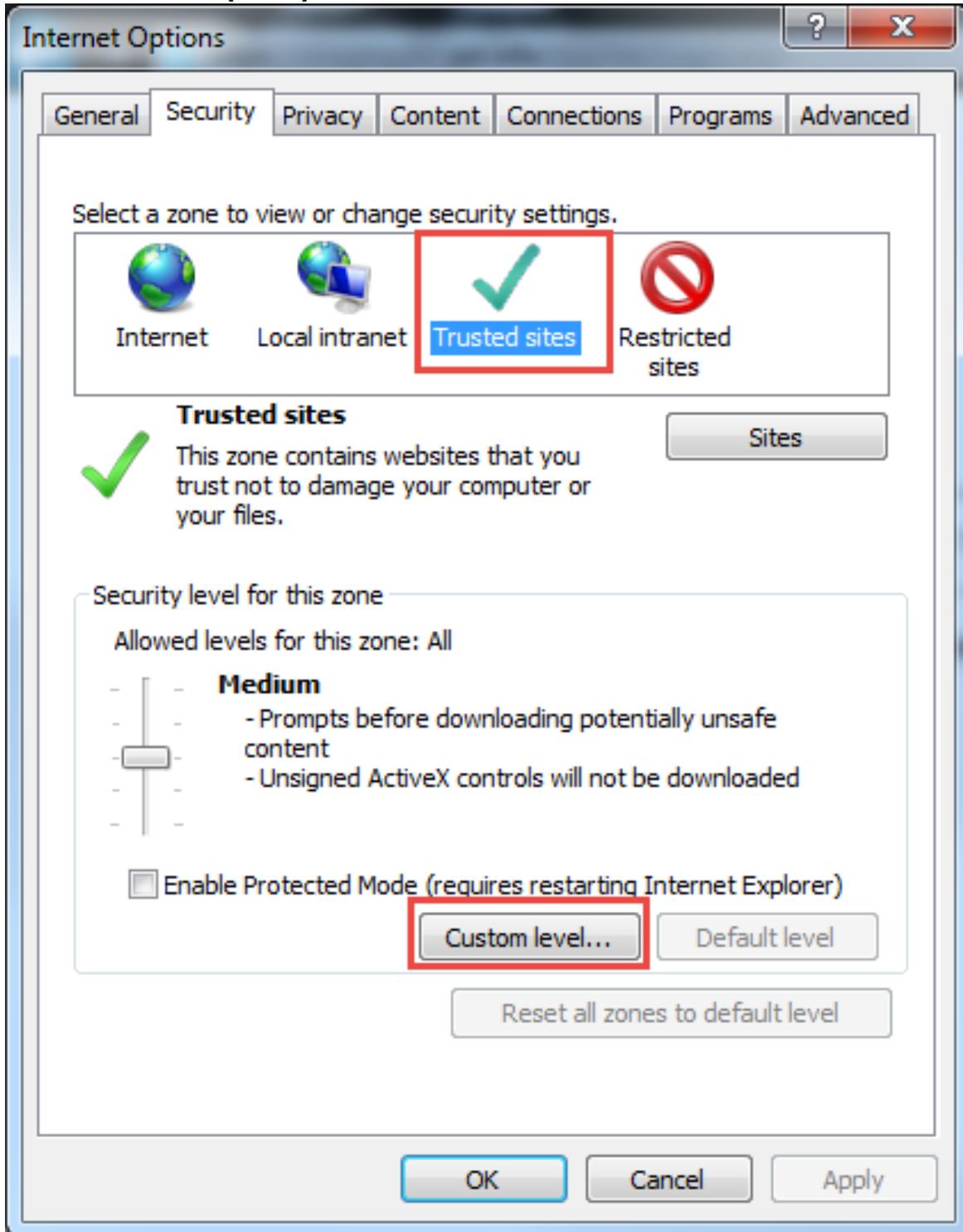
Internet Explorer

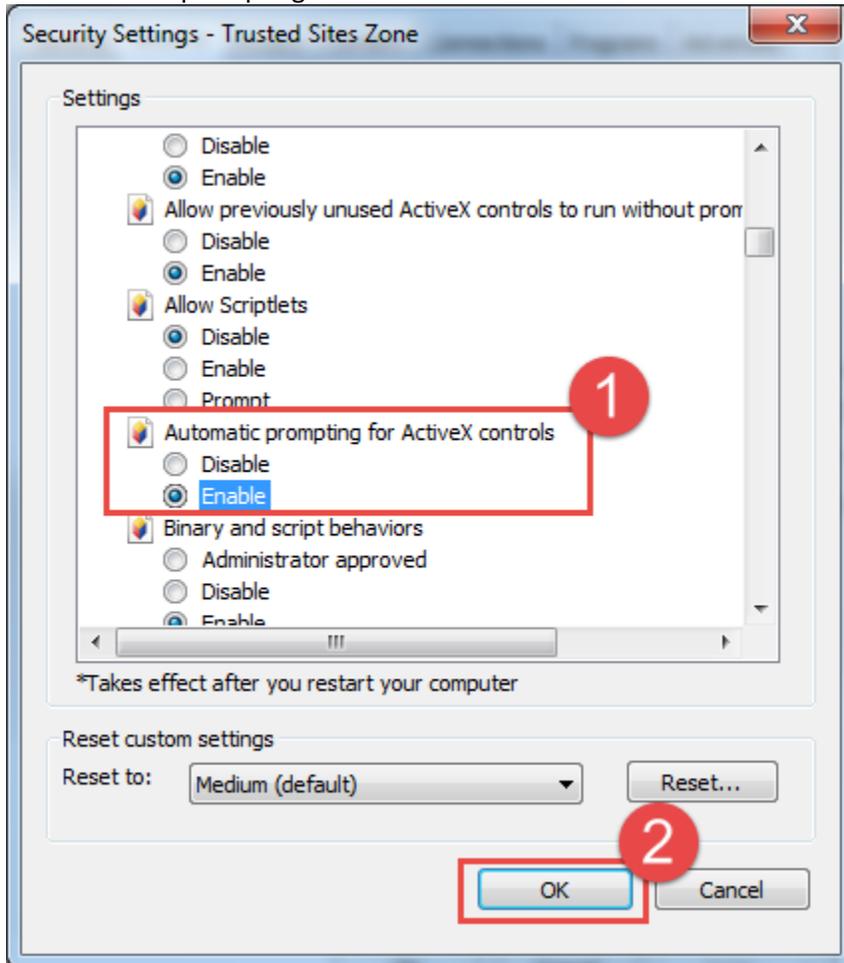Internet Explorer security settings must be configured properly for access to OnBase.

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

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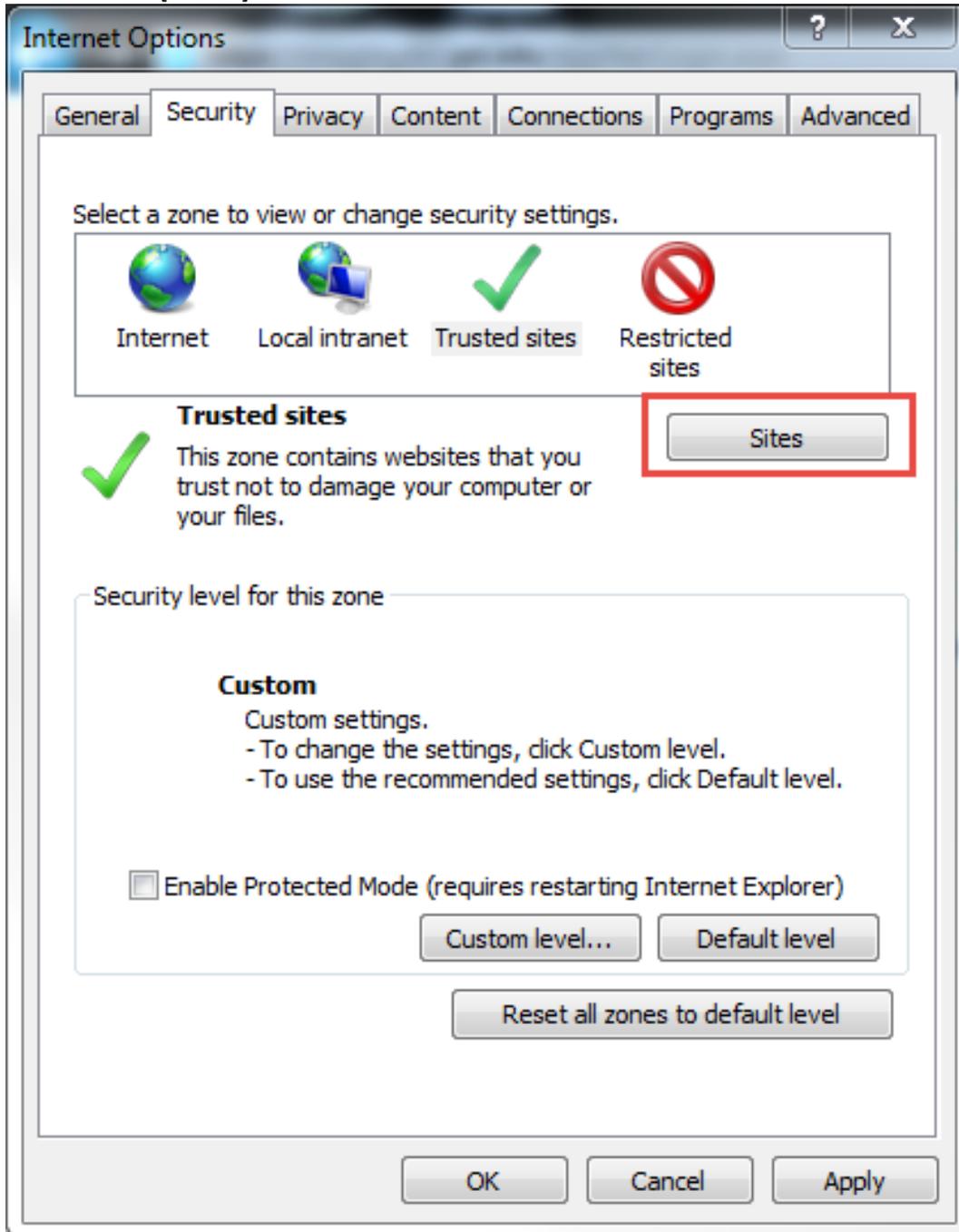3. Choose the Trusted Sites zone.

4. Click the Custom level [button].

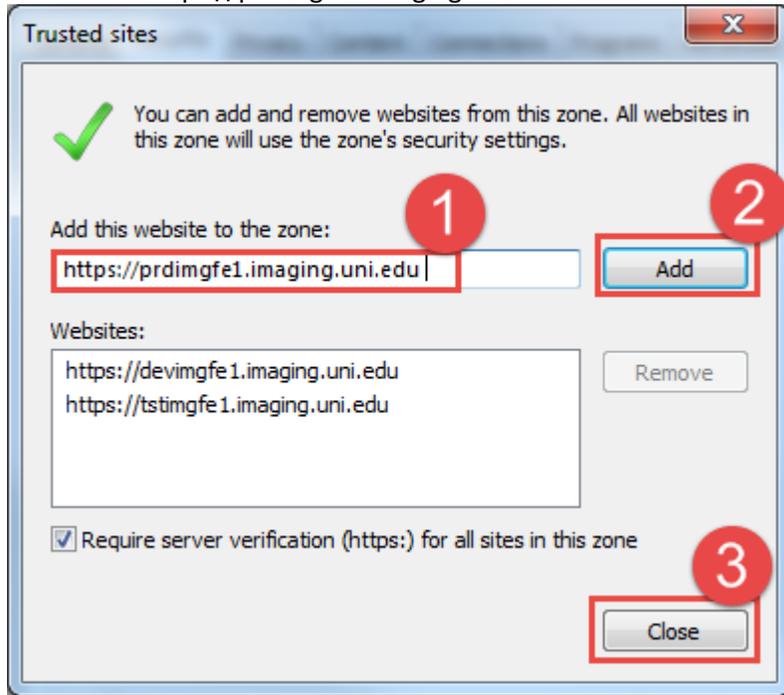5. Set Automatic prompting for ActiveX controls to Enable. Click OK.
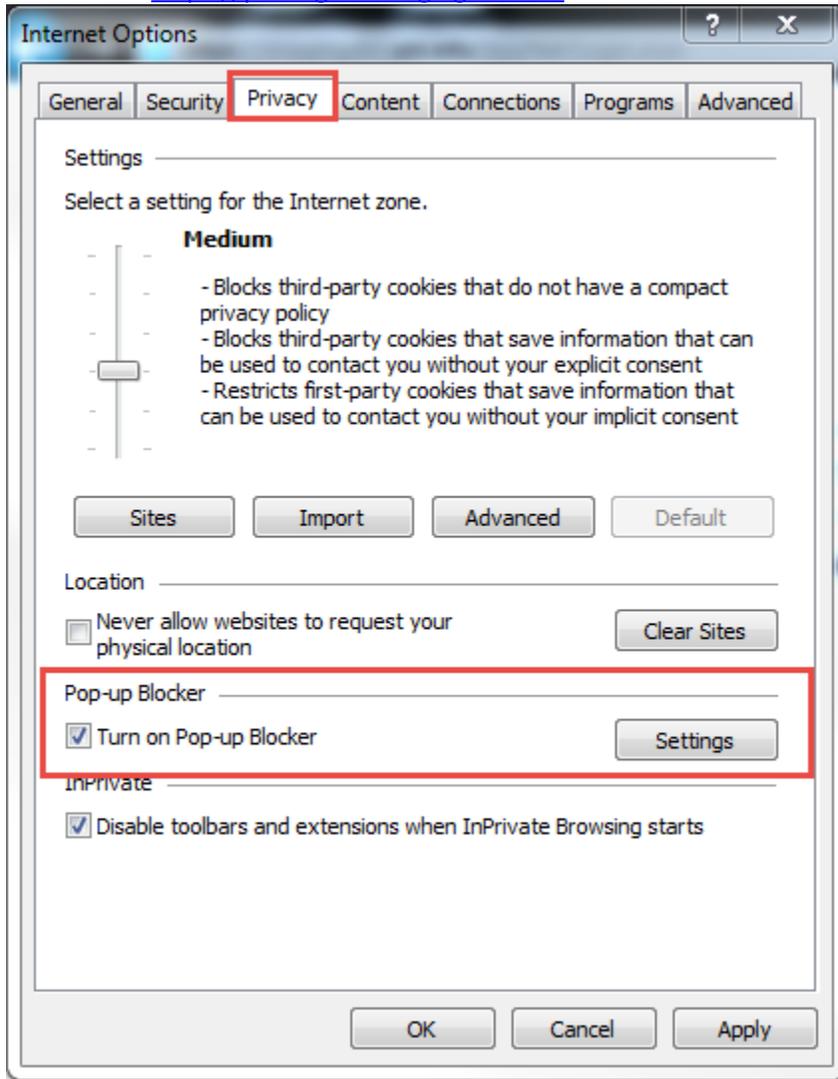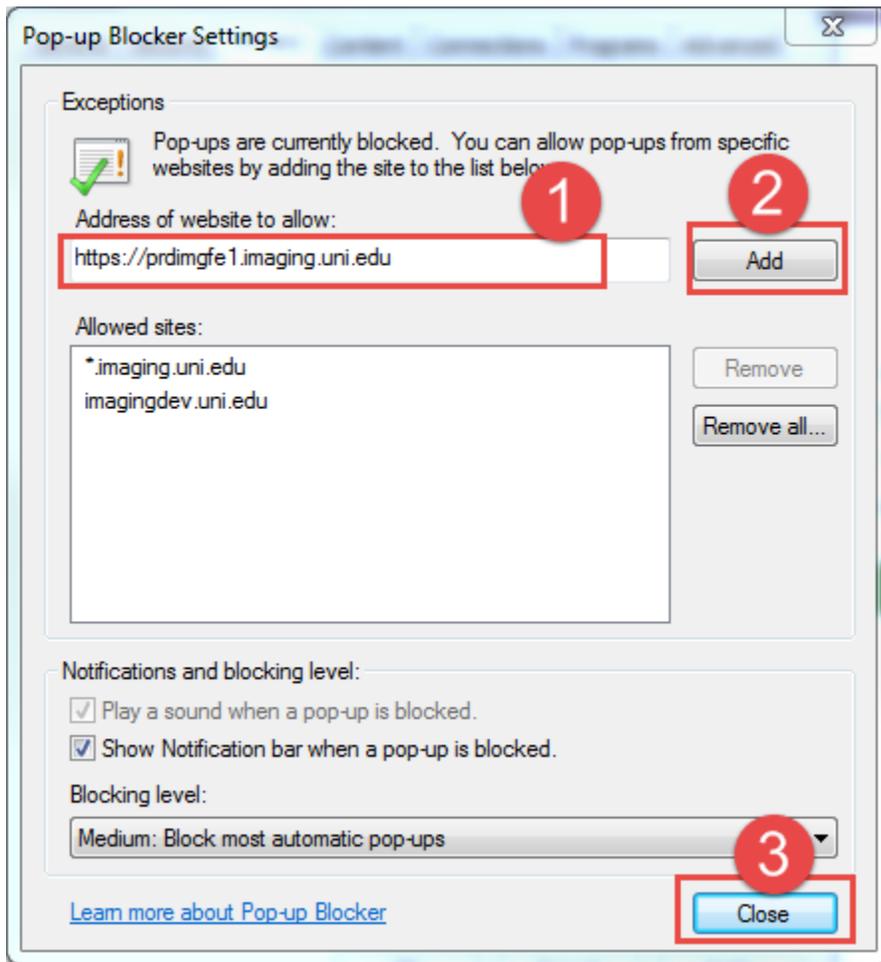
6. Click the Sites [button].

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

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

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

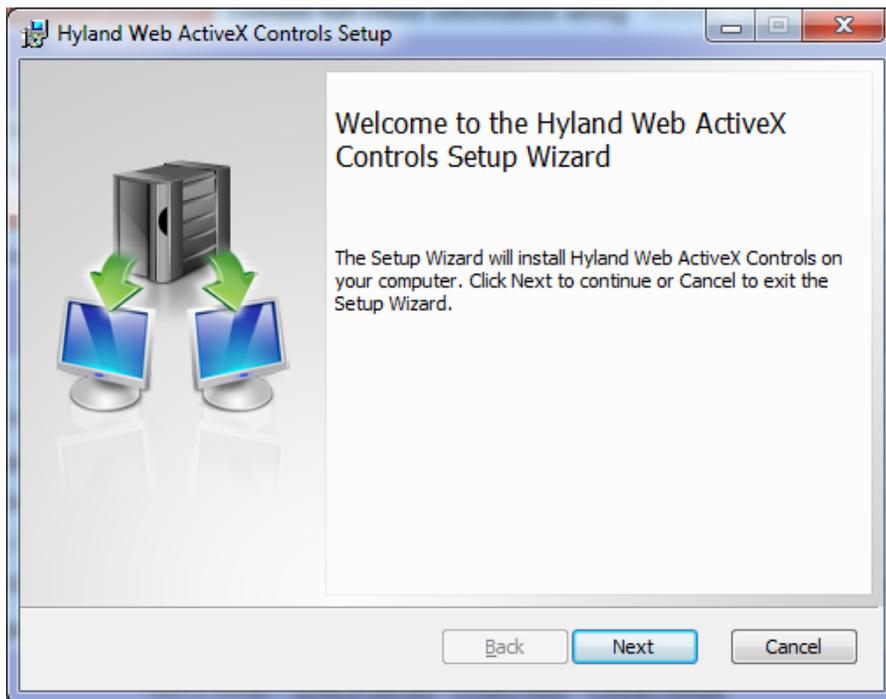Production: https://prdimgfe1.imaging.uni.edu

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.
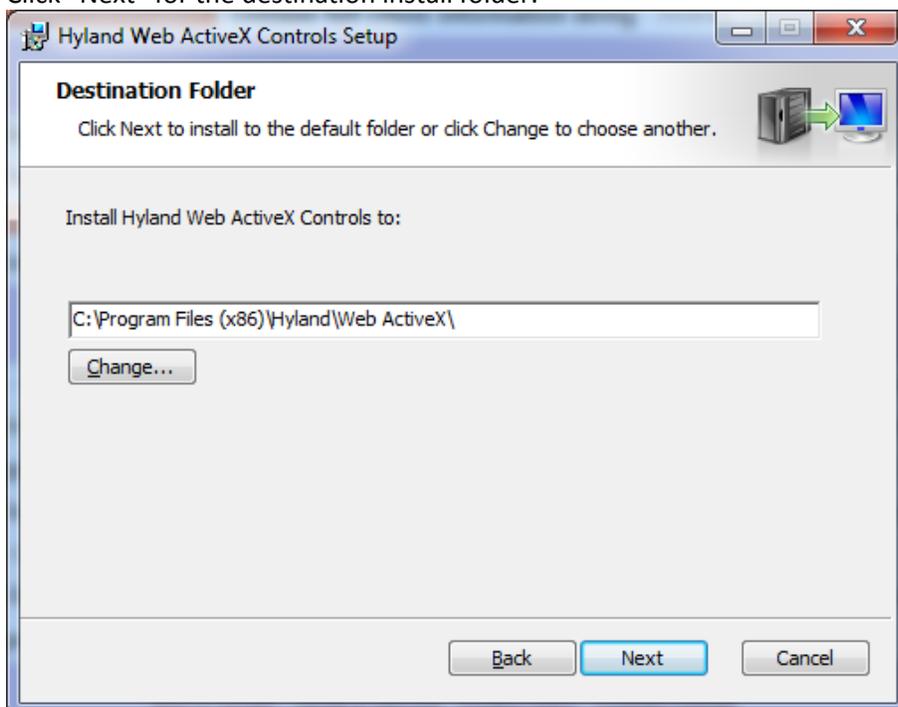
ActiveX Controls Installation

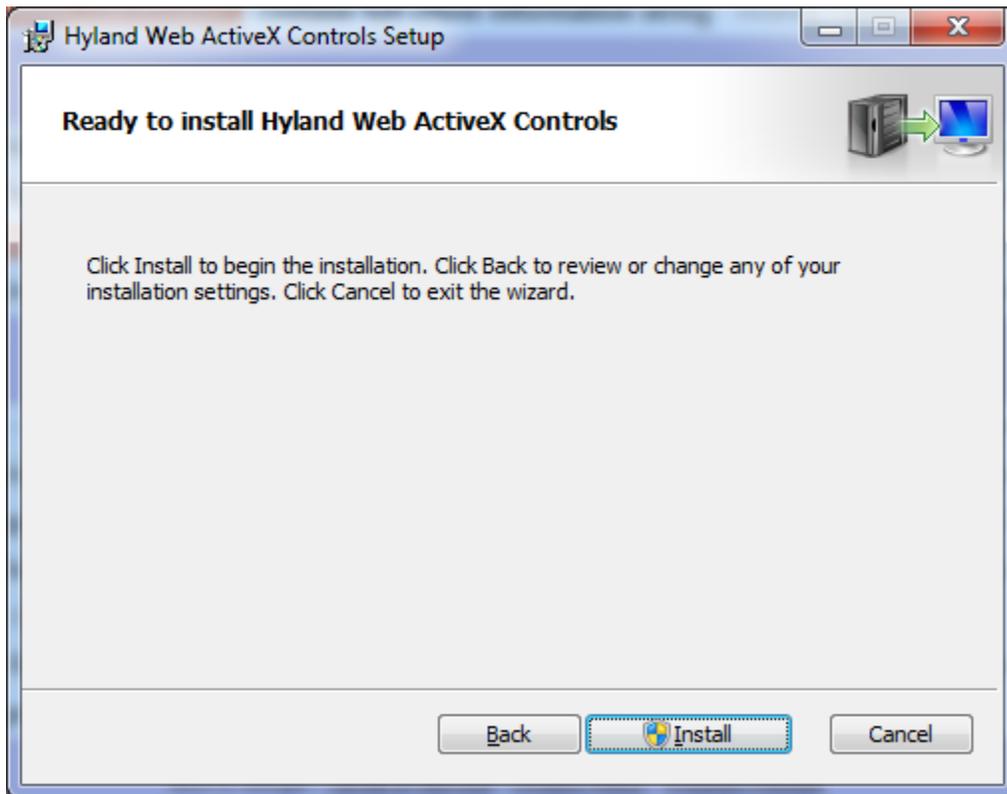Sign on to the workstation with administrative privileges and follow these steps:
1. Open up the releaseActiveXmsi zip folder in the software installs folder on the network.
2. Run the Hyland Web Active X Controls MSI file.
3. Click "Next" on the welcome screen.

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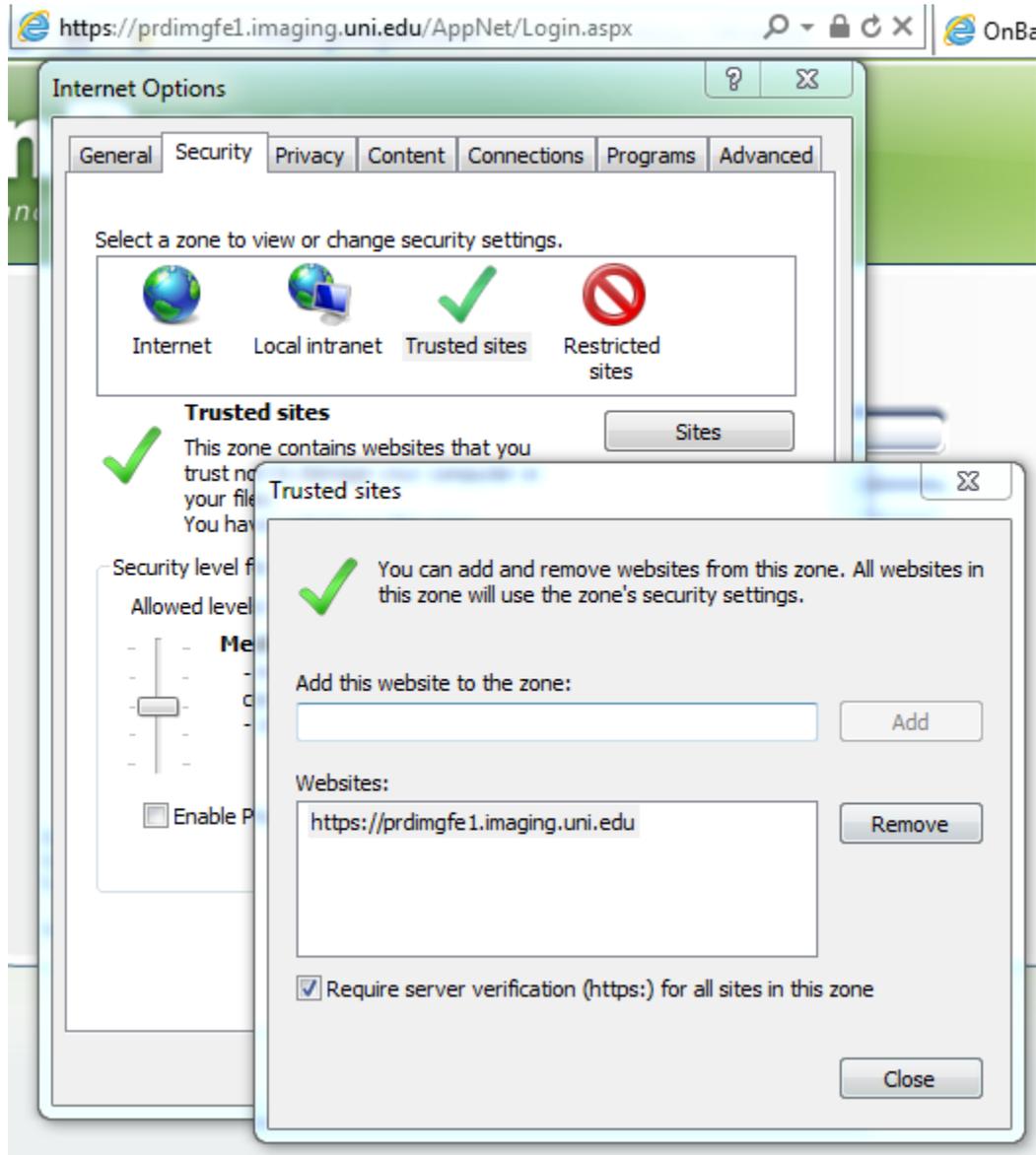

5. Click "Install" to launch.

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

Internet Explorer – 32bit Configuration

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

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"

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.