

Windows and Internet Explorer (IE) Guide for Secure Access

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Java is a requirement for remote access. If you do not have Java installed, please install it through <u>www.java.com</u> or through the App store by searching Java. Follow the guide below on how to install Java directly through the website.

You can check if you have Java installed by going to your System Preferences and look under the "**Other**" category. If Java is not listed, you will have to install Java. If you have Java previously installed already, you may skip this step and move forward to the Java Security settings.

- 1. Open up Internet Explorer (in Desktop mode if Windows 8+)
- 2. Go to <u>www.java.com</u> and then click on "Free Java Download" on the main page.
- 3. Click on the red button that says "Agree and Start Free Download".

Download Java for Windows

Recommended Version 7 Update 60 (filesize: 896 KB)



By downloading Java you acknowledge that you have read and accepted the terms of the <u>end user license agreement</u>

When your Java installation completes, you may need to restart your browser (close all browser windows and re-open) to enable the Java installation.

4. Click on "Run" when prompted to download the setup file and "Run" again when prompt to install.





5. On the Welcome window, click on "Install".

Java Setup - Welcome	×
الله المعالم الم	ORACLE
Welcome to Java	
Java provides safe and secure access to the world of amazing J From business solutions to helpful utilities and entertainment, Ja your internet experience come to life.	ava content. ava makes
Note: No personal information is gathered as part of our instal Click here for more information on what we do collect	ll process. t.
Click Install to accept the license agreement and install Ja	va now.
Change destination folder	Install >

6. **UNCHECK** "Install the Ask Toolbar in Internet Explorer" and click "**Next**"; "Close" when complete.

Java Setup	Java Setup - Complete
Offer to install the Search App by Ask	
Search 💋 🛐 💽 Uderth Mail 🖸 🔗 65° 🗤 🖂 🖄	You have successfully installed Java
Get Facebook status updates directly in your browser, listen to top radio stations, and get easy access to search and weather. The Search App by Ask installs in Internet Explorer. SEARCH APPLICATION END USER LICENSE AGREEMENT This Search Application End User License Agreement ("Agreement"), applies to web search Set and keep Ask as my default search provider Set and keep Ask. com as my browser home page and new tabs page	When Java updates are available, you will be prompted to download and install. We recommend you always do so to ensure your system has the latest performance and security improvements. See the instructions if you want to change this behavior.
Texallicking "Next" and installing the Search App by Ask, your use is subject to the Ask.com <u>Terms and Conditions</u> and <u>Privacy Policy</u> . The Search App by Ask is a product of APN, LLC. De-selecting both of the checkboxes above declines this optional search offer and proceeds with the rest of the install process.	Java is working.
Cancel Next>	Back Close



Important Note: Please close out of all web browsers and make sure you are at your main Desktop view.

- 1. Click on the "Start Menu" icon
- on the bottom left hand side of the screen.
- 2. WINDOWS 7 In "Search Programs and Files" type java



- 3. Find "Configure Java" to open the Java Control Panel
- 4. On the "Java Control Panel" window, click on the "Security" tab.

🛓 Java Control Panel		
General Java Security	Advanced	
About	7	
View version information	about Java Control Panel.	
		About
Network Settings		
Network settings are use use the network settings these settings.	d when making Internet connections. in your web browser. Only advanced	By default, Java will users should modify
	Net	twork Settings
Temporary Internet Files	\$	
Files you use in Java app later. Only advanced use	lications are stored in a special folder ers should delete files or modify these	for quick execution settings.
	Settings	View
Java in the browser is er	abled. See the Security tab	
	ОК	Cancel Apply



- 5. Under the "Security" tab, click on "Edit Site List ... " and click "Add" 🛓 Java Control Panel - • × General Java Security Advanced 📝 Enable Java content in the browser Security Level Very High - High (minimum recommended) x 🕌 Exception Site List Applications launched from the sites listed below will be allowed to run after the appropriate security prompts. Click Add to add an item to this list. Medium Java applications identified by a certificate from a trusted authority will be allowed to run. Exception Site List Applications launched from the sites listed below will be allowed to run after the appropriate security prompts. Click Edit Site List. to add items to this list. Edit Site List... Add Remov Restore Security Prompts Manage Certificates... 🔒 FILE and HTTP protocols are considered a security risk. We recommend using i Add entries in the table OK Cancel Apply OK Cancel
 - 6. Select the open field and type in https://web.childrensmn.org/ then click **"OK"**.

🛃 Exception Site List
Applications launched from the sites listed below will be allowed to run after the appropriate security prompts.
Location
https://web.childrensmn.org
Add Remove
ETLE and HTTP protocols are considered a security risk. We recommend using HTTPS sites where available.
Cancel

7. Verify <u>https://web.childrensmn.org</u> is the Exemption list and click "OK" again to exit the "Java Control Panel"

Exception Site List		
Applications launched from the sites li	sted below will be allowed to run	after the appropriate security
k prompts.		
https://web.childrensmn.org	A	
	-	Edit Site List
	•	
	Restore Security Prompts	Manage Certificates
	OK	Cancel Apply



1. Open "Internet Explorer" and go to "Internet Options"



2. Click on "Security tab" > "Trusted Sites" > "Sites"





3. Add <u>https://web.childrensmn.org/</u> to the "Trusted Sites"

			_
٦	Trusted sites		x
You can add and ren this zone will use the	nove websites from this e zone's security setting	s zone. All websites gs.	in
Add this website to the zone https://web.childrensmn.o	: prg/	Add	
Websites: https://web.childrensmn.or	g	Remove	
Require server verification	n (https:) for all sites in	this zone	
		Class	
Enable Protected Mo	de (requires restarting	Close Internet Explorer)	
Enable Protected Mo	de (requires restarting Custom level Reset all zon	Close Internet Explorer) Default level les to default level	

- 4. Close all Option windows and restart Browser
- 5. Go to https://web.childrensmn.org/ and fill out all fields accordingly:
 - **Username** Children's provided username
 - **Password** Children's password
 - Security Code (*if applicable*) Six digit token code from your VIP Access App
 - Click on the "Login" button.

Children's Secure Access - Sign In

Security and Privacy Statement

Username Password	For basic access, enter only your Children's Username and Password.
Tokencode (Optional)	If you have a SecurID Token, you may include your Tokencode for additional access.
Log In	

Children's Secure Access Instructions

If you have any questions or concerns,

Please contact Children's Help Desk at 651-855-2500 for further assistance. (24/7 Operations)