Step-By-Step Guide to Set-up Your Machine to View BDM Searchable Journal Vouchers in Internet Explorer 11.0

Step 1: Adobe Installation (Reader, Flash Player, Air and Shockwave Player)

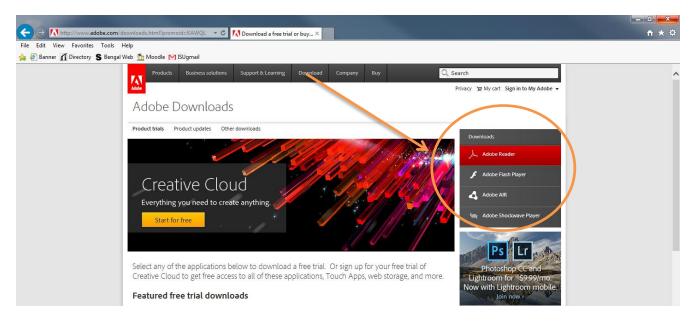
Adobe First, you need to select an internet browser. I am using Internet Explorer, but most internet browsers should work. You should be aware that the following downloads are going to be shown through Internet Explorer, and if you choose to use a separate browser, the steps may differ slightly.



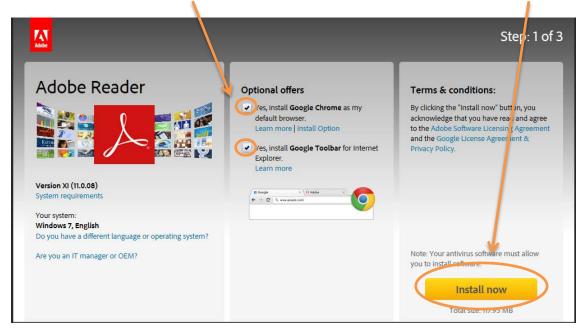
In the navigation bar at the top of the internet browser, enter the following web address: adobe.com. Or click on the following link: <u>http://www.adobe.com/downloads.html</u>



Once you have entered the web address it will bring you to Adobe's Downloads page. There are four downloads on the right hand side that you are going to need to download. They are Adobe Reader, Adobe Flash Player, Adobe AIR, and Adobe Shockwave Player.



We will start with Adobe Reader. First, you need to click on the box that says Adobe Reader. This link will take you to the following page. Once here you need to UNCHECK both boxes that ask you to install the **Optional Offer**, then click on the button that says **Install Now**.



After you have selected the **Save File** option, the file will be sent to the bottom of your browser. You need to then click the **Save button**.



After you have selected the Save button, you need to select the Run button.

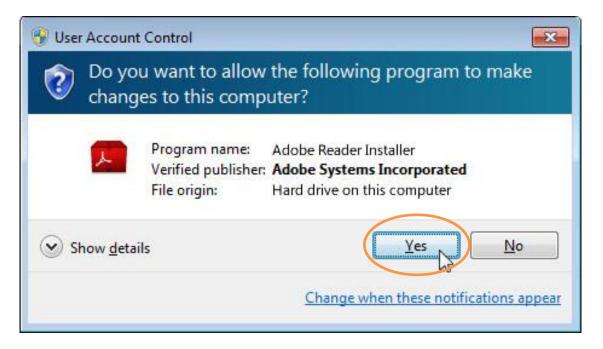
The install_reader11_en_gtba_chra_dy_aaa_aih.exe download has completed.

Open folder

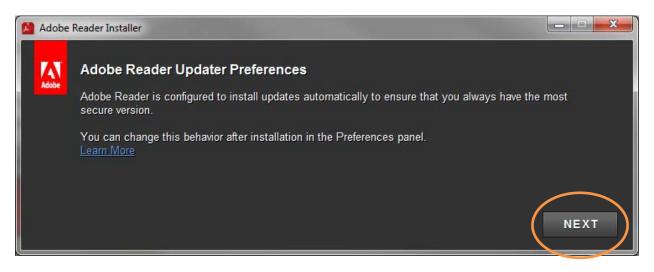
Run

View downloads

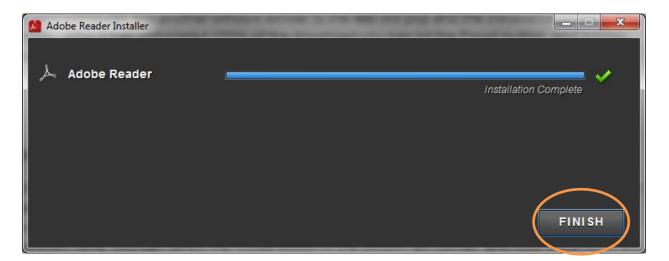
Next, you need to allow your computer to download Adobe. Another box will pop up, and you need to click the **Yes button**. By clicking yes, you are allowing your computer to download Adobe.



Once you have clicked Yes, and allowed your computer to download Adobe Reader, the Adobe Reader Installer box will pop up on your screen. In this window you need to select the **Next button** in the bottom right corner.

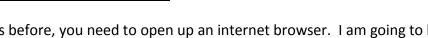


After you click the **Next button**, it might take a few seconds or minutes, depending on the speed of your computer and internet, but another window similar to the last will pop up and the installation process will begin. After it has completed 100% of the download you can hit the **Finish button**, and Adobe Reader has been installed on your computer.

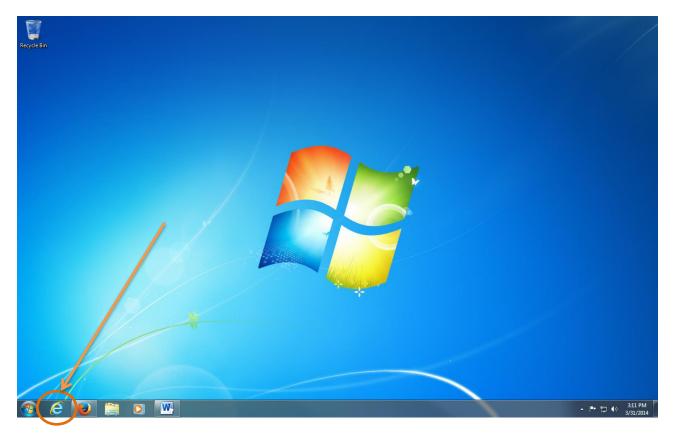


Now that you have installed Adobe Reader, you still need to Download Adobe Flash Player, Adobe Air, and Adobe Shockwave Player. Repeat and follow the same process for each of these downloads.

Step 2: JAVA Installation



Just as before, you need to open up an internet browser. I am going to be using **Internet Explorer** to download Java.



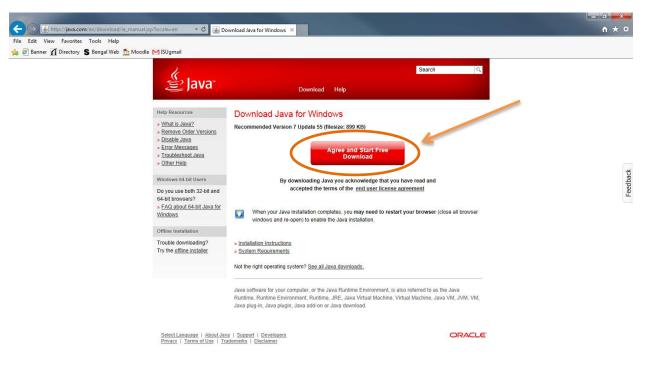
In the navigation bar at the top of the internet browser, enter the following web address: java.com. Or click on the following link: <u>http://java.com/en/</u>

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ſ	🛃 java.com: Java + You 🗙 🕂
•	java.com/en/
s	BengalWeb 📶 Banner 📴 Argos 🗌 BDMS <u>8</u> ISU Gmail 🗌 Sign Out 🗌 CASHNetTrainDB [

Once you have entered the web address it will bring you to Java's homepage. You will then need to click on the link that says **Free Java Download**.

C () () http://java.com/en/	🕆 🗘 📓 java.com: Java + Yo	ou ×				- □ -×
File Edit View Favorites Tools Help 🚕 🗃 Banner 📶 Directory S Bengal Web 🏠 Moodle	M ISU amail					
Selected Territol Conductor Territory	الله Java ⁻	Download	Help	Sear	rch Q	
	JAVA + DOWNL TOD/ Free Java Down > Vinatis Java? > Dotteave de					Feedback
	About Java		-9		Contract Set it now	
	Java Oner Java Doveloper Conference	Greenfoot Java + Greenfoot	Bluej	Oracle Academy	Get it now for FREE	
	<u>Select Language</u> <u>About Java</u> <u>Developers</u> Privacv Terms of Use Trademarks Discl	laimer			ORACLE	

Once you click on the link that says **Free Java Download** it will bring you to the following web page. You then need to click on the link that says **Agree and Start Free Download**.



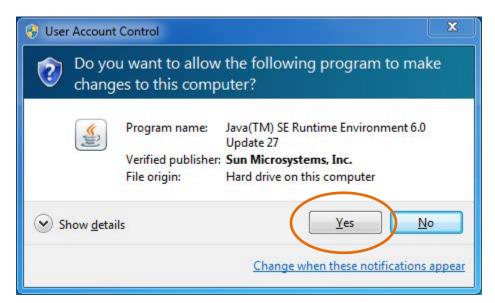
Once you have clicked on the link that says Agree and Start Free Download, the file will be sent to the bottom of your screen. You need to select the **Save button**.

Do you want to run or save JavaSetup7u55.com (899 KB) from sdlc-esd.sun.com?	Run	Save 🔻	Cancel X

After you have selected the Save button, you need to select the Run button.



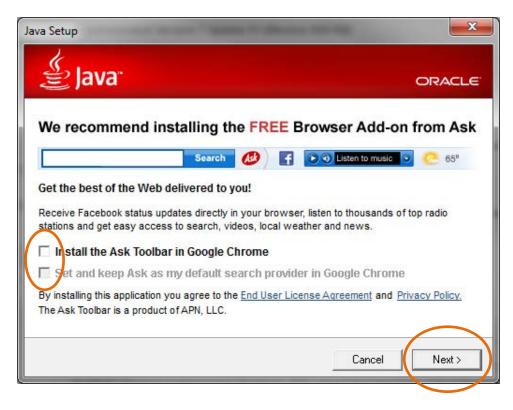
After you have selected the **Run button**, you need to allow your computer to download Java. Another box will pop up, and you need to click the **Yes button**. By clicking yes, you are allowing your computer to download Java.



Once you have clicked **Yes**, and allowed your computer to download Java, the Java Setup box will pop up on your screen. In this window you need to select the **Install button** in the bottom right corner.



After you click the **Install button**, it might take a few seconds or minutes, depending on the speed of your computer, but another window similar to the last will pop up asking if you want to install a free browser add-on. Make sure that both boxes are **UNCHECKED** before continuing. After you have **UNCHECKED** both boxes you can go ahead and click on the **Next button**.



After you have selected the **Next button**, Java will start to install. The installation process should take a few minutes. You will see the following windows pop up on your screen. It will install everything for you. Once you have reached the window that states that you have successfully installed Java, you can select the **Close button** in the bottom right corner, and your installation will be complete.

Java 7 Upda	ate 25				
Ple Ple	ase wait while W	/indows configu	res Java		
Gathering r	equired informati	on			
					Cancel
Java Setup - Prog	gress	ana in Anna			x
الله الله الله الله الله الله الله ال	a			ORAC	LE.
	Installing Java				
Compu Kindle,	ters, Printers, Parking Meters, Cards, Home Sc	Routers, Cell , Public Transp	Phones, E ortation Pas	BlackBerry, ses, ATMs,	
		RACL			
Java Setup - Co	omplete	· Constant of the			×
اللي الع	va				ORACLE
	🗸 You hav	e successfu	Illy installe	ed Java	
	ava updates are We recommend latest perfo		so to ensure	your syster	
	See the instruct	iions if yo <mark>u wa</mark> nt	to change th	is behavior	l.
When y	ou click close ve				
	où chek close, yt	our browser will Java is woi		so you can '	verity that
				so you can s	verity that

Step3: Uninstalling Old Java Files:

Now that you have installed the newest version of Java on your computer, we need to identify any older versions of Java and uninstall them from your computer. To do this you can follow the following link, or type it into the navigation bar of your **Internet Explorer browser**. <u>http://java.com/en/download/installed.jsp</u>

Once you have followed the link you need to select the Agree and Continue button.



After selecting the **Agree and Continue** button, it will automatically detect if you have any outof-date versions of Java on your computer.

Java Versions on Your Computer



Congratulations!

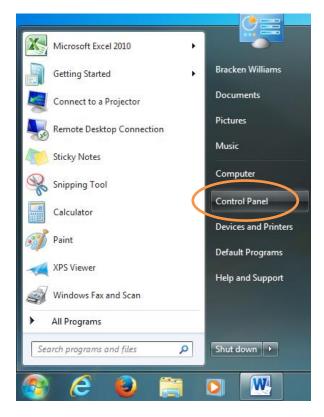
You have the recommended Java installed Version 7 Update 55

No out-of-date versions of Java were found.

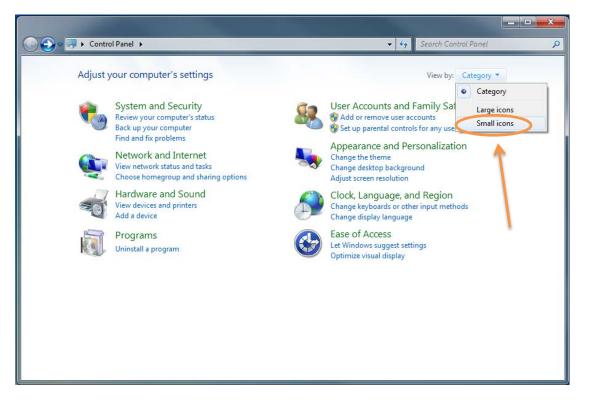
Return to the Java.com home page

Step 4: Setting up Java Security Settings

You are almost finished. Now you have to go into the security settings of Java, and allow websites like BDM and Banner to use Java. You first select the **Start Menu** in the bottom left corner of your screen. Next, you will need to select the **Control Panel** option.



Once you select the **Control Panel** option the following window will open. You are going to want to change this screen by selecting **Small icons** in the **Category** drop down at the right of this new window.



Now the contents of the window will change. You will see a lot more options than before. You will want to select the **Java** link in this window.

Control Panel All Cor	ntrol Panel Items 🕨	✓ 49 Search Control Panel			
Adjust your computer's settings		View by: Small icons 🔻			
Action Center	🖄 Administrative Tools	📷 AutoPlay			
Backup and Restore	Real BitLocker Drive Encryption	Image: Broadcom Control Suite 3			
💶 Color Management	Credential Manager	Date and Time			
🗑 Default Programs	📑 Desktop Gadgets	🚔 Device Manager			
Devices and Printers	🔄 Display	Sease of Access Center			
📕 Flash Player (32-bit)	Folder Options	🖳 Fonts			
Getting Started	HomeGroup	🖉 Indexing Options			
🛃 Internet Options	🛃 Java	Explored (1990)			
2 Location and Other Sensors	🧶 Mail (32-bit)	I Mouse			
Network and Sharing Center	📟 Notification Area Icons	🐉 Parental Controls			
Performance Information and Tools	Personalization	📰 Phone and Modem			
Power Options	🛐 Programs and Features	🔊 Realtek HD Audio Manager			
P Recovery	🔗 Region and Language	🐻 RemoteApp and Desktop Connections			
Sound	Speech Recognition	🛞 Sync Center			
🕎 System	📕 Taskbar and Start Menu	Troubleshooting			
User Accounts	📑 Windows CardSpace	🕍 Windows Defender			
Windows Firewall	Windows Update				

Once you select the **Java** link the following window will pop up. In this new window you want to select the tab at the top that states **Security**.

🛓 Java Control Panel 📃 📃 🔀
General Update Java Security dvanced
Tenable Java content in the browser
Security level for applications not on the Exception Site list
Very High - Only Java applications identified by a certificate from a trusted authority are allowed to run, and only if the certificate can be verified as not revoked.
Itigh - Java applications identified by a certificate from a trusted authority are allowed to run, even if the revocation status of the certificate cannot be verified.
Exception Site List
Applications launched from the sites listed below will be allowed to run after the appropriate security prompts.
http://aim.isos.isu.edu:8080/ http://inb.isu.edu:9001/forms/frmservlet?config=bprod https://bdms.its.isu.edu/AppXtender/
Restore Security Prompts Manage Certificates
OK Cancel Apply
OK Cancel Apply

Certain websites such as BDM, Banner, and Argos use Java to run their programs. In order for these sites to run properly, you are going to need to add them to the **Exception Site List** in the **Security Tab**. To do that, first click on **the Edit Site List button** and then click on **Add button**.

4	Exception Site List
	Applications launched from the sites listed below will be allowed to run after the appropriate security prompts.
	Location
	http://aim.isos.isu.edu:8080/
	http://inb.isu.edu:9001/forms/frmservlet?config=bprod
	https://bdms.its.isu.edu/AppXtender/
	Add Remove
	FILE and HTTP protocols are considered a security risk. We recommend using HTTPS sites where available.
	OK Cancel

After you click the **Add button**, an empty text box will appear at the bottom of the list. Go ahead and click on the empty text box, and enter the (BDM, BANNER, or ARGOS) link in the text box.

🕌 Exception Site List	x
Applications launched from the sites listed below will be allowed to run after the appropriate security prompt	ts.
Location	
http://aim.isos.isu.edu:8080/	
http://inb.isu.edu:9001/forms/frmservlet?config=bprod	
https://bdms.its.isu.edu/AppXtender/	
Add the Link in the empty Text Box	
FILE and HTTP protocols are considered a security risk. We recommend using HTTPS sites where avail	
OK	cel

After you enter the link in the empty text box, click the **Add button** one more time, a pop-up security window will appear to confirm, now click the **Continue button** to add that link to the **Exception Site List.**

	an HTTP Location on the Exception Site List is ad a security risk
Location:	http://inb.isu.edu:9001
	nat use HTTP are a security risk and may compromise the personal information on y We recommend including only HTTPS sites on the Exception Site List.
Click Contin	ue to accept this location or Cancel to abort this change.
	Continue

If there aren't any web links already in the **Exception Site List**, you can click on the **Add button** to the right and add the web links in the empty text boxes.

Below are some of the web links that use Java. You need to add whichever of these links you use to the Exception Site List.

Banner:

http://inb.isu.edu:9001/forms/frmservlet?config=bprod

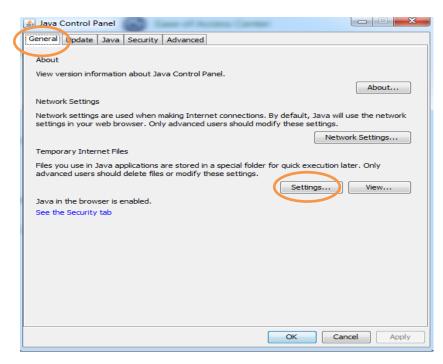
Argos: http://aim.isos.isu.edu:8080/

BDM:

https://bdms.its.isu.edu/AppXtender/

Step 5: Removing Old Java Internet Files (Cache, Cookies, Applications and Applets)

After you added the **Security** settings, click on the **General Tab** at the top left corner of the **Java Control Panel** and then click on the **Settings button** under the **Temporary Internet Files.**



After you click on the Settings button, the **Temporary Internet Files window** will pop-up. In that window, make sure that the **Keep temporary files on my computer** check box is checked. And then click on the **Delete Files button**.

Temporary Files Settings
Keep temporary files on my computer.
Location Select the location where temporary files are kept:
aqas Siddiqui \AppData \LocalLow \Sun \Java \Deployment \cache
Disk Space Select the compression level for JAR files:
32768 MB
Delete Files Restore Defaults
OK Cancel

In the **Delete Files and Applications** window, make sure all three check boxes are checked. After that click the **OK button** to finish the process. This process will delete all old Java files (Cache, Cookies, Applications and Applets) on your machine.

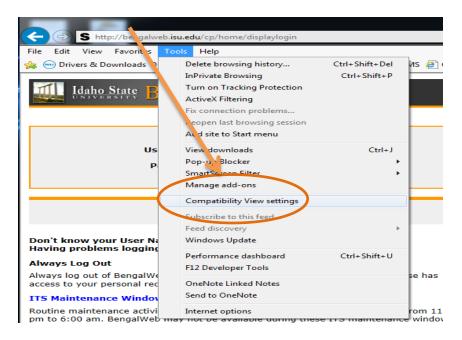
	🛃 Java Control Panel
Delete Files and Applications	General Update Java Security Advanced
Delete the following files?	About View version information about Java Control Panel. About Network Settings
	Network settings are used when making Internet connections. By default, Java will use the network settings in your web browser. Only advanced users should modify these settings. Network Settings Temporary Internet Files
Trace and Log Files	Files you use in Java applications are stored in a special folder for quick execution later. Only advanced users should delete files or modify these settings.
Cached Applications and Applets	Java in the browser is enabled. See the Security tab
OK Cancel	OK Cancel Apply

Step 6: Modify Internet Explorer Compatibility Settings:

In this step, we will be modifying the Internet Explorer Compatibility settings, which will ensure full functionality of **Banner Document Management (BDM)**. First open Internet Explorer. Then click on the Tools tab at the top of the page.

() () M http://isu.edu/finserv/			ク・C 1 Office of	Finance and Admi ×
File Edit View Favorites Tools Help			_	
👍 🝚 Drivers & Downloads Dell 🍾 BengalWeb Login 📶 Banner 🚺 ARGOS 🗿 BDMS 🗿 Google	🧧 ePrint Login 🧧 Adobe /	Acrobat X Pro 🤌 CASHNet I	ProdDB 🧧 CASHNet Trai	nDB 🚷 ISU Gmail
	Idaho State			ISU Home A-Z
			ISU Quick Links	Go Search ISU
Second	Academics	Prospective Students	Current Students	Faculty & Staff
		Description.		1 and Williams
	Student Financial Services			VIII NO ESA
	Controllers Office	· Store Star	A CONTRACTOR	Witten And State
	CASHNet eMarket		1. 1. 1. 1. 1. 1.	
	Grant Accounting			
•	Budget Office			

Once you have opened the **Tools** tab you need to select the **Compatibility View Settings** option.



After the **Compatibility View Settings** have been selected, the following window will pop up. You now need to add the BDM link to this window. To do that paste the following link in the **Add this website** box and then select the **Add button** just to the right of the box. After that click **Close button** to finish the process

Compatibility View Settings	BDM Link:
Change Compatibility View Settings	https://bdms.its.isu.edu/AppXtender
Add this website: https://bdms.its.isu.edu/AppXtender/	
Websites you've added to Compatibility View:	
cashnet.com Remove	
 Display intranet sites in Compatibility View Use Microsoft compatibility lists Learn more by reading the <u>Internet Explorer privacy statement</u> 	
Close	

Step 7: Modify Internet Explorer Security Settings to Allow BDM Access:

After having completed the previous step, you can close out of that window and go back to the **Tools tab** at the top of the **Internet Explorer window**. In the **Tools tab** you need to select **Internet Options**.

(-) (-) (-) http://isu.edu/finsen	vl	
File Edit View Favorites Too	ls Help	
👍 😔 Drivers & Downloads 🕖	Delete browsing history	Ctrl+Shift+Del
	InPrivate Browsing Turn on Tracking Protection ActiveX Filtering Fix connection problems Reopen last browsing session Add site to Start menu	Ctrl+Shift+P
	View downloads Pop-up Blocker SmartScreen Filter Manage add-ons	Ctrl+J >
	Compatibility View settings	
	Subscribe to this feed Feed discovery Windows Update	Þ
	Performance dashboard F12 Developer Tools	Ctrl+Shift+U
	OneNote Linked Notes Send to OneNote	
	Internet options	

Once you have selected the **Internet Options link**, the following window will pop up. You need to select the **Privacy tab** at the top. Once you have selected the **Privacy tab**, you need to select the **Settings button** just to the right of the **Turn on Pop-up Blocker** section.

_	
I	nternet Options
ſ	General Security Privacy Content Connections Programs Advanced
	Settings
L	Select a setting for the Internet zone.
L	Medium
	Blocks third-party cookies that do not have a compact privacy policy Blocks third-party cookies that save information that can
	 be used to contact you without your explicit consent Restricts first-party cookies that save information that
	can be used to contact you without your implicit consent
	Sites Import Advanced Default
	Location
	Never allow websites to request your Clear Sites
	Pop-up Blocker
	Turn on Pop-up Blocker
	InPrivate
	Disable toolbars and extensions when InPrivate Browsing starts
	OK Cancel Apply

After you have selected the **Settings button**, another window will pop-up. In this window you need to copy and paste the following links for Banner, BDM, and Argos applications and then add whichever sites you use to the **Pop-up Blocker exception list** and then click the **Close Button** to exit the window. You have to add each web link one at a time. I am showing the BDM link being added below. I have also copied the links below. So you don't have to go back and lose your spot.

Banner:

http://inb.isu.edu:9001/forms/frmservlet?config=bprod

Argos: http://aim.isos.isu.edu:8080/ BDM: https://bdms.its.isu.edu/AppXtender/

xceptions	
Pop-ups are currently blocked. You can allow websites by adding the site to the list below. Address of website to allow:	pop-ups from specific
https://bdms.its.isu.edu/AppXtender/	Add
Allowed sites:	
* crossrider com	Remove
commerce cashnet com	Tenove
	Remove all
Play a sound when a pop-up is blocked.	
✓ Play a sound when a pop-up is blocked. ✓ Show Notification bar when a pop-up is blocked.]
lotifications and blocking level: ☑ Play a sound when a pop-up is blocked. ☑ Show <u>N</u> otification bar when a pop-up is blocked. Blocking level:	J
✓ Play a sound when a pop-up is blocked. ✓ Show Notification bar when a pop-up is blocked.	

After you finished setting up the **Privacy settings**, now you have to modify the **Security settings**. In order to do that, first click on the **Security tab**, and then make sure to select **Trusted sites**, after that click on the **Sites button**.

Internet Options
Genera Security Privacy Content Connections Programs Advanced
Select a zone to view or bange security settings.
Internet Local intranet Trusted sites Restricted sites
Trusted sites Sites
This zone contains websites that you trust not to damage your computer or your files. You have websites in this zone.
Security level for this zone
Allowed levels for this zone: All
Prompts before downloading potentially unsafe content Unsigned ActiveX controls will not be downloaded
Enable Protected Mode (requires restarting Internet Explorer)
Custom level Default level
Reset all zones to default level
OK Cancel Apply

After you have selected the **Sites button**, another small window will pop up. In this window you need to copy and paste the following links for: Banner, BDM, and Argos Applications, and then add whichever sites you use for the **Trusted Sites Website Zone** and then click the **Close Button** to exit the window. You have to add each web link one at a time. I am showing the BDM link being added below. I have also copied the links below, so you don't have to go back and lose your spot.

Office of Finance and Administration

Banner:

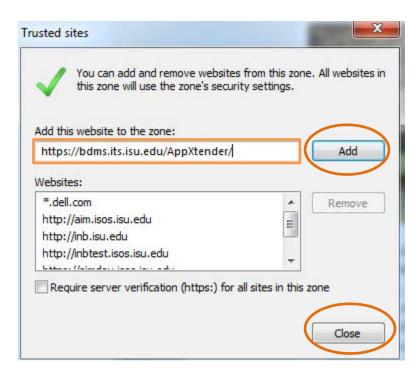
http://inb.isu.edu:9001/forms/frmservlet?config=bprod

Argos:

http://aim.isos.isu.edu:8080/

BDM:

https://bdms.its.isu.edu/AppXtender/



Once all the sites you use are added to the **Pop-up Blocker Exception list** and the **Trusted Site Website Zone**, you should have no problem accessing and utilizing these websites.

Step 8: To clean Browser Cache, Cookies and Objects

In this step, we will be cleaning the browser cache, cookies and objects in order to make the JV's search feature run smoothly. Under the **General tab**, first click on the **Delete button** (under the Browsing History section).

Lines a second				2	
Home page —	eate home page	tabe t	wpa aach ad	droce on ite (own line
	p://isu.edu/fins		spe each au		JWITHINE
(itt)	p.//isu.euu/iiiis	CIV/			2
	Use curren	t	Use default	Use n	ew tab
Startup					
	tabs from the la	st sessi	on		
Start with	home page				
Start with Tabs	home page			~ .	
Tabs	home page webpages are di	isplayed	in tabs.	Ta	abs
Tabs Change how v	webpages are di	isplayed	in tabs.	Ta	abs
Tabs Change how Browsing history	webpages are di				
Tabs Change how Browsing history	webpages are di y rary files, histor				
Tabs Change how of Browsing history Delete tempor form informat	webpages are di y rary files, histor	y, cook			
Tabs Change how of Browsing history Delete tempor form informat	webpages are di y rary files, history ion.	y, cook	s saved pa	sswords, and	d web
Tabs Change how w Browsing history Delete tempoi form informat	webpages are di y rary files, history ion.	y, cook		sswords, and	
Tabs Change how of Browsing history Delete tempor form informat	webpages are di y rary files, history ion.	y, cook	s saved pa	sswords, and	d web

Make sure to check all the blank boxes in the Delete Browsing history before you click the Delete Button.

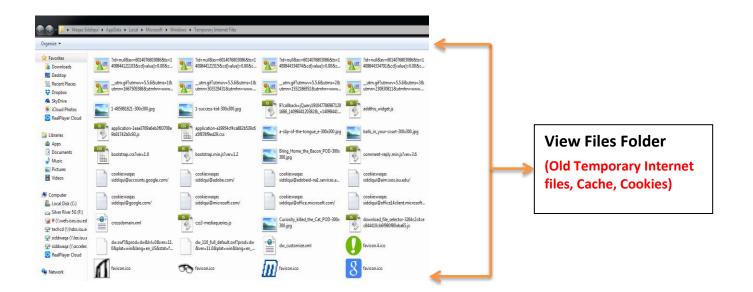
Delete Browsing History
Preserve Favorites website data Keep cookies and temporary Internet files that enable your favorite websites to retain preferences and display faster.
Temporary Internet files and website files Copies of webpages, images, and media that are saved for faster viewing.
Cookies and website data Files or databases stored on your computer by websites to save preferences or improve website performance.
List of websites you have visited.
Download History List of files you have downloaded.
Form data Saved information that you have typed into forms.
Passwords Saved passwords that are automatically filled in when you sign in to a website you've previously visited.
Tracking Protection, ActiveX Filtering and Do Not Track A list of websites excluded from filtering, data used by Tracking Protection to detect where sites might automatically be sharing details about your visit, and exceptions to Do Not Track requests.
About deleting browsing history Delete Cancel

After completing the previous step (Deleting browser history), click on the **Settings button** to clean the browsers old Cache, Cookies and objects.

	Use current Use default Use new tab Startup Start with tabs from the last session Start with home page Tabs Change how webpages are displayed in tabs. Tabs Browsing history Delete temporary files, history, cookies, saved passwords, and web form information. Delete browsing history on exit	eneral Security	y Privacy Content	Connections	Programs	
Use current Use default Use new tab Startup Start with tabs from the last session Start with home page Tabs Change how webpages are displayed in tabs. Tabs Browsing history Delete temporary files, history, cookies, saven passwords, and web form information. Delete browsing history on exit Delete Settings Appearance	Use current Use default Use new tab Startup Start with tabs from the last session Start with home page Tabs Change how webpages are displayed in tabs. Tabs Browsing history Delete temporary files, history, cookies, saven passwords, and web form information. Delete browsing history on exit Delete Settings Appearance			, <mark>type each add</mark>	res <mark>s on its c</mark>	wn line
Startup Start with tabs from the last session Start with home page Tabs Change how webpages are displayed in tabs. Tabs Browsing history Delete temporary files, history, cookies, saved passwords, and web form information. Tabs Delete browsing history on exit Delete Settings Appearance	Startup Start with tabs from the last session Start with home page Tabs Change how webpages are displayed in tabs. Tabs Browsing history Delete temporary files, history, cookies, saved passwords, and web form information. Tabs Delete browsing history on exit Delete Settings Appearance	, u	p://isu.edu/finserv/			Î
Startup Start with tabs from the last session Start with home page Tabs Change how webpages are displayed in tabs. Tabs Browsing history Delete temporary files, history, cookies, saved passwords, and web form information. Tabs Delete browsing history on exit Delete Settings Appearance	Startup Start with tabs from the last session Start with home page Tabs Change how webpages are displayed in tabs. Tabs Browsing history Delete temporary files, history, cookies, saved passwords, and web form information. Tabs Delete browsing history on exit Delete Settings Appearance			r		
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Next click on the **Temporary Internet Files tab.** Under this tab you need to first click on the **View Object Button** and then delete all the files in that folder (To do that click on the body or white space in the folder and then press CTRL + A keys at the same time on your keyboard. This will select all files, then press the **Delete button** on your keyboard). Once all the files have been deleted from the view objects folder close that window and select the **View Files button**. You also need to delete all the files in this folder by following the same process as shown in the **View Object Button**.

Temporary I	nternet Files History	Caches and databases			
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Every	v time I start Internet	Explorer			
Autor		182-0915			
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) × <mark>↓↓ → Compute</mark> nize ▼ Include in	r → Local Disk (C:) → Windows → Do library マ Share with マ New f	older	Cancel		
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Step 9: Activate BDM Using Banner

In this step, we will be activating BDM using Banner system. To do that, first log-in to Banner system. From this **General Menu Page**, click on the **BDM Display Document** icon, which is in the shape of a magnifying glass. A window should pop-up that says, "**Your account is activated**".

e Edit Options Block Item Becord Query Iools Her 이 이 이 가격 속 적 특별 등 이 이 이 이 이 이 이 이 이 이 이 이 이 이 이 이 이 이	ay, September 08, 2014 05:14:20 PM
v To • Welcome, Waqas Siddiqu: My Banner Banner Student [*STUDENT] Advancement [*ALUMNI] Finance System Menu [*FINANCE] Human Resources [*HRS] Financial Aid [*RESOURCE] General [*GENERAL]	Products: Menu Site Map Help Cer My Links Change Banner Password Check Banner Messages Banner Bookshelf 8.x Personal Link 2 Personal Link 3 Personal Link 4 Personal Link 5
anner Broadcast Messages	Personal Link 6 My Institution Lidaho State UNIVERSITY

My account is already activated, so BDM is trying to search for a document, and that's why it gave me an error, **"No Documents Found!".** If you receive an error, go ahead and go back to the back to the **General Menu Page** and select the **BDM Display Documents** icon again until you get that account is activated notification. If you still have problems accessing BDM, you can contact Waqas Siddiqui at, Email: <u>siddwaqa@isu.edu</u> or Ph: (208) 282-4866.

erry Criteria for Application 'B-G-ID'			Current Query: New Query N
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10	(FILENCE)	Message from webpage	×) 48
9 PEDM			48
DOCUMENT TYPE			
LAST NAME	0	No Documents Found!	48
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Step 10: Installing BDM Web- Browser Components

Once your account is activated, go to the **Help** tab located on the top menu of the BDM and click on the **Check Installed Components.**

File	Edit View Help	
) 💫	About ApplicationXtender Web Access .NET	
Quer	y Criteria for Check Installed Components	
Show	Index Name	Search Value
~	0	
~	PIDM	
~	DOCUMENT TYPE	*
✓	LAST NAME	
~	FIRST NAME	
~	SSN	
✓	BIRTH DATE	
~	ROUTING STATUS	*
~	ACTIVITY DATE	

A ApplicationXtender Web Access .NET components window will pop-up. Click on the **Install** Button at the bottom of the window to start installing the BDM web-browser components.

	Component	Description	Download Size
0	ApplicationXtender Web Access Scan Component 5.50	ApplicationXtender Web Access Scan Component is required for the interactive control.	9.2 MB
20	ApplicationXtender Web Access Adobe Component 9.1	ApplicationXtender Web Access Adobe Component is required for viewing and printing PDF files.	55.5 MB
5	ApplicationXtender Web Access Keyview Component 10.80	ApplicationXtender Web Access Keyview Component is required for rendering foreign files.	13.2 MB
20	ApplicationXtender Spell Check Component 5.16	ApplicationXtender Spell Check Component is required to perform a text annotation spell check.	4.6 MB
ror	C-4421-9035-7ED6BBC70C74	upport or could not load OBJECT 'classid'. the following add-on: 'XSComponentChe	

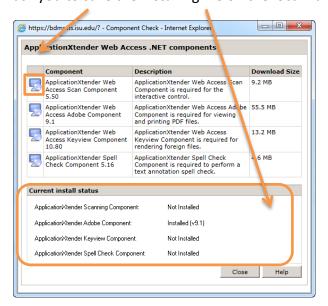
After you click on the **Install** button, a **User Account Control** window will pop-up. Select the **Yes button** on that window to continue installation.



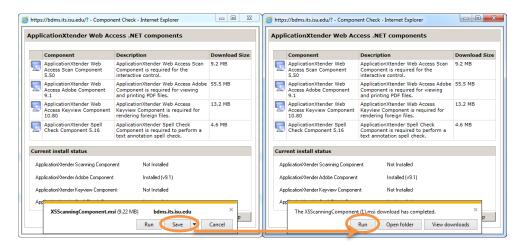
Next, click on the gray area "**Click to Activate**" at the bottom of the ApplicationXtender Web Access .NET components window. This will give you the **Current Install Status** of the BDM Components.

Component		Description	Download Size	
ApplicationXtende Access Scan Com 5.50		ApplicationXtender Web Access Scan Component is required for the interactive control.	9.2 MB	
ApplicationXtende Access Adobe Cor 9.1		ApplicationXtender Web Access Adobe Component is required for viewing and printing PDF files.		
ApplicationXtende Access Keyview 0 10.80		ApplicationXtender Web Access Keyview Component is required for rendering foreign files.	.3.2 MB	
ApplicationXtende Check Componen		ApplicationXtender Spell Cherk Component is required to verform a text annotation spell check.	4.6 MB	
rent install statu	s			
		Click to activate.		

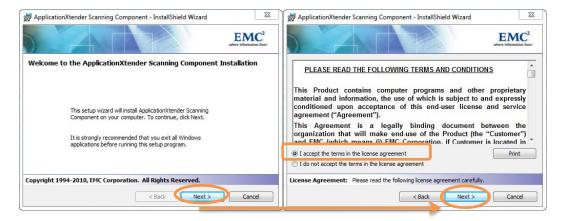
If the **Install Status** is **"Not Installed"**, then go ahead and install all of the BDM components. After you select the first Component, a window at the bottom of the dialog box will pop-up and ask you to save the installing file on the local hard drive.



Select the **Save Button** to save the file on your local hard drive, and then press the **Run Button** to start the Installation of the BDM browser component.



Follow the installation screens that appear and then Press **Next Button** as prompted. After that, it will take you to the **Terms and Condition** dialog box. In the dialog Box make sure to select the check box "**I accept the terms in the license agreement**". Press the **Next Button** Again.



Now it will take you to the **User Name** and **Organization** dialog box. In the **User Name** field, enter your Full Name and in the **Organization** field, enter "**Idaho State University**". After that select the **Next Button** to continue to the next step. Now select **Install Button** to start installing BDM component on your machine.

ApplicationXtender Scanning Component - InstallShield Wizard	×	B ApplicationXtender Scanning Component - InstallShield Wizard
	where information lives'	EMC ² where information how
User Name: Varass Sidder. Organization: Idaho State University		Click Install to begin the installation. If you want to review or change any of your installation settings, click Back. Click Cancel to exit the wizard.
Install this application for:		
Customer Information: Please enter your information.	Cancel	Ready to Install the Program

After it's done installing the BDM Component on your machine, you have to press the **Finish Button** to close the installation dialog box.



Repeat and follow the same steps for rest of the BDM browser components.

If you have any questions or concerns, please contact:

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