Learning Center Computer and Security Settings

Please Note: To allow your computer to communicate most effectively with the Learning Center, and update your training record with the proper completion statuses, please follow the instructions below. Please check with your Supervisor or IT staff, if applicable, prior to making any changes to your computer settings.

Choose the Internet browser you use:

Internet Explorer v8.0 or higher – Go to Page 2



Google Chrome – Go to Page 4

Mozilla Firefox – Go to Page 6

For instructions on what to do with security warning messages that may come up while taking courses in the Learning Center, go to page 8.

Instructions for Internet Explorer v8 or Higher

Begin by going to the Learning Center home page.

To change Pop-Up settings:

- On the Tools Menu Select Internet Options -> Privacy Tab
- 2. In the Popup Blocker Section "Turn on Pop-up Blocker" should NOT be checked
- 3. Click OK.

To change Cookie settings:

- On the Tools Menu Select Internet Options -> Privacy Tab
- 2. Click the Advanced button (right above the Popup Blocker area) – There should be checkmarks in the following 4 areas:
 - a. Override automatic cookie handling;
 - b. Accept First-party cookies;
 - c. Accept Third-party cookies;
 - d. Always allow session cookies
- 3. Click OK.

To clear the browser cache:

- 1. On the Tools Menu Select Internet Options -> General Tab
- 2. Click the Delete button in the Browsing History section.
- 3. Put a checkmark next to Temporary Internet Files, Cookies, and History. All other checkboxes should be unchecked.
- 4. Click the Delete button.
- 5. After all progress bars have completed, click OK.

Internet Op General	tions ecurity Privacy Content Connections Programs Ad	? X Ivanced	elete Browsing History Preserve Favorites website data
Home page	e To create home page tabs, type each address on its own https://www.google.com/ Use current Use default Use blan history Delete temporary files, history, cookies, saved passwords and web form information. Delete browsing history on exit	line.	Keep cookies and temporary Internet hies to websites to retain preferences and display to the second sec
Search - Tabs - Appearar Col	Delete Setting Change search defaults. Setting Change how webpages are displayed in tabs. Setting ce Setting ors Languages Fonts Accessibility	s	Eorm data Saved information that you have typed into Passwords Saved passwords that are automatically fille to a website you've previously visited. InPrivate Filtering data Saved data used by InPrivate Filtering to de be automatically sharing details about your
	OK Cancel	Apply	About deleting browsing history



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save preferences

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Cancel

forms.

To set the Compatibility settings:

If you are running Internet Explorer 8 or higher: (On the Help Menu, select "About Internet Explorer" to see the version you're running):

- 1. On the Tools Menu, select "Compatibility View Settings"
- 2. "uwosh.edu" should be in the first box. Click the "Add" button to add this website to the larger box below it.
- 3. Put a checkmark in "Display all websites in Compatibility View"
- 4. Click the Close button.
- 5. Close your Internet browser and open a new one to apply these setting changes.

Add this website:	
uwosh.edu	Add
Websites you've added to Compatibility View:	
	Remove
1	
🔲 Include updated website lists from Microsoft	

Your computer also needs the following installed:

- Adobe Flash Player
- Adobe Acrobat Reader

(If you need to update either of these, go to the Learning Center home page. Click on Training Support/Distance Learning Tools or Training Resources link in the left navigation bar)

Instructions for Google Chrome

To change Pop-Up settings:

- 1. Click the Chrome menu (\equiv) and choose "Settings" from the dropdown list.
- 2. Select the "Show Advanced Settings" link at the bottom, if shown.
- 3. In the Privacy Section, click the Content Settings button to view more options.
- 4. Scroll down to the Pop-ups section and select, "Allow all sites to show pop-ups"
- 5. Click the Done button

Content settings	×
Pop-ups	•
Allow all sites to show pop-ups	
 Do not allow any site to show pop-ups (recommended) 	
Manage exceptions	

To change Cookie settings:

- 1. Click the Chrome menu (Ξ) and choose "Settings" from the dropdown list.
- 2. Select the "Show Advanced Settings" link at the bottom, if shown.
- 3. In the Privacy Section, click the Content Settings button to view more options
- 4. In the Cookies Section, select "Allow local data to be set (recommended)
- 5. Click the Done button

Content settings	×	
Cookies		
Allow local data to be set (recommended)		
Keep local data only until you quit your browser		
Block sites from setting any data		
Block third-party cookies and site data		
Manage exceptions All cookies and site data		

To clear the browser cache:

- 1. Click the Chrome menu (\equiv) and choose "Settings" from the dropdown list.
- 2. Select the "Show Advanced Settings" link at the bottom, if shown.
- 3. In the Privacy Section, click the "Clear browsing data" button.

Privacy			
	Content settings	Clear browsing data	

Google Chrome may use web services to improve your browsing experience. You may optionally disable these services. Learn more

- 4. Put checkmarks in the following boxes:
 - a. Browsing history
 - b. Download history
 - c. Cookies and other site and plug-in data
 - d. Cached images and files
- 5. Click the "Clear browsing data" button

Clear browsing data	×
Obliterate the following items from: the beginning of time 💌	
Browsing history	
Download history	
Cookies and other site and plug-in data	
Cached images and files	
Passwords	
Autofill form data	
Hosted app data	
Content licenses	
Learn more Clear browsing data Cancel	
Saved content settings and search engines will not be cleared and may reflect your browsing habits.	

Instructions for Mozilla Firefox

To turn off Pop-Up blocking:

- 1. On the Tools Menu Select Options
- 2. Choose the Content tab
- **3.** Remove the checkmark from the "Block pop-up windows" box
- 4. Click the OK button



To change Cookie Settings:

- 1. On the Tools Menu Select Options
- 2. Choose the Privacy tab
- **3.** Choose "Use custom settings for history" from the drop down menu.
- 4. Put checkmarks in the:
 - a. Accept cookies from sites box
 - **b.** Accept third-party cookies box
- 5. Click the OK button

Options							×
General	Tabs	反 Content		Privacy	Security	Sync	Advanced
Tracking -	vebsites I <u>d</u>	o not want t	o be tracked	-			
	ilways use p Iways use p I Remen I Remen I Accept	private brow nber my brov nber search a t cookies fror	s for history sing mode vsing and down and <u>f</u> orm history m sites	load history	,	Exce	ptions
	Keep u	cept third-pa until: they history when	expire Firefox closes	•		<u>S</u> how C	bookies
Location E When <u>u</u> si	ar ng the locat	tion bar, sug	gest: History	and Bookm	arks 💌		
				OK	Cance	2	Help

Learning Center Computer Settings - Mozilla Firefox

To clear the browser cache:

- 1. On the Tools Menu Select Options
- 2. Choose the Advanced tab and then the Network tab.
- **3.** In the Cached Web Content section, click the Clear Now button.
- 4. Click the OK button

Options		×
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General Tabs Content Applications Privacy Security	Sync	Advanced
General Network Update Encryption		
Connection		
Configure how Firefor connects to the Internet	Sett	ings
Cached Web Content		
Your web content cache is currently using 10.3 MB of disk space	<u>C</u> lea	r Now
Override automatic cache management		
Limit cache to 350 🖉 MB of space		
- Offling Web Content and Ling Data		
Vera entiretien enteria errentiu urien 0 huten eficiel energi	Clos	r Now
Tell me when a website asks to store data for offline use	Excep	tions
The following websites are allowed to store data for offline use:	_	
	Rem	iove
OK Cano	el	<u>H</u> elp

Security Warning Responses

While you are accessing an online course, you may see the following warnings. Be aware that sometimes these security messages are displayed behind the active pop up window, making it "freeze" temporarily until the user clicks Yes or No.

The recommended response follows each warning.

• **Security Warning**: Do you want to view only the webpage content that was delivered securely?

Select **NO** (if you select Yes, you will see "Navigation has been canceled.")

ecurity	/ Warning X
A	Do you want to view only the webpage content that was delivered securely?
	This webpage contains content that will not be delivered using a secure HTTPS connection, which could compromise the security of the entire webpage.
Mor	re Info

• Security Warning: This page has an unspecified potential security risk. Would you like to continue?

Select YES



- Security Warning: The current webpage is trying to open a site in your Trusted Sites list. Do you want to allow this? Select YES
- Have you completed this course component?
 - Select **OK** to set your status to Completed.
 - Select Cancel to leave your status In Progress.

