

Configure Pop-up Blocker

Most computers on campus are set up to block pop-up windows from appearing and this can interfere with your ability to work with many PeopleSoft pages and reports because PeopleSoft uses pop-ups to present information. Therefore, you will need to adjust the setting for the Pop-up Blocker in Internet Explorer so that you can use PeopleSoft without having pages blocked.

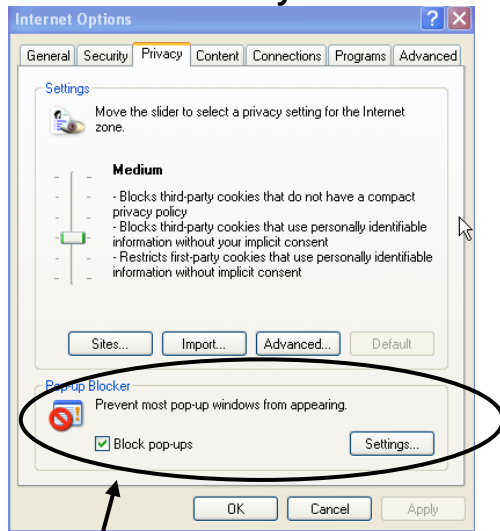
Steps

1. From within Internet Explorer select **Tools, Internet Options**.



Note: If you are using Internet Explorer 7, you can click on the **Tools** icon and then select Internet Options. To identify what version of Internet Explorer you are running, go to Internet Explorer and click on the **Help** menu and then **About Internet Explorer**. A box will display and will notify you as to the current version of Internet Explorer.

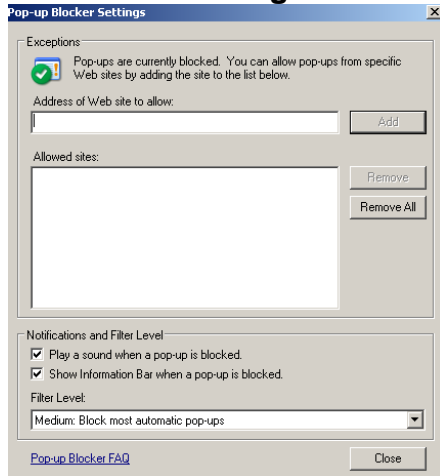
2. Click on the **Privacy** tab.



The **Block pop-ups** option should be selected.

Steps

3. Click on the **Settings** button.

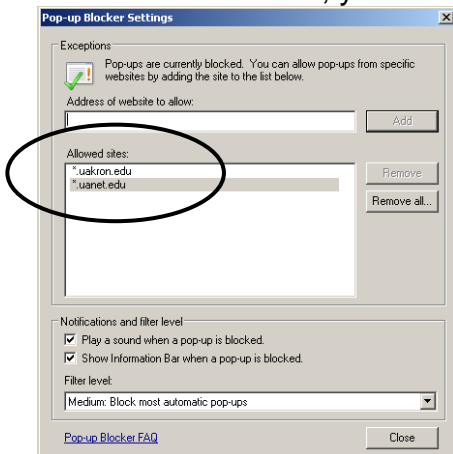


4. In the **Address of Web site to allow** field, enter:
uakron.edu

5. Click on the **Add** button.

6. Enter **uanet.edu** in the **Address of Web site to allow** field and click on the **Add** button.

7. Under **Allowed Sites**, you should see *.uakron.edu and *.uanet.edu.



8. Verify that the checkbox for **Show Information Bar when a pop-up is blocked** is selected.

9. Click on the **Close** button. Click on the **OK** button.