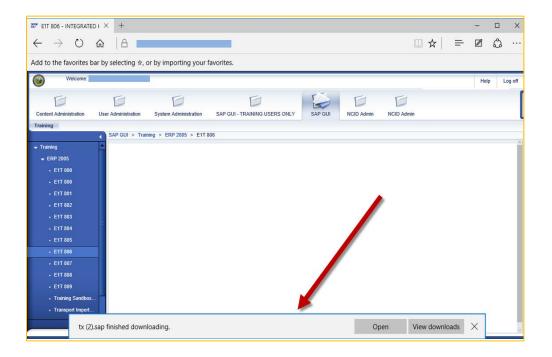


**NOTE**: The browser settings shown in this document do not prevent the security banner pop-up message from displaying at the bottom of the browser window when launching a SAPGUI client from the browser. End-users will need to click the *Open* button on the prompt to proceed.

Welcome:		Help Log off
EE	0 0 0 0 6 6	r 🗄
My Data (ESS) My Staff (MS	55) Content Administration User Administration System Administration Home Page Admin SAP GUI Business	Objects 2
Sandbox Development (	Quality Assurance Quality Assurance 501 Training BI Production Production Training Sandbox (E1T 899)	
4	SAP GUL > Quality Assurance > ERP 2005 > E1Q 100 - Integration Testing	
Sandbox		
Development		
- ERP 2005		
<ul> <li>E1Q 100 - Integration To</li> </ul>		
<ul> <li>E1Q Transport Import</li> </ul>		
+ E2Q 100		
E2Q Transport Import		
Solution Manager		
Business Intelligence		
Transport Proposal		
Transport Proposal - P1P		
Quality Assurance 501		
Training		
BI Production		
Production		
Training Sandbox (E1T 899)		
	1	- ·
Do you war	nt to open or save <b>tx.sap</b> from <b>qas-mybeacon.its.state.nc.us</b> ? Open Save <b>v</b> Cancel	× 100% -





### **DESKTOP PC MINIMAL REQUIREMENTS**

### Hardware

- Portal: CPU: 1+ GHz, RAM: 1GB, HD: 1GB
- GUI (Windows 10): CPU: 1+ GHZ, RAM: 1GB, HD: (independent of SAP GUI release)
- **Reporting Expert**: Portal+GUI+MS Office Products

### Software

- Operating Systems: Windows 10
- Acrobat Reader: X, XI, DC
- Browser(s): Internet Explorer 11, Edge
- SAP WIN GUI: 750 Patch 1
- Excel (MS Office): 2003 and above
- Java Runtime Environment (JRE): 1.5 and above
- Additional Business Objects requirement: Adobe Flash Player add-on (Shockwave Flash Object)

### PORTAL BROWSER SETTING:

- Enable java scripts
- Enable ActiveX components
- Enable cookies
- The setting "Do not save encrypted files to disk" must be unchecked.
- Add to Pop-up Blocker's list of Allowed sites **AND** add to Trusted sites the following domains:
  - \*.nc.gov
  - \*.its.state.nc.us
  - \*.csod.com

The following is a step-by-step review of the Internet Explorer 11 browser settings which should be established:

#### Adobe Flash Player add-on

After installing the add-on, verify that it is enabled by going to the following: **Tools**  $\rightarrow$  **Manage add-ons**  $\rightarrow$  **Toolbars and Extensions**  $\rightarrow$  **Shockwave Flash Object**  $\rightarrow$  if the **Enable** button in shown, click it.



Manage Add-ons	a faat Deel ke faat 121 ke	and Deal Parket				X
View and manage your Interne	et Explorer add-ons					
Add-on Types	Name	Publisher	Status	Architecture	Load time	Navigation
Toolbars and Extensions	Adobe Systems Incorporated					=
Search Providers	Shockwave Flash Object	Adobe Systems Incorporated	Disabled	32-bit and		
	Shockwave ActiveX Control	Adobe Systems Incorporated	Enabled	32-bit		
Tracking Protection	Adobe Systems, Incorporated	Adobe Systems, Incorporat	Enabled	32-bit and		
Spening Correction	Citrix Systems, Inc. Citrix ICA Client	Citrix Systems, Inc.	Enabled	32-bit		
	McAfee, Inc. scriptproxy	McAfee, Inc.	Disabled	32-bit and	(0.00 s)	(0.00 s)
Show:	Microsoft Corporation Groove Folder Synchronization	Microsoft Corporation	Disabled	32-bit and		
Shockwave Flash Object Adobe Systems Incorporated						
Version: 15.0.0.239 File date: Yesterday, Decemb More information	ber 01, 2014, 1:50 PM	Type: ActiveX Search for this add-on via d	Control efault search	provider		
						Enable
Find more toolbars and extensions Learn more about toolbars and extensi	ions					Close

## IE 11 ActiveX Filtering

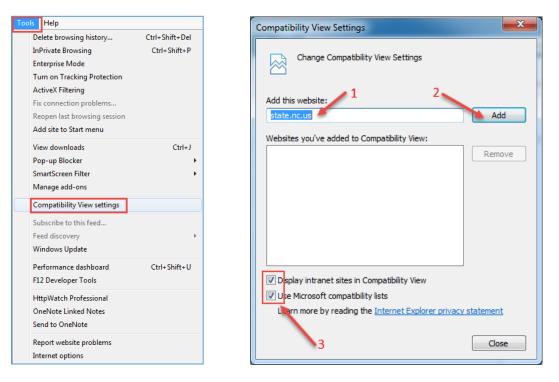
Verify the *ActiveX Filtering* feature is **DISBABLED**. To do so, go to the **Tools** menu. If a checkmark is present next to *ActiveX Filtering*, click it to disable this feature.

Tool	s Help		Tools Help	
	Delete browsing history Ctrl+Shift+Del		Delete browsing history	Ctrl+Shift+Del
Ĩ	InPrivate Browsing Ctrl+Shift+P		InPrivate Browsing	Ctrl+Shift+P
	Enterprise Mode		Enterprise Mode	
	Turn on Tracking Protection		Turn on Tracking Protection	
~	ActiveX Filtering		ActiveX Filtering	
	Fix connection problems	Enabled	Fix connection problems	lad
	Reopen last browsing session	Enabled	Reopen last browsing session	ied
	Add site to Apps		Add site to Apps	
	View downloads	Ctrl+J	View downloads	Ctrl+J
	Pop-up Blocker	>	Pop-up Blocker	>
	Windows Defender SmartScreen F	ilter >	Windows Defender SmartScreen Filter	>
	Manage media licenses		Manage media licenses	
	Manage add-ons		Manage add-ons	
	Compatibility View settings		Compatibility View settings	
	Subscribe to this feed		Subscribe to this feed	
	Feed discovery	>	Feed discovery	>
	Performance dashboard	Ctrl+Shift+U	Performance dashboard	Ctrl+Shift+U
	F12 Developer Tools		F12 Developer Tools	
	OneNote Linked Notes		OneNote Linked Notes	
	Send to OneNote		Send to OneNote	
	Report website problems			
	Internet options		Report website problems	
	internet options		Internet options	



### **IE 11 Compatibility View Settings**

In the Internet Explorer browser window go to **Tools**  $\rightarrow$  **Compatibility View settings**  $\rightarrow$  enter "its.state.nc.us"



### IE 11 Browser Settings

In the Internet Explorer browser window go to "Tools"  $\rightarrow$  "Internet Options"  $\rightarrow$  "General tab"  $\rightarrow$  "Tabs button"



OCID - Windows Internet Explor	er provided by OSC	2 2
https://idpncid.r	nc.gov/nidp/idff/sso?RequestID=idZEi1HrbGocPpXY	Internet Options
	ools Help	General Security Privacy Content Connections Programs Advanced
Favorites A Web S	Delete Browsing History Ctrl+Shii InPrivate Browsing Ctrl+S Diagnose Connection Problems Reopen Last Browsing Session	👗 Ta anata basa anata basa anata basa anata adda ana anita ana bas
	InPrivate Filtering Ctrl+S InPrivate Filtering Settings	hift+F Use current Use default Use new tab
	Pop-up Blocker SmartScreen Filter Manage Add-ons	Start with tabs from the last session     Start with home page     Tabs
	Compatibility View Compatibility View Settings	Change how webpages are displayed in tabs. Tabs Browsing history
	Subscribe to this Feed Feed Discovery Windows Update	Delete temporary files, history, cookies, saved passwords, and web form information.  Delete browsing history on exit  1 - uncheck
	Developer Tools	F12 Delete Settings
	HttpWatch Professional OneNote Linked Notes Send to OneNote	Appearance Colors Languages Fonts Accessibility
	Internet Options	OK Cancel Apply

Select the "Let Internet Explorer decide how pop-ups should open" option  $\rightarrow$  OK

Tabbed Browsing Settings
Tabbed Browsing
Warn me when closing multiple tabs
Always switch to new tabs when they are created
Show previews for individual tabs in the taskbar*
Enable Tab Groups*
$\checkmark$ Open each new tab next to the current tab
Open only the first home page when Internet Explorer starts
When a new tab is opened, open:
The new tab page
When a pop-up is encountered:
Let Internet Explorer decide how pop-ups should open
Always open pop-ups in a new window
Always open pop-ups in a new tab
Open links from other programs in:
A new window
A new tab in the current window
The current tab or window
* Takes effect after you restart your computer
Restore defaults OK Cancel

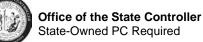


Select the "Security" tab, "Trusted sites", and then the "Sites" button

Internet Options 1
General Security Privacy Content Connections Programs Advanced
Select a zone to view or change security settings. $2^{3}$
Internet Local intranet Trusted sites Restricted sites
Trusted 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
<b>Custom</b> Custom settings. - To change the settings, click Custom level. - To use the recommended settings, click Default level.
Enable Protected Mode (requires restarting Internet Explorer)
Custom level Default level
Reset all zones to default level
Some settings are managed by your system administrator.
OK Cancel Apply

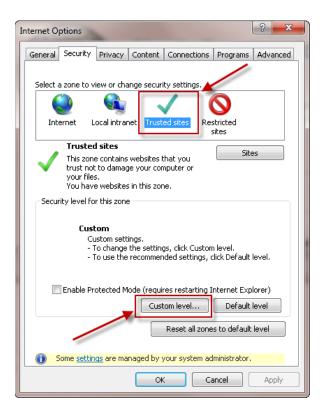
Add the following 3 entries in the "Trusted sites" then click OK:

- \*.nc.gov
- \*.its.state.nc.us
- \*.csod.com



Trusted sites	×
You can add and remove websites from this zone this zone will use the zone's security settings.	e. All websites in
2 3 Add this website to the zone:	Add
Websites:	
*.csod.com *.nc.gov *.state.nc.us	Remove
-state.nc.us	
Require server verification (https:) for all sites in this 2	zone
Uncheck this box	Close

Be sure "Trusted sites" is still selected in the web content zone, then click "Custom Level...":

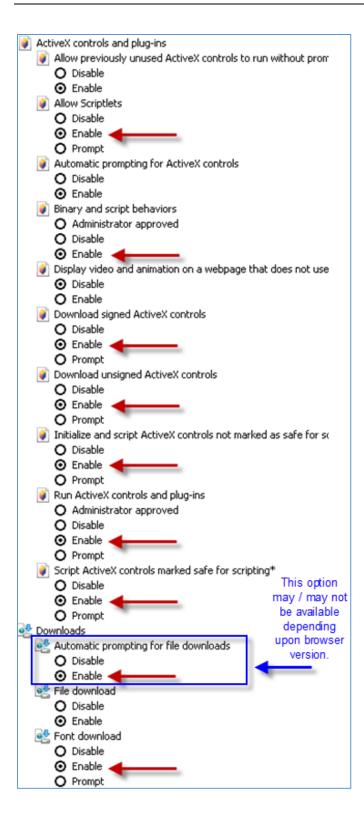




# Enable "Allow ActiveX Filtering"

Security Settings - Trusted Sites Zone	×
Settings	
ActiveX controls and plug-ins     ActiveX controls and plug-ins     Allow ActiveX Filtering     Disable     Allow previously unused ActiveX controls to run without prom     Disable     Allow Scriptets     Disable     Prompt     Automatic prompting for ActiveX controls     Disable	•
Enable     Binary and script behaviors     Administrator approved	Ŧ
Takes effect after you restart your computer	
Reset custom settings Reset to: Low (default) Reset	
OK Canc	el







Security Settings - Trusted Sites Zone	×
Settings	
Miscellaneous	*
Access data sources across domains	
Disable-OFF	
Enable-ON either	
Prompt-OFF	
Allow dragging of content between domains into separate wi	
Disable-ON     South OFF	_
Enable-OFF	
<ul> <li>Allow dragging of content between domains into the same wi</li> <li>Disable-ON</li> </ul>	
Enable-OFF	
Allow META REFRESH	
Disable-OFF	
Enable-ON	
Allow scripting of Microsoft web browser control	
	-
۰	
*Takes effect after you restart your computer	
Reset custom settings	
Reset to: Medium (default)	
OK Can	el

Security Setting	gs - Trusted Sites Zone	x
Settings		
0	Enable-OFF	
A	llow dragging of content between domains into the same wi	
	Disable-ON	
C (	) Enable-OFF	
A	low META REFRESH	
	Disable-OFF	
0	Enable-ON	
A 🗌	llow scripting of Microsoft web browser control	
	Disable-OFF	
	) Enable-ON	
A	llow script-initiated windows without size or position constra	
	) Disable-ON	
	) Enable-OFF	
A A	llow webpages to use restricted protocols for active conten	
	Disable-OFF	
1	Enable_OEE	
*Takes effe	ect after you restart your computer	
Reset custor	m settings	
Reset to:		
Reset to:	Medium (default)   Reset	
		_
	OK Cancel	
		_



	Allow webpages to use restricted protocols for active conten
	Disable-OFF
	Enable-OFF
	<ul> <li>Prompt-ON</li> <li>Allow websites to open windows without address or status b;</li> </ul>
	Disable-OFF
	Enable-ON
	Display mixed content
	O Disable-OFF
	Enable-OFF     either
	Prompt-ON
	Don't prompt for client certificate selection when only one ce Disable-ON
	Enable-OFF
	Drag and drop or copy and paste files
	Disable_OFF
•	• · · · ·
*Takes e	ffect after you restart your computer
Reset cust	tom settings
Reset to:	Medium (default)

Security Settings - Trusted Sites Zone
Settings
Disable-OFF
Enable-ON
😰 Enable XSS filter
<ul> <li>Disable-OFF</li> </ul>
Enable-ON
Scripting of Java applets
<ul> <li>Disable-OFF</li> </ul>
Enable-ON
Prompt-OFF
See Authentication
Sector Region Regio Region Region Regio Regio Regio Regio Regio Regio Regio Regio R
Anonymous logon-OFF
Automatic logon only in Intranet zone-ON
Automatic logon with current user name and password-C
Prompt for user name and password-OFF
۲ III ا
*Takes effect after you restart your computer
Reset custom settings
Reset to: Medium (default)
OK Cancel



# **Pop-up Blocker Settings**

Internet Options
General Security Privacy Content Connections Programs Advanced
Settings
Select a setting for the Internet zone.
Blocks third-party cookies that do not have a compact
privacy policy - plocks third-party coukies that save information that can
Restricts first-party cookies that save information that
can be used to contact you without your implicit consent
Sites Incont Advanced Default
Never allow websites to request your Clear Sites
polysical location
Pop-up Blocker
InPrivate
Disable toolbars and extensions when InPrivate Browsing starts
Some settings are managed by your system administrator.
OK Cancel Apply



Add the following 3 entries in the Pop-up Blocker Settings' list of allowed sites then click **Close**:

- \*.nc.gov
- \*.its.state.nc.us
- \*.csod.com

Pop-up Blocker Settings
Exceptions Pop-ups are currently blocked. You can allow pop-ups from specific websites by adding the site to the list below. Address of website to allow: 1 Add Add
Allowed sites:
*.csod.com *.its.state.nc.us *.nc.gov Remove all
Notifications and blocking level:
✓ Play a sound when a pop-up is blocked.
Show Notification bar when a pop-up is blocked.
Blocking level:
Medium: Block most automatic pop-ups
Learn more about Pop-up Blocker Close



# Other important settings:

Internet Options
General       Security       Privacy       Content       Connections       Programs       Advanced         Settings
<ul> <li>Block unsecured images with other mixed content-OFF</li> <li>Check for publisher's certificate revocation-ON</li> <li>Check for server certificate revocation-ON*</li> <li>Check for signatures on downloaded programs-ON</li> <li>Do not save encrypted pages to disk-OFF</li> <li>Empty Temporary Internet Files folder when browser is dc</li> <li>Enable DOM Storage-ON</li> <li>Enable Enhanced Protected Mode*-OFF</li> </ul>
*Takes effect after you restart your computer Restore advanced settings Reset Internet Explorer settings Resets Internet Explorer's settings to their default condition. You should only use this if your browser is in an unusable state.
OK Cancel Apply



## Adobe settings:

- 1. Close all IE/Firefox browsers.
- 2. Open the Adobe Reader X (Start  $\rightarrow$  All Programs  $\rightarrow$  Adobe Reader
- 3. Click on Edit → Preferences → Documents

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_		oe Reader																				.   [	
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		Prefere <u>n</u> ces				Ctrl+K																	



4. Uncheck the "Allow documents to hide the menu bar, toolbars, and window controls" checkbox:

Preferences	X
Categories: Commenting Documents Full Screen General Page Display 3D & Multimedia Accessibility	Open Settings         Restore last view settings when reopening documents         Ø         Open cross-document links in same window         Ø         Allow layer state to be set by user information         Allow documents to hide the menu bar, toolbars, and window controls         Documents in recently used list:
Adobe Online Services Email Accounts Forms Identity Internet JavaScript Language Measuring (2D) Measuring (3D) Measuring (Geo) Multimedia (legacy) Multimedia Trust (legacy)	Save Settings ✓ Automatically save document changes to temporary file every: 5 minutes (1-99) ✓ Save As optimizes for Fast Web View PDF/A View Mode View documents in PDF/A mode: Only for PDF/A documents ▼
Reading Reviewing Search Security Security (Enhanced) Signatures Spelling Tracker Trust Manager Units Updater	
	OK Cancel



5. Click on the "Internet" option and uncheck the following box:

Categories:	Web Browser Options Use your browser to control viewing of PDF documents directly in the browser using Adobe Reader
Documents	or Adobe Acrobat. The following Adobe product is currently available for use by browsers:
Full Screen	C:\Program Files (x86)\Adobe\Reader 11.0\Reader\AcroRd32.exe
General	
Page Display	
3D & Multimedia	How to set up your browser to use Adobe products to view PDF documents
Accessibility	
Adobe Online Services	
Email Accounts	Display in Read Mode by default
Forms	Allow fast web view
Identity	Allow speculative downloading in the background
Internet	Allow speculative downloading in the background
JavaScript 🚊	
Language	Internet Options
Measuring (2D)	Connection speed: 56 Kbps 👻
Measuring (3D)	Connection speed.
Measuring (Geo)	
Multimedia (legacy)	
Multimedia Trust (legacy)	
Reading	
Reviewing	
Search	Internet Settings
Security	Internet Settings
Security (Enhanced)	
Signatures	
Spelling	
Tracker	
Trust Manager 📮	
	OK Cancel

6. Click **OK** when done. Open an Internet Explorer browser, login to the Integrated HR – Payroll System (formerly BEACON portal) and verify the pay statement displays correctly.