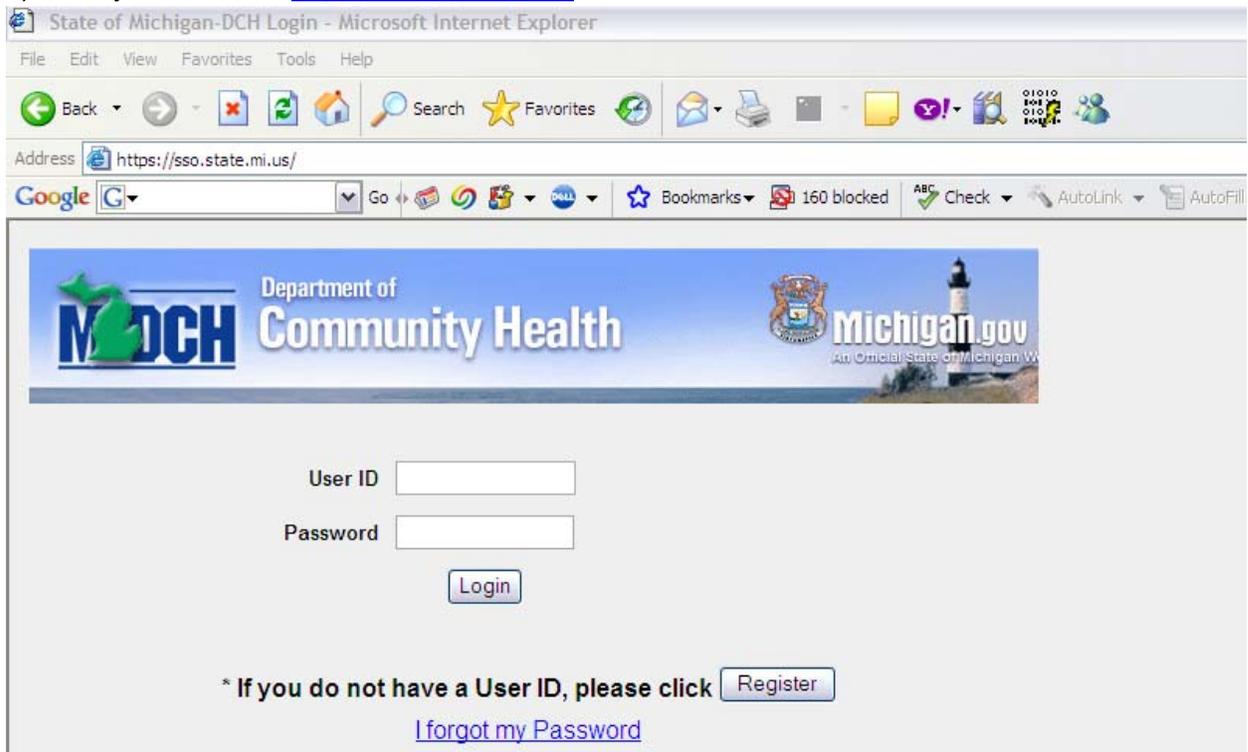


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1. Checklist

- 1) PE Team confirm the site Training schedule (found on line at DCH web site) and make sure MPHI has this information
- 2) MPHI to visit the training center and establish the IT contact and setup pre-site readiness meetings
- 3) MPHI to collect, share with DCH staff, and store the technical contact information for each site for reference
- 4) MPHI to validate with the site IT representative that the PC's used for the training can get to outside website (firewall check) for SSO access
 - a) Verify SSO Link : <https://sso.state.mi.us>



If above page does not come up contact the local IT site support to determine firewall issues.

- 5) MPHI to validate that the Browser Setting have been checked with the Local IT contact prior to Provider re-validation training dates for that site

2. Recommended Windows Resolution

The recommended windows resolution is 1024 x 768.

3. Browser Version

The application is designed to support Internet Explorer 6.0 and above.

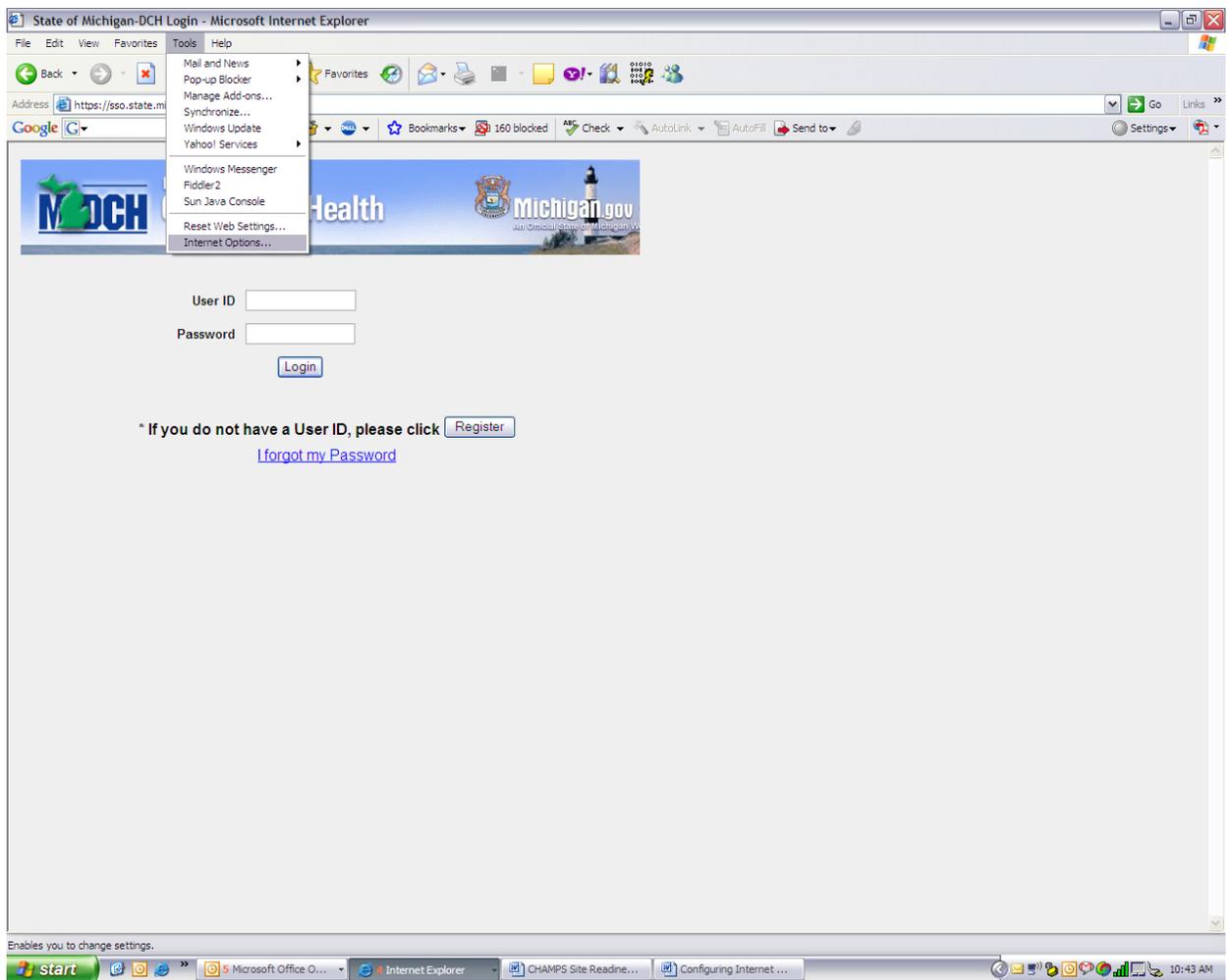
Note: Fire Fox and Netscape browsers are not supported for the application.

4. Browser settings Internet Explorer 6 SP2

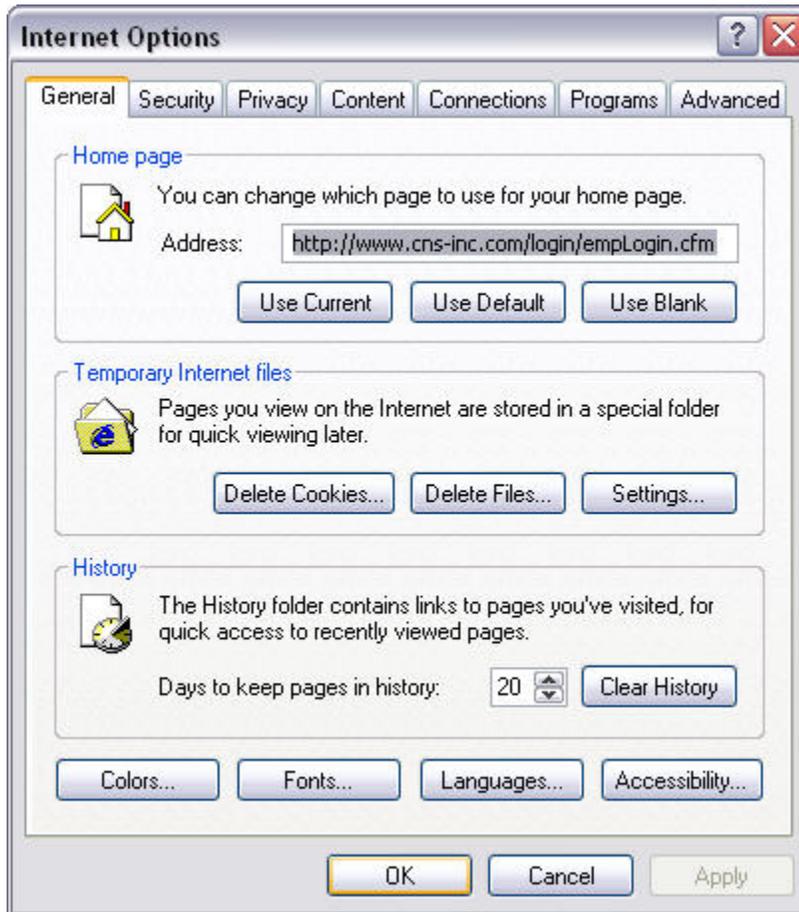
To ensure the CHAMPS Application works with Internet Explorer 6, you will need to apply the following settings changes.

4.1. Changes to 'Advanced Properties'

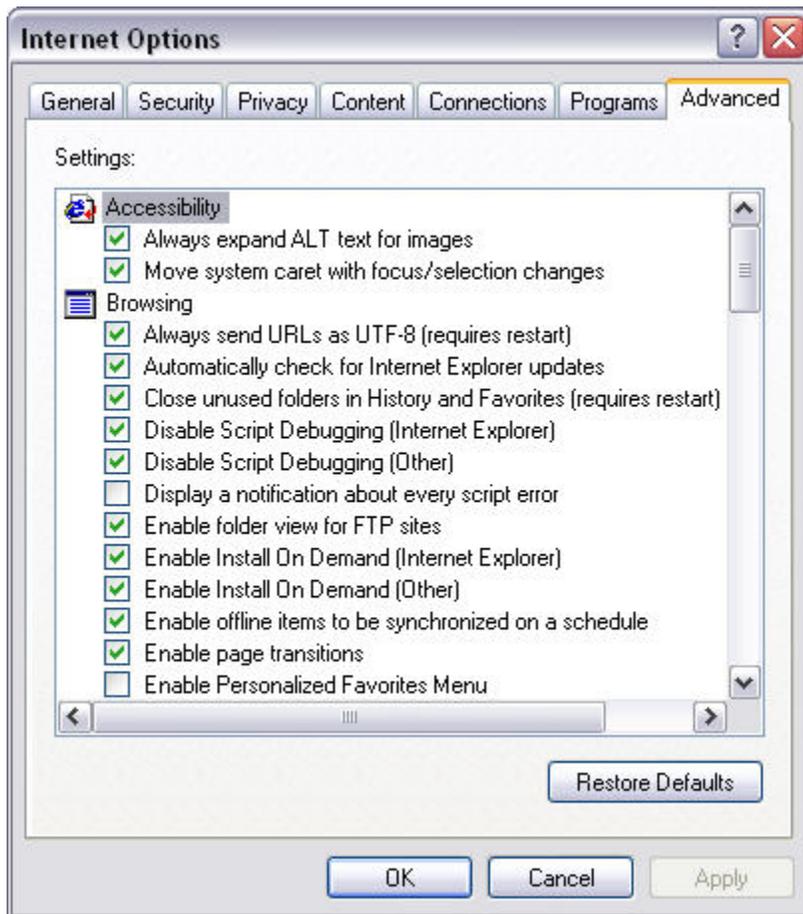
Open **Internet Options** by selecting **Internet Options** from the IE 6 **Tools** Menu.



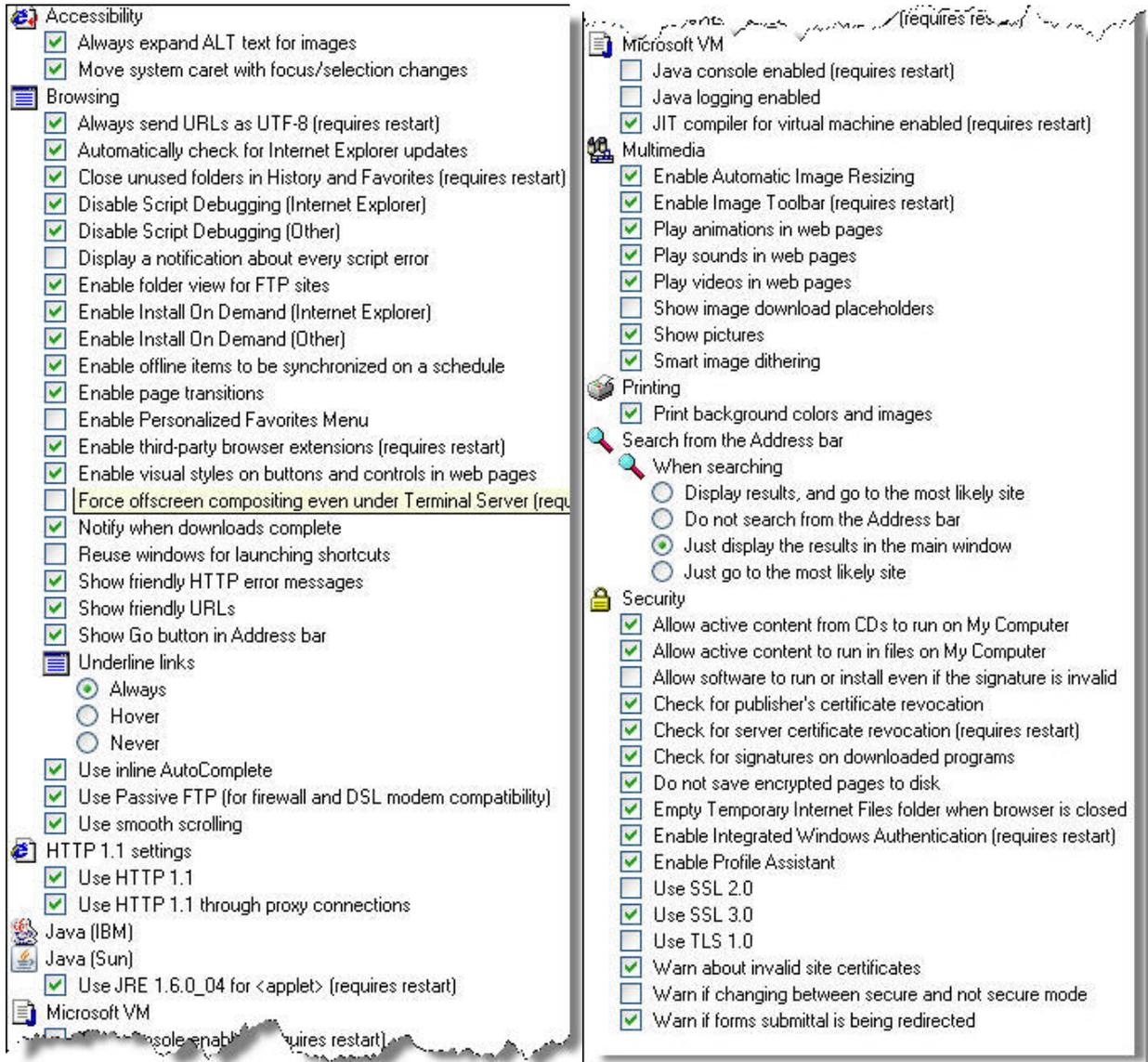
The **Internet Options** dialog window should appear.



Now click on the **Advanced** Tab



Ensure that the settings are as follows.



4.2. Modify the Pop Up Blocker

Click on the Privacy tab to see this dialog:



If you have disabled the IE 6 Pop-up Blocker, you can skip to the next section. Otherwise, modify the Pop Up Blocker using the following steps. First, click on the **Settings...** button.



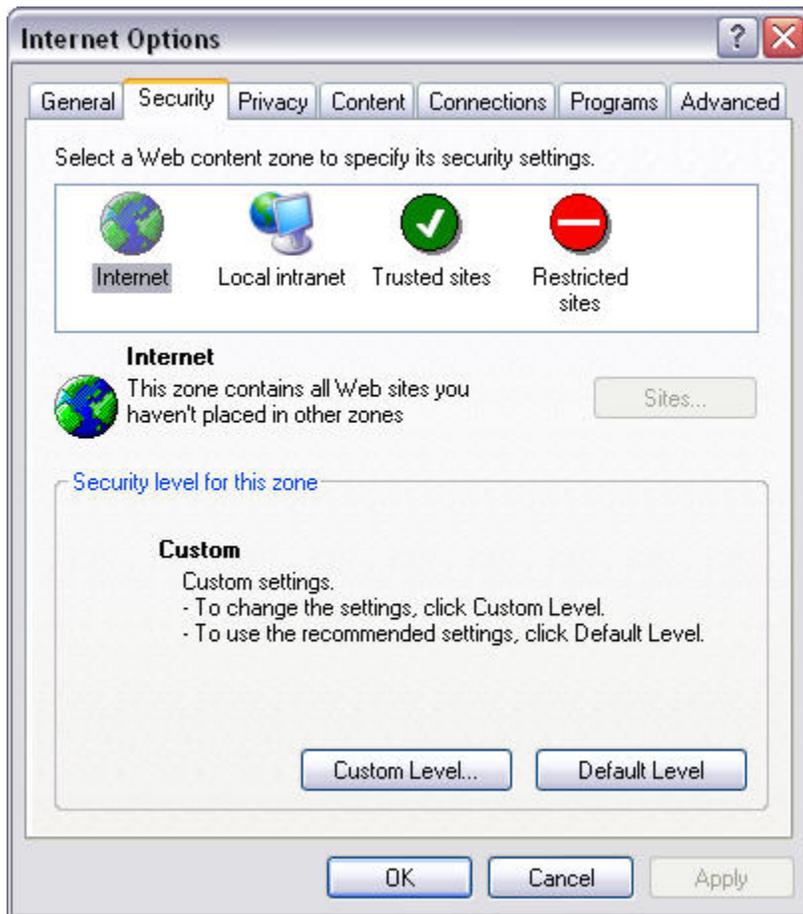
On the next page, add list of servers you will be accessing. Note that if a server hosts multiple environments, it only needs to be added once.



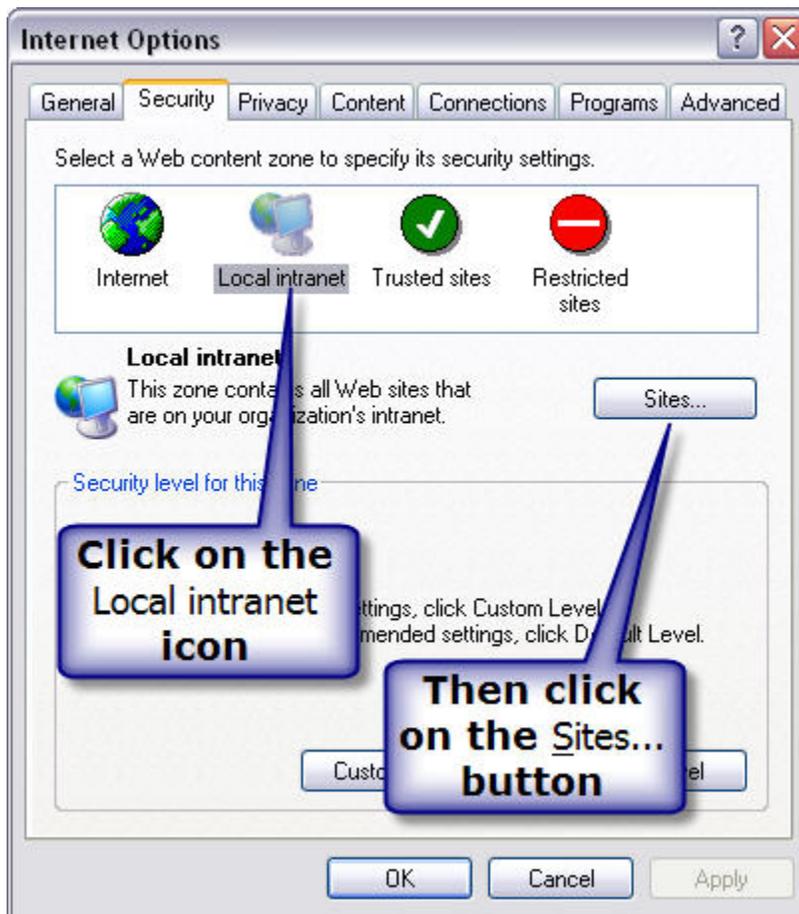
4.3. Making 'SaveToXLS' work

With the default settings in IE 6, the CHAMPS 'SaveToXLS' feature does not work. Use the following settings.

Click on the security tab in **Internet Options** to get this dialog:



Next, click on the **Local Intranet** zone icon. After **Local Intranet** is selected, click on the **Sites...** button.



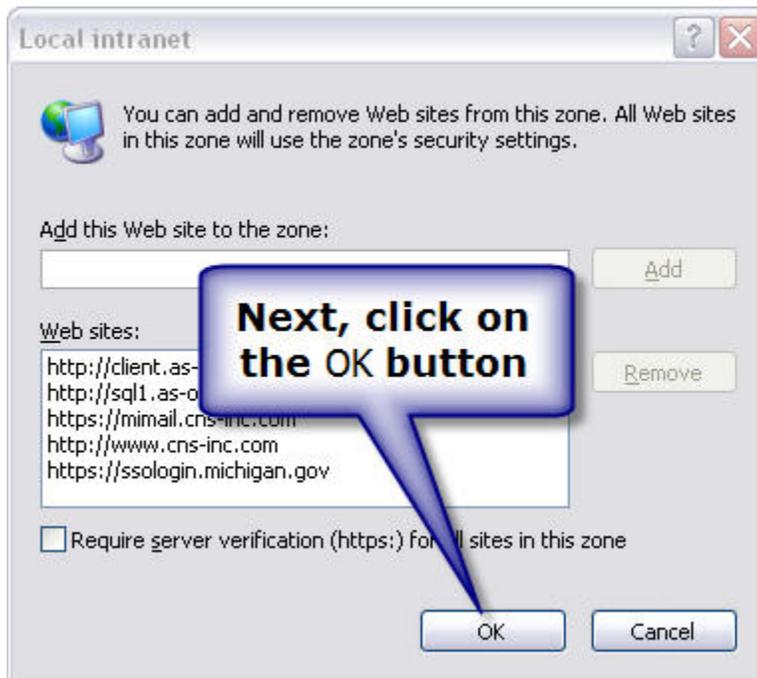
On the Local intranet dialog, click on the **Advanced...** button.



In the next window, add those servers you will be accessing to the list of Web sites. If a server hosts multiple environments, you only need to add it once.



Click on the OK button to confirm the list of Web sites.

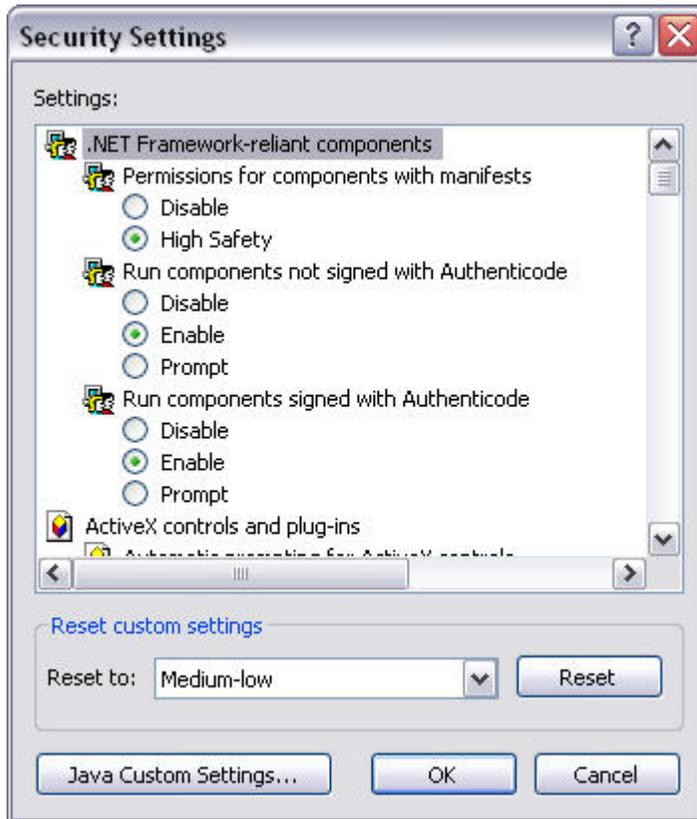




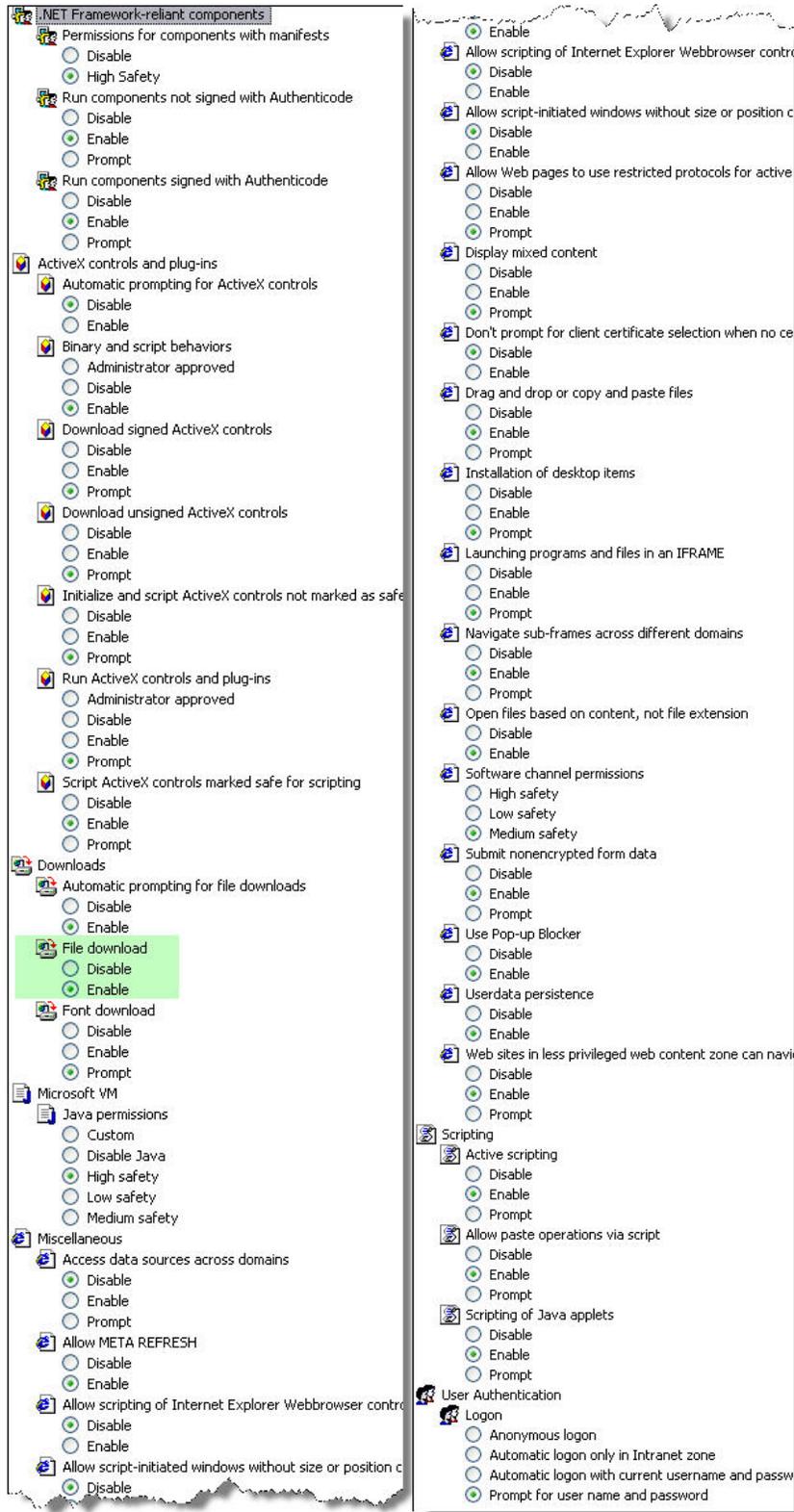
Now, you need to insure that you can download files. Click on the **Custom Level...** button.

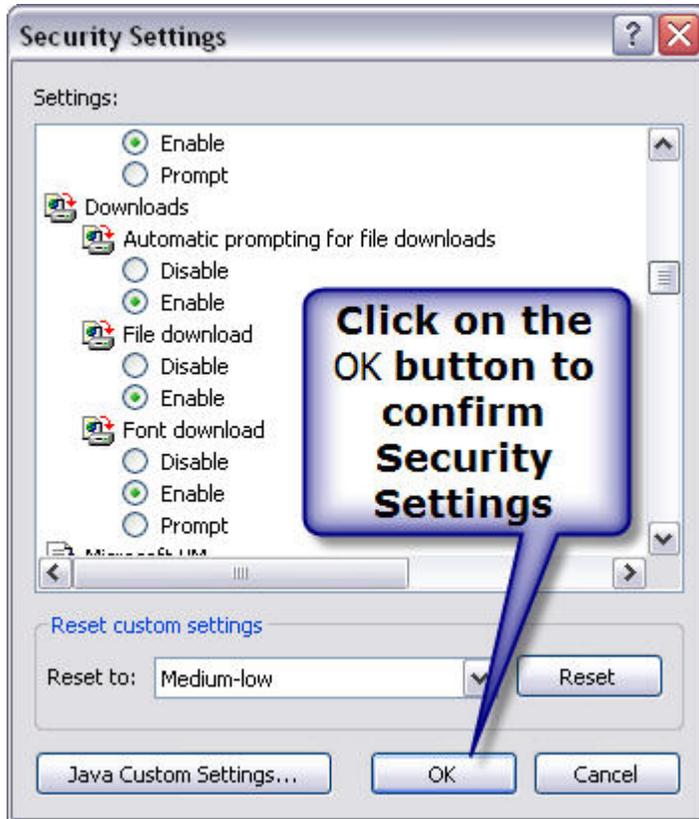


You will see the **Security Setting** dialog:



Ensure that the File Download setting is set to Enable.







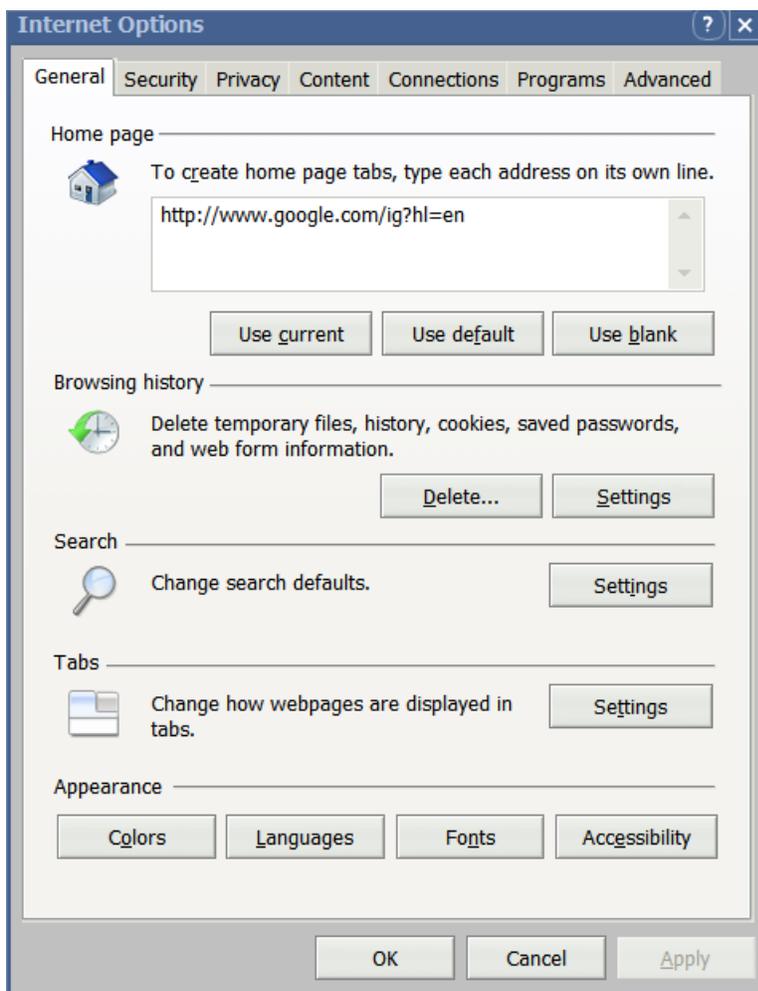
5. Browser settings Internet Explorer 7

To ensure the eCAMS Application works with Internet Explorer 7, the following changes are needed.

5.1. Changes to 'Advanced Properties'

Go to *Internet Options* by clicking 'Alt' and then 'Tools' and then 'Internet Options' in the Tools Menu.

The following window should appear.



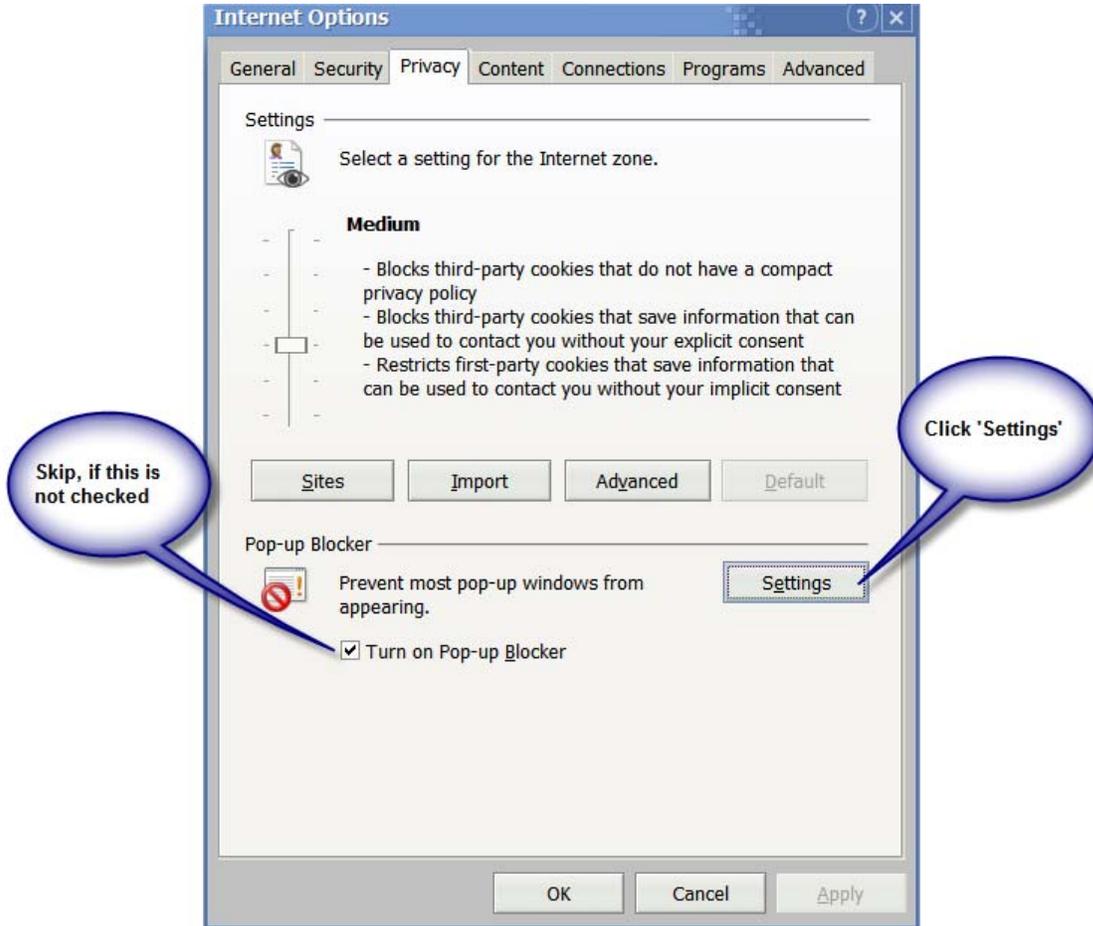
Now click on the 'Advanced' Tab, and ensure that the settings are as follows.

-  Accessibility
- Always expand ALT text for images
 - Move system caret with focus/selection changes
 - Reset text size to medium for new windows and tabs
 - Reset text size to medium while zooming*
 - Reset Zoom level to 100% for new windows and tabs
-  Browsing
- Automatically check for Internet Explorer updates
 - Close unused folders in History and Favorites*
 - Disable script debugging (Internet Explorer)
 - Disable script debugging (Other)
 - Display a notification about every script error
 - Enable FTP folder view (outside of Internet Explorer)
 - Enable page transitions
 - Enable personalized favorites menu
 - Enable third-party browser extensions*
 - Enable visual styles on buttons and controls in webpages
 - Enable websites to use the search pane*
 - Force offscreen compositing even under Terminal Server*
 - Notify when downloads complete
 - Reuse windows for launching shortcuts (when tabbed bro
 - Show friendly HTTP error messages
-  Underline links
- Always
 - Hover
 - Never
- Use inline AutoComplete
 - Use most recent order when switching tabs with Ctrl+Tab
 - Use Passive FTP (for firewall and DSL modem compatibili
 - Use smooth scrolling
-  HTTP 1.1 settings
- Use HTTP 1.1
 - Use HTTP 1.1 through proxy connections
-  International*
- Always show encoded addresses
 - Send IDN server names
 - Send IDN server names for Intranet addresses
 - Send UTF-8 URLs
 - Show Information Bar for encoded addresses
 - Use UTF-8 for mailto links
-  Multimedia
- Always use ClearType for HTML*
 - Enable automatic image resizing
 - Play animations in webpages*
 - Play sounds in webpages
 - Show image download placeholders
 - Show pictures
 - Smart image dithering
-  Printing
- Print background colors and images
-  Search from the Address bar
- Do not search from the Address bar
 - Just display the results in the main window
-  Security
- Allow active content from CDs to run on My Computer*
 - Allow active content to run in files on My Computer*
 - Allow software to run or install even if the signature is inv
 - Check for publisher's certificate revocation
 - Check for server certificate revocation*
 - Check for signatures on downloaded programs
 - Do not save encrypted pages to disk
 - Empty Temporary Internet Files folder when browser is cl
 - Enable Integrated Windows Authentication*
 - Enable native XMLHTTP support
-  Phishing Filter
- Disable Phishing Filter
 - Turn off automatic website checking
 - Turn on automatic website checking
- Use SSL 2.0
 - Use SSL 3.0
 - Use TLS 1.0
 - Warn about certificate address mismatch*
 - Warn if changing between secure and not secure mode
 - Warn if POST submittal is redirected to a zone that does i

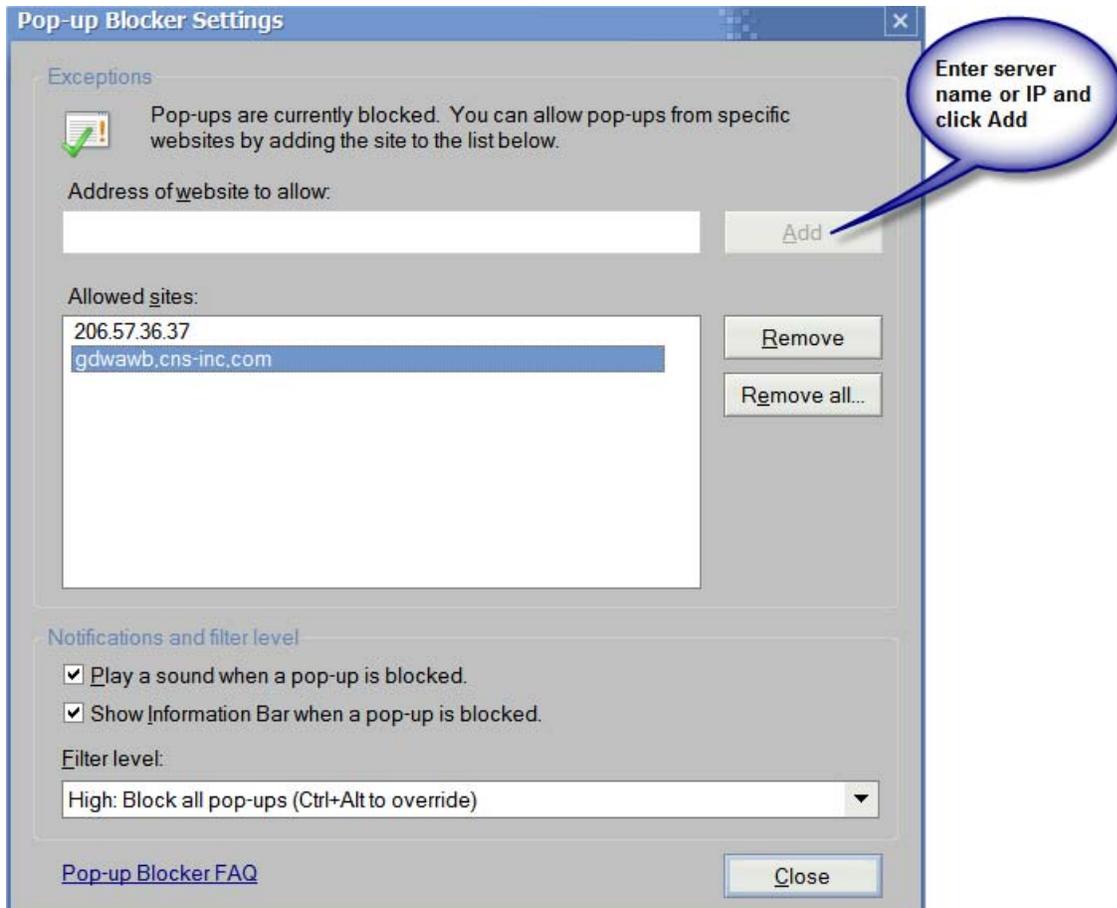
5.2. Modify the Pop Up Blocker

Modify the Pop Up blocker using the following steps. If you have disabled pop-up blocker, you can skip to the next section.

Click on the Privacy tab and then click on the settings button.



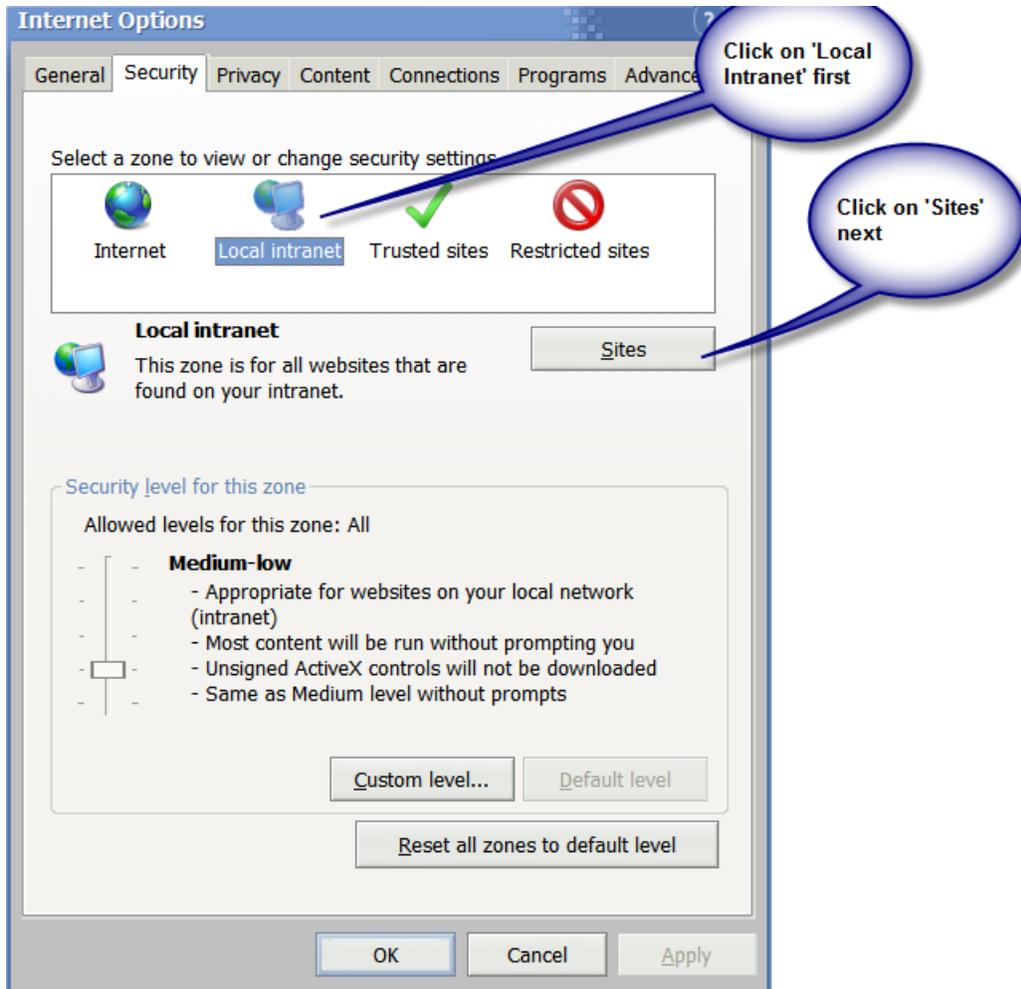
On the next page, add list of servers you will be accessing. Note that if a server hosts multiple environments, it only needs to be added once.



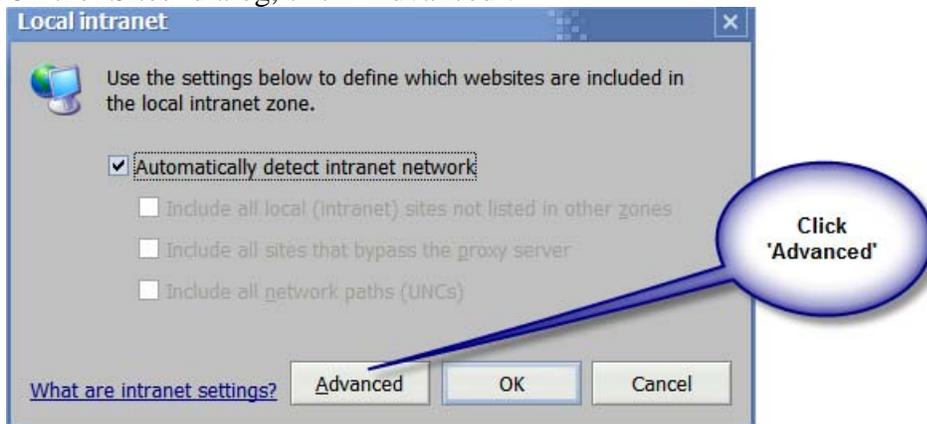
5.3. Making 'SaveToXLS' work

With IE 7, the 'SaveToXLS' feature has does not work by default. Until the eCAMS application is fixed to work with the security enhancements in IE 7, use the following settings.

Click on the security tab in Internet Options, and then click on 'Local Intranet'. After Local Intranet is selected, click on the 'Sites' button.



On the 'Sites' dialog, click 'Advanced'.



In the next window, add list of servers you will be accessing. If a server hosts multiple environments, it needs to be added only once.

