Preparing Internet Explorer 7 & 8 for eRequest

Steps

1. Determine your browser version.
   a. Launch Internet Explorer.
   b. On the menu bar click Help and select About Internet Explorer.
   c. Note the Version.
   d. Click OK.
   e. Follow Steps 2-4 for both versions.
2. Add the Ketera website to your Trusted Sites.
   a. Click **Tools** on the Menu bar or on the Command bar.
   b. Select **Internet Options** from the menu.
   c. Select the **Security** tab in **Internet Options**.
   d. Click **Trusted sites**.
   e. Click **Sites**.
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e. Type “https://*.ketera.com” in the **Add this website to the zone:** field.

![Image of Trusted sites dialog box]

f. Click **Add**.

g. Verify that the site is now visible in the **Websites:** field.

![Image of Trusted sites dialog box with site added]
3. **Add the eRequest website to your Trusted sites.**
   
a. Type “https://erequest.osu.edu” in the **Add this website to the zone:** field.
   
   ![Trusted sites window](image)

   b. Click **Add**.

   c. Verify that the site is now visible in the **Websites:** field.

   ![Trusted sites window](image)

   d. Click **Close**.
4. Change the Custom Level security settings.
   
a. Click **Custom level...** to open the **Security Settings - Trusted Sites Zone** window.

![Internet Options window](image-url)
b. Scroll to **Miscellaneous** and then to **Navigate sub-frames across different domains**.

c. Select **Enable**.

d. Click **OK**.

e. Click **Yes** when you see the **Warning**.

f. If you are using Internet Explorer 7, click **OK** to close **Internet Options**. Set-up for IE7 is complete.

g. If you are using Internet Explorer 8, leave **Internet Options** open and complete Step 5.
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5. Disable the Cross-Site Scripting filter in Internet Explorer 8.
   a. Click [Custom level...] in the **Security** tab of **Internet Options**.
   b. Scroll down to **Scripting** and find **Enable XSS filter**.
   d. Select **Disable**.
   e. Click [OK].
   f. Click [Yes] when you see the **Warning** pop-up.
   h. Click [OK] to close **Internet Options**. Set-up for IE8 is complete.