

Allowing Pop-up Windows




This job aid provides step by step instructions on allowing pop-up windows in the following browsers: Internet Explorer 6.0, Internet Explorer 7.0, and Firefox 3.0.6.

Often if windows do not appear when clicking on links in the system, it means you need to turn off your popup blocker.

Internet Explorer 6.0 (PC Machine)

Step 1.

Navigate to Internet Explorer ().

Step 2.

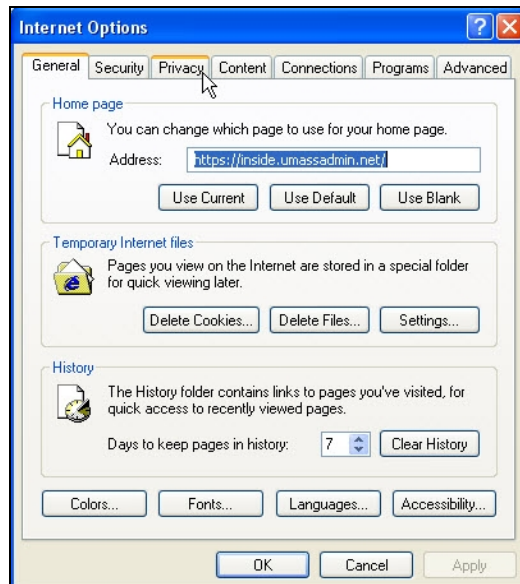
Click on TOOLS in the browser navigation menu. The **TOOLS** dropdown list opens.



Step 3.

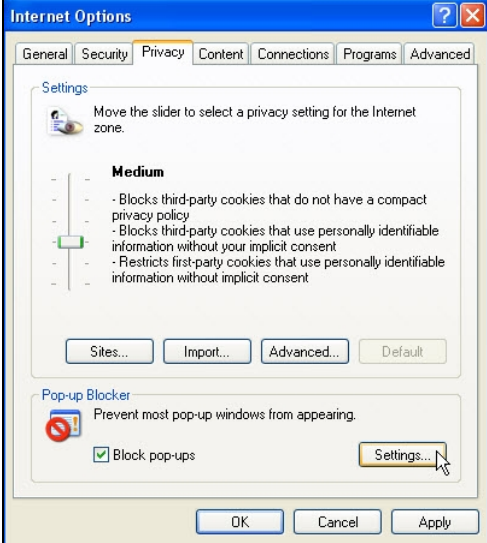

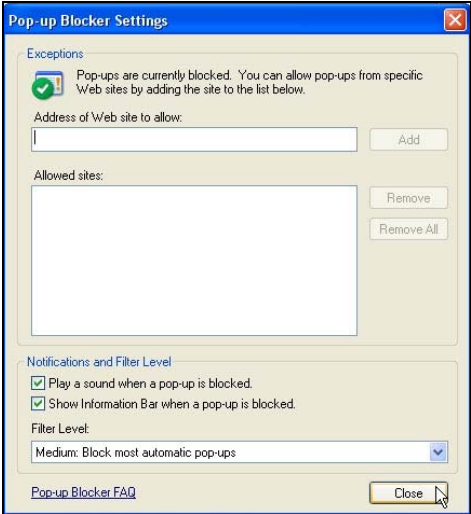
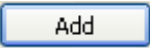
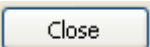
Click on Internet Options.

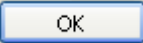

The Internet Options window opens.

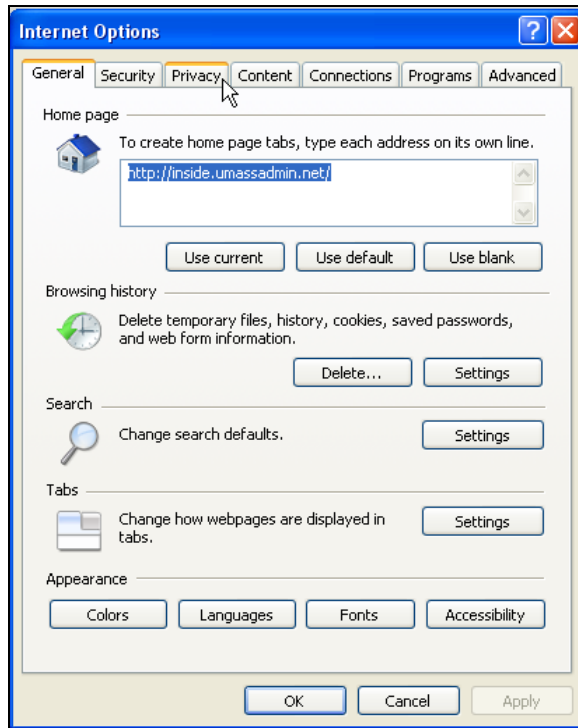


Step 4.

Click on the Privacy tab. The Privacy tab opens.

	
<p>Step 5.</p>	<p>Click on the  button under the Pop-up Blocker section.</p> <p>The Pop-up Blocker Settings window opens.</p> 
<p>Step 6.</p>	<p>Enter the link into the Address of Web Site to allow field:</p> <p>upk.umass.edu to allow UPK</p> <p>applications.umasscs.net to allow HR Direct and Finance</p>
<p>Step 7.</p>	<p>Click the  button.</p>
<p>Step 8.</p>	<p>Click the  button. The Pop-up Blocker Settings window closes.</p> <p>The Internet Options window remains open.</p>

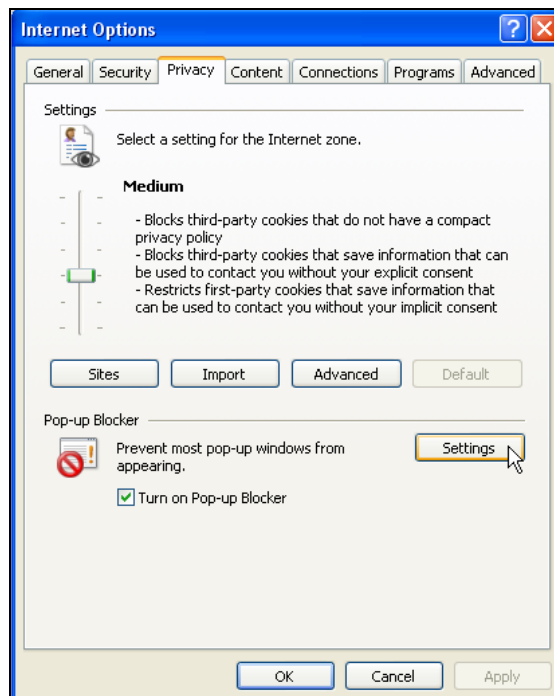
<p>Step 9.</p>	<p>Click the  button.</p>
Internet Explorer 7.0 (PC Machine)	
<p>Step 10.</p>	<p>Navigate to Internet Explorer ()</p>
	<p>Internet Explorer 7.0 opens.</p>
<p>Step 11.</p>	<p>Click on Tools in the browser navigation menu. The Tools dropdown list opens.</p>
<p>Step 12.</p>	<p>Click on Internet Options.</p> <p>The Internet Options window opens.</p>


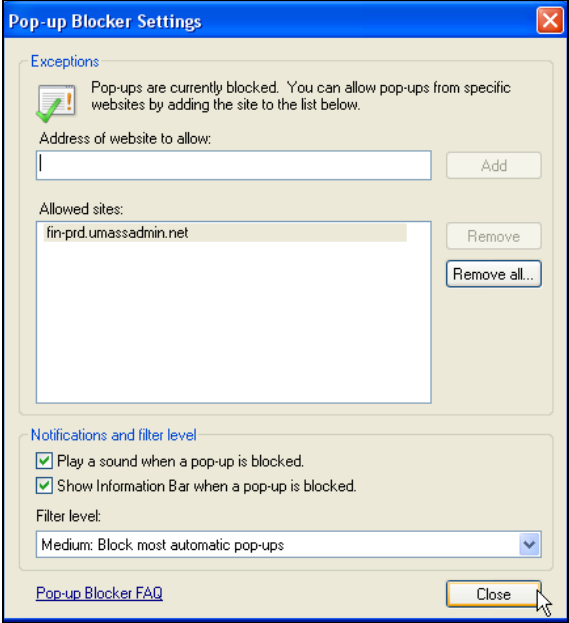
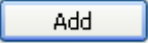
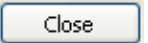


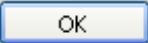

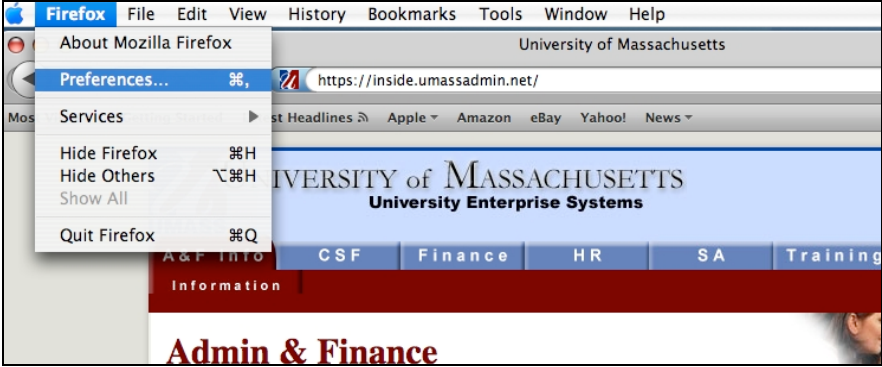
Step 13.

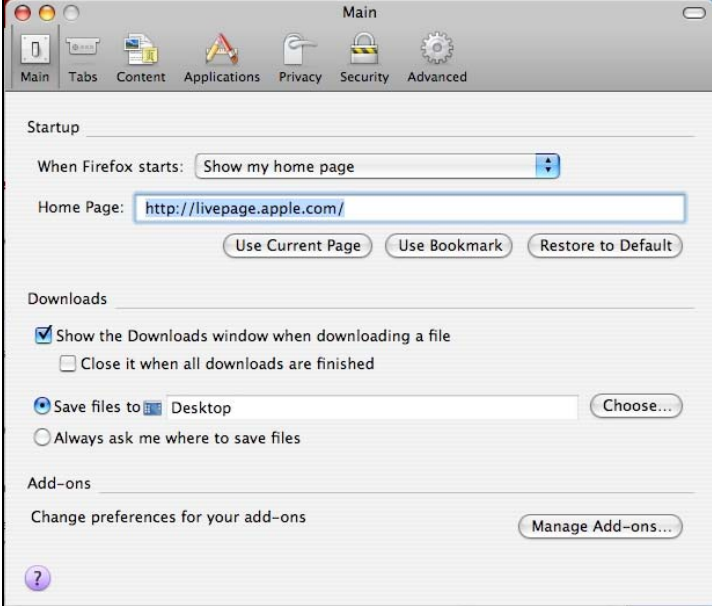
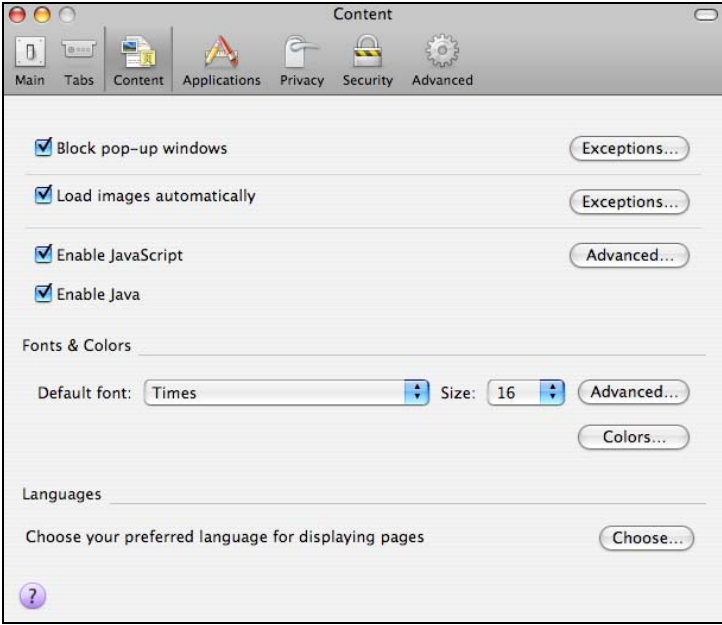
Click on the Privacy tab.

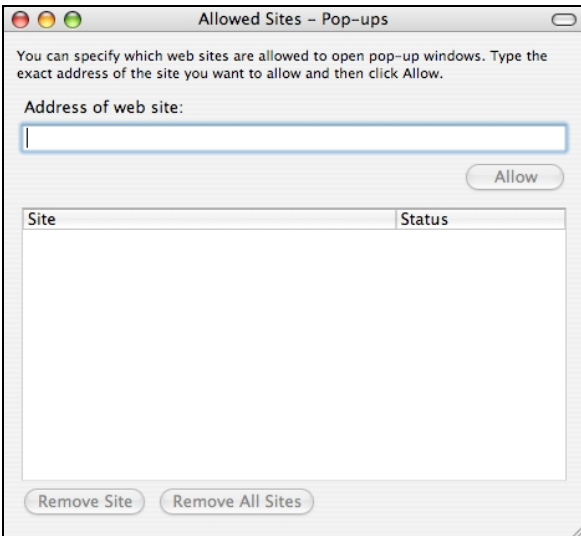
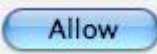

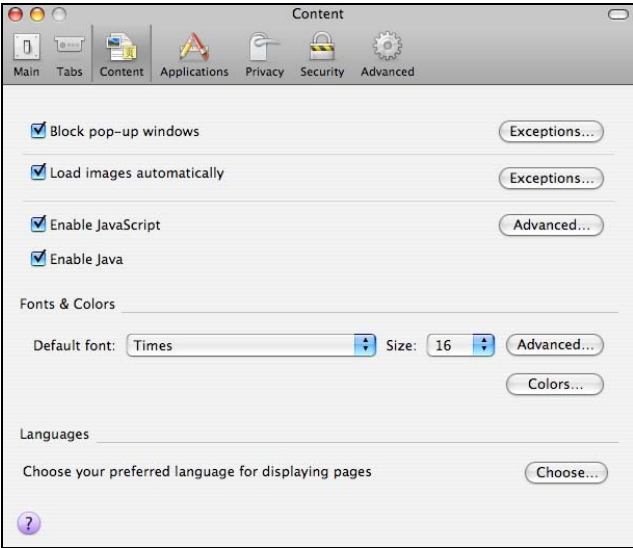

The Privacy tab opens.



<p>Step 14.</p>	<p>Click on the  button under the Pop-up Blocker section.</p> <p>The Pop-up Blocker Settings window opens.</p> 
<p>Step 15.</p>	<p>Enter the link into the Address of Web Site to allow field:</p> <p>upk.umass.edu to allow UPK applications.umasscs.net to allow HR Direct and Finance</p>
<p>Step 16.</p>	<p>Click the  button.</p>
<p>Step 17.</p>	<p>Click the  button.</p> <p>The Pop-up Blocker Settings window closes. The Internet Options window is still open.</p>

<p>Step 18.</p>	<p>Click the  button.</p>
<p>Firefox (Mac Machine)</p>	
<p>Step 1.</p>	<p>Navigate to Firefox ().</p>
<p>Step 2.</p>	<p>Click on Firefox in the top right of the browser menu.</p> 
<p>Step 3.</p>	<p>Click on Preferences.</p> <p>The Preferences window opens.</p>

	 <p>The screenshot shows the 'Main' preferences window in Firefox. The 'Startup' section is active, showing 'When Firefox starts' set to 'Show my home page' and 'Home Page' set to 'http://livepage.apple.com/'. There are buttons for 'Use Current Page', 'Use Bookmark', and 'Restore to Default'. The 'Downloads' section has 'Show the Downloads window when downloading a file' checked, and 'Save files to' set to 'Desktop'. The 'Add-ons' section has a 'Manage Add-ons...' button.</p>
<p>Step 4.</p>	<p>Click on the Content tab.</p> <p>The Content tab opens.</p>  <p>The screenshot shows the 'Content' preferences window in Firefox. The 'Block pop-up windows' checkbox is checked, with an 'Exceptions...' button to its right. Other checked options include 'Load images automatically', 'Enable JavaScript', and 'Enable Java'. The 'Fonts & Colors' section shows 'Default font' as 'Times' and 'Size' as '16'. The 'Languages' section has a 'Choose...' button.</p>
<p>Step 5.</p>	<p>Click on the Exceptions... button to the right of the Block pop-up windows checkbox.</p> <p>The Allowed Sites – Pop-ups window opens.</p>

	
<p>Step 6.</p>	<p>Enter link into the Address of Web Site field:</p> <p>upk.umass.edu to allow UPK applications.umasscs.net to allow HR Direct and Finance</p>
<p>Step 7.</p>	<p>Click the  button.</p>
<p>Step 8.</p>	<p>Click the Close button () in the top left corner of the window.</p> <p>The Content tab is still open.</p> 
<p>Step 9.</p>	<p>Click the Close () button in the top left corner of the window.</p>
<p>End of Procedure</p>	



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