

1- Add the following web address to your internet explorer trusted sites section.

To do this open Internet Explorer → Tools (top right) → Internet Options → Security tab (top of pop up window) → Trusted Sites → Sites Button.

Enter <http://teams.softwaredreams.com.au/acece/SRC> to the empty field, "Add this website to the zone." After entering the site click Add → Close → OK.

2- Adjust the Pop up blocker settings in Internet Explorer

Open Internet Explorer → Tools → Popup Blocker → Popup Blocker settings. Then add <http://teams.softwaredreams.com.au/acece/SRC> to "Address of website to allow."

Then at the bottom of this window under "Filter level" select *Low: Allow pop-ups from secure sites.*

3 – Check you have Windows XP service pack II or above.

Do this by locating the "my computer" icon on your desktop or start menu (bottom left of screen) then right click the "my computer" icon and select properties at the bottom of the menu. This will display your current operating system.

If your operating system is Windows XP Service pack I please select the start menu (bottom left of screen) → All Programs → Windows Update. This will update your operating system automatically to service pack 3 for free.

4 – Check you have Internet Explorer Version 6 Service Pack II or above.

To check open Internet Explorer, select help on the top right hand side of the browser and then "About Internet Explorer." This will display the current version of Internet Explorer. To update your version of Internet Explorer perform the same action as in step 3.

Select the start menu (bottom left of screen) → All Programs → Windows Update. This will update your operating system automatically to service pack 3 for free.