OnBase Web Client Setup

OnBase Instance Web Address
https://imaging.uni.edu

Full Address
https://prdimgfe1.imaging.uni.edu/AppNet/Login.aspx

OnBase14 – Web Browser Compatibility

<table>
<thead>
<tr>
<th>Browser</th>
<th>Platform</th>
<th>Web Client(s) Supported</th>
</tr>
</thead>
<tbody>
<tr>
<td>Apple Safari 5.1 update 9 and greater (5.1.9+)</td>
<td>Mac OS X</td>
<td>HTML</td>
</tr>
<tr>
<td>Apple Safari 6.0 update 4 and greater (6.0.4+)</td>
<td>Mac OS X</td>
<td>HTML</td>
</tr>
<tr>
<td>Apple Safari 6.1</td>
<td>Mac OS X</td>
<td>HTML</td>
</tr>
<tr>
<td>Apple Safari 7.0</td>
<td>Mac OS X</td>
<td>HTML</td>
</tr>
<tr>
<td>Firefox 24 ESR</td>
<td>Mac OS X &amp; Windows</td>
<td>HTML</td>
</tr>
<tr>
<td>Firefox 31 ESR</td>
<td>Mac OS X &amp; Windows</td>
<td>HTML</td>
</tr>
<tr>
<td>Microsoft Internet Explorer 9</td>
<td>Windows</td>
<td>ActiveX/HTML Web Clients</td>
</tr>
<tr>
<td>Microsoft Internet Explorer 10</td>
<td>Windows</td>
<td>ActiveX/HTML Web Clients</td>
</tr>
<tr>
<td>Microsoft Internet Explorer 11</td>
<td>Windows</td>
<td>ActiveX/HTML Web Clients</td>
</tr>
</tbody>
</table>

Any browsers not listed as supported in the above table are unsupported at this time.

Internet Explorer

Internet Explorer security settings must be configured properly for access to OnBase.

NOTE: These settings may already have been configured by your system administrator.

1. Open Internet Explorer.
2. Tools | Internet Options | Security [tab].
3. Choose the Trusted Sites zone.
4. Click the Custom level [button].
5. Set Automatic prompting for ActiveX controls to Enable. Click OK.
6. Click the Sites [button].

7. Add the OnBase Web Client URL to the Trusted Sites zone:
8. Uncheck Turn on Pop-up Blocker OR click Settings to whitelist the OnBase web server.
Internet Options

Privacy

Settings
Select a setting for the Internet zone.

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 physical location

Pop-up Blocker
- Turn on Pop-up Blocker

In-Private
- Disable toolbars and extensions when InPrivate Browsing starts

OK Cancel Apply
9. Disable any third-party pop-up blockers (Google Toolbar, Yahoo Toolbar, etc).
10. Sign into the OnBase Web Client. If prompted select Don’t show this message again.

**ActiveX Controls Installation**

Sign on to the workstation with administrative privileges and follow these steps:
1. Open up the releaseActiveXmsi zip folder in the software installs folder on the network.
2. Run the Hyland Web Active X Controls MSI file.
3. Click “Next” on the welcome screen.
4. Click “Next” for the destination install folder.

5. Click “Install” to launch.
6. Click “Yes” if prompted to allow installer to run.
7. Click “Finish” when installation is complete.
Internet Explorer – 32bit Configuration
Web Client Production: [https://prdimgfe1.imaging.uni.edu/AppNet/Login.aspx](https://prdimgfe1.imaging.uni.edu/AppNet/Login.aspx)

Internet Explorer needs to have the Production Imaging page added to it's “Trusted Sites” list.

1. Open up Internet Options
2. Click the “Security” tab
3. Click the “Sites” button
4. Copy and paste the URL into the “Add this webpage to the zone”, click “Add”
5. Click “Close”
6. Click “OK”

7. Have the user sign into the webpage and verify they are able to successfully look up a document and that no other ActiveX installations are required.