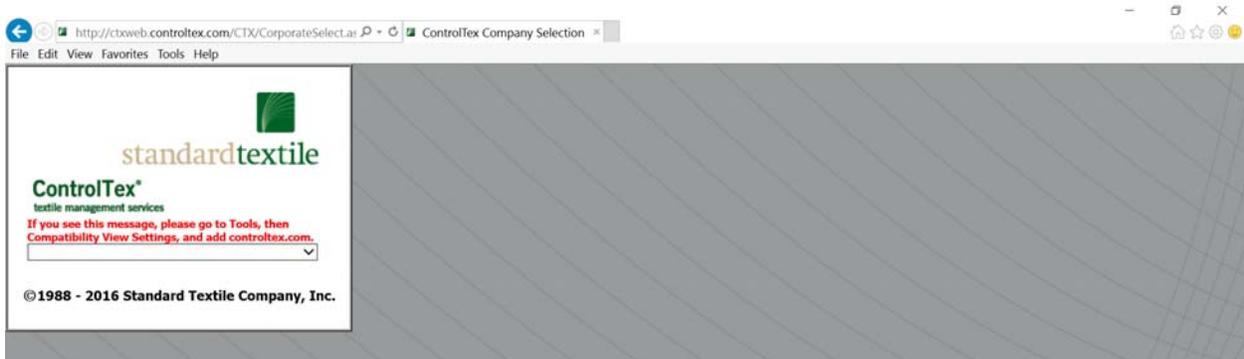
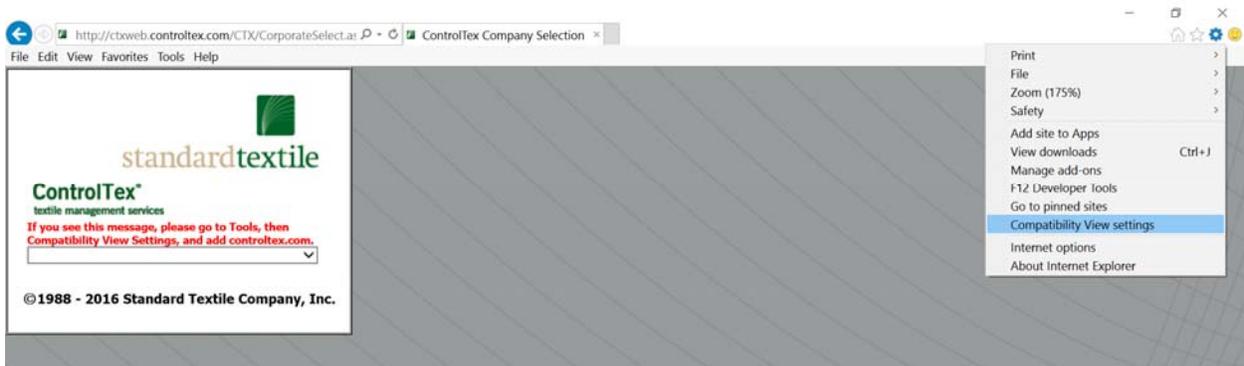


Compatibility View Mode IE 10 & 11

If screen appears in this manner, need to add controltex.com to list of sites to use Compatibility View

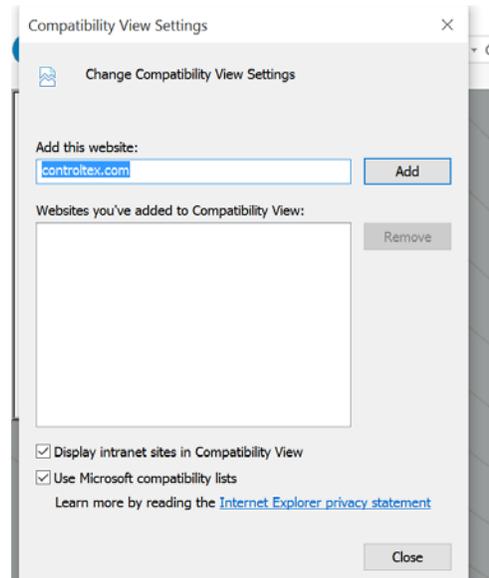
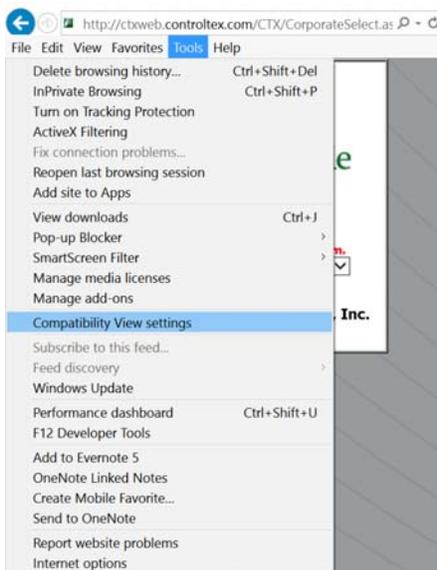


Compatibility View Settings can be accessed either through the gear icon,

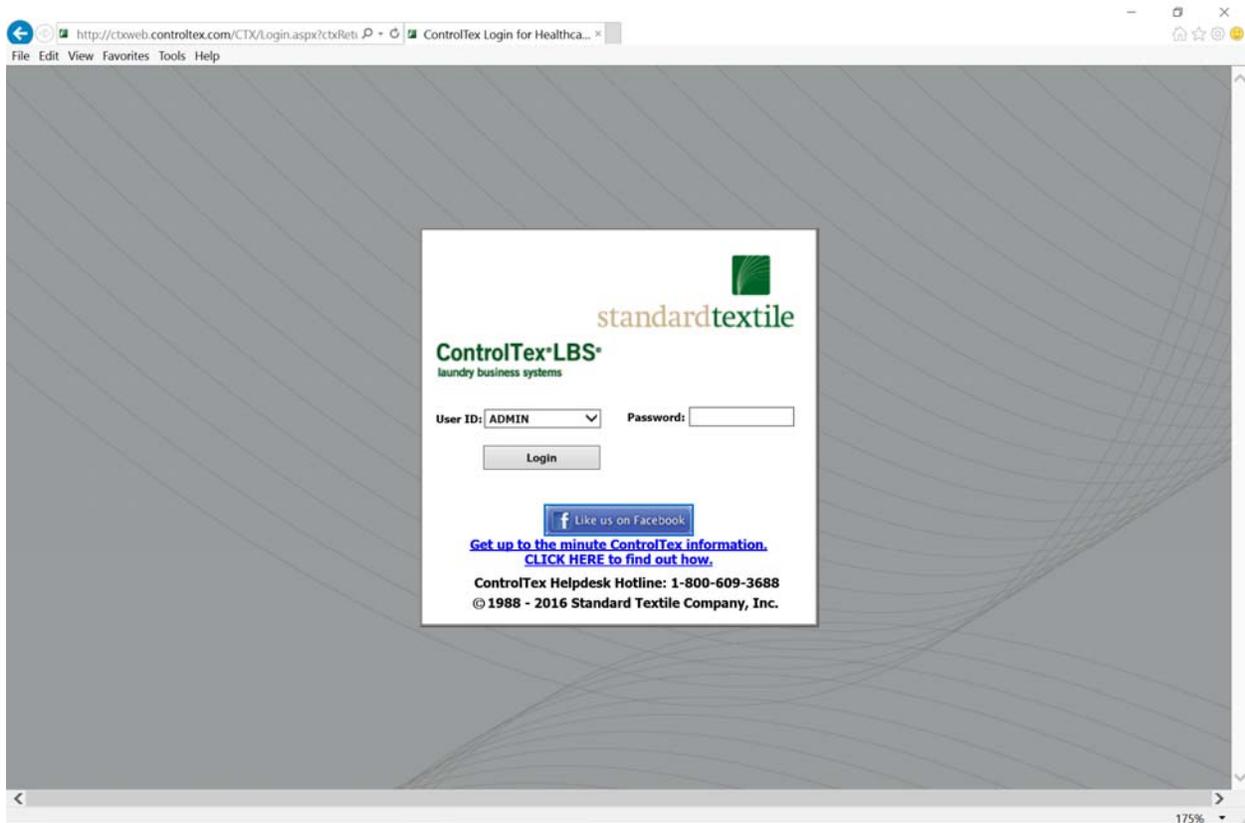


Or through the Tools menu

Then click Add and Close

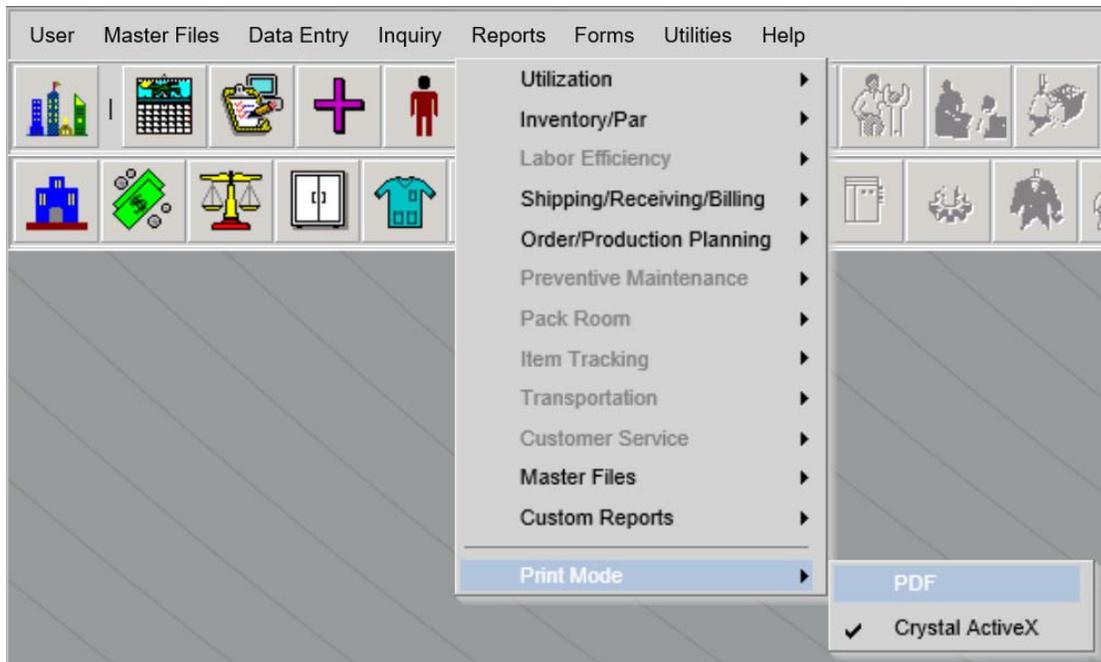


The screen will refresh and should appear like below.



Change Print Mode (required if use of ActiveX controls are disabled or blocked)

In ControlTex go to Reports > Print Mode > select PDF

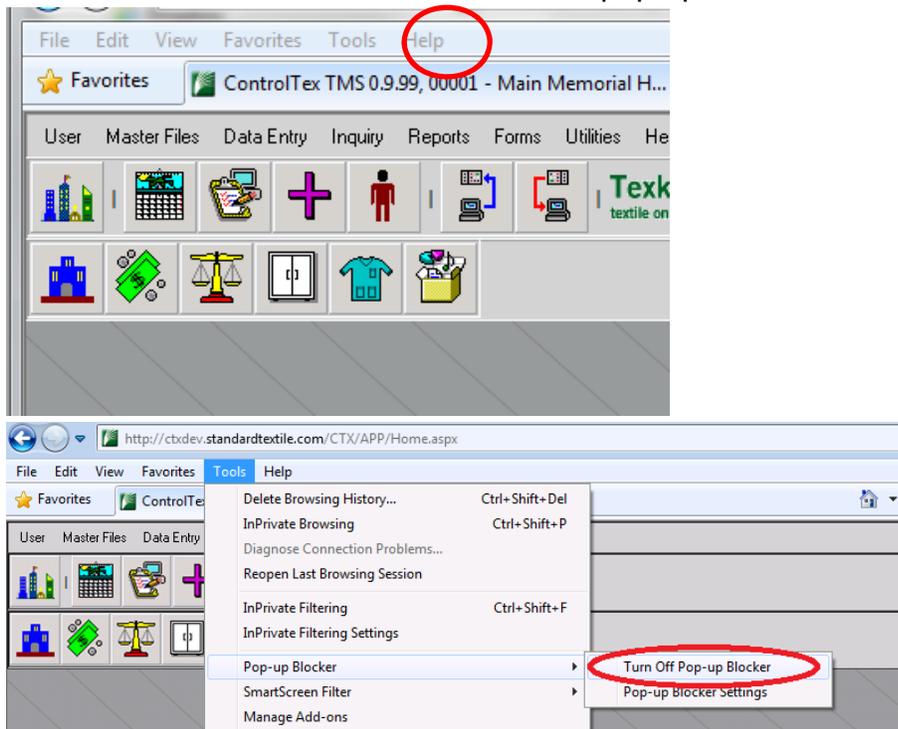


To Set Pop-Up Blocker, Trusted Sites and Custom Level:

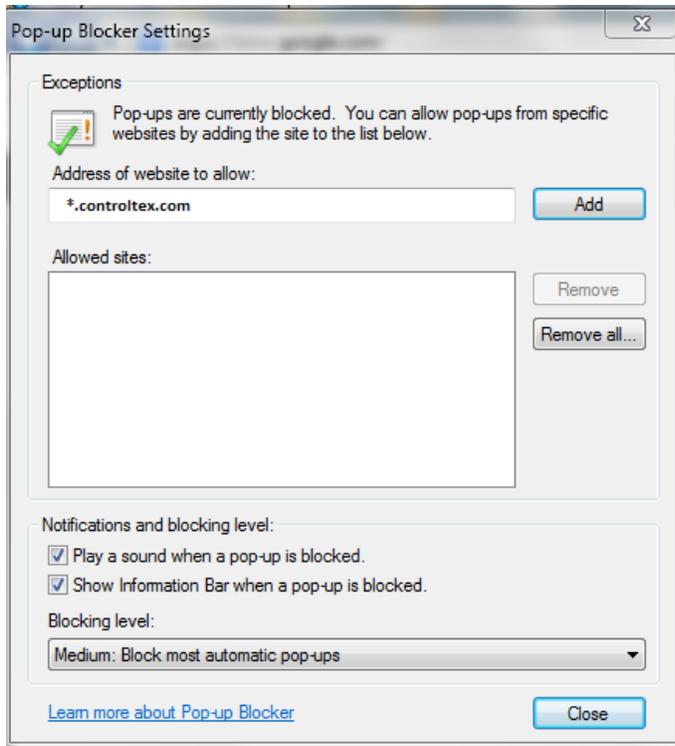
In the Browser select “Tools” then “Pop-up Blocker” – Select “Turn Off Pop-up Blocker”

Note: if it says “Turn On Pop-up Blocker” it is already off.

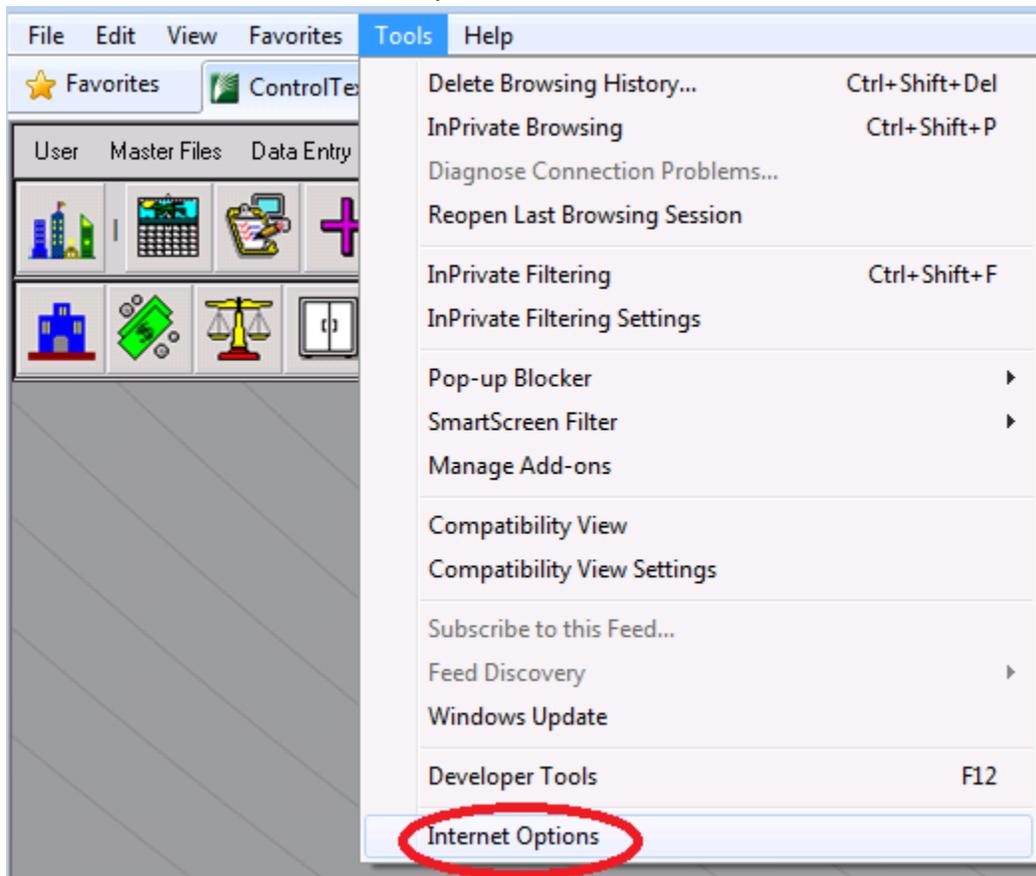
Also note there may be other “Pop-up” blockers on a system. Apps such as Google Toolbar and/or Yahoo will often download pop-up blockers that must also be turned off.



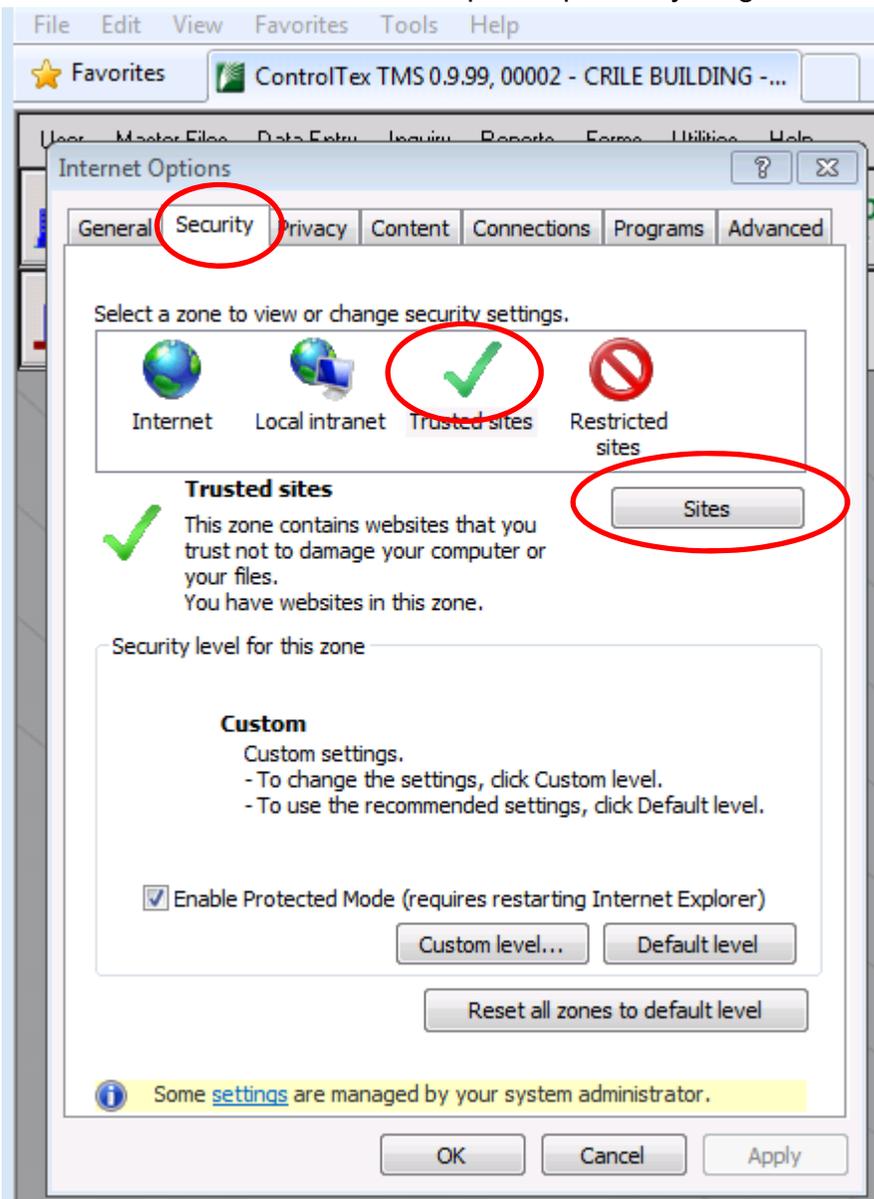
NOTE: Pop-up Blocker Settings can also be used in case turning off the Pop-up Blocker is not an option. Type in *.controltex.com then select the “Add” button.



Select "Tools" then "Internet Options"

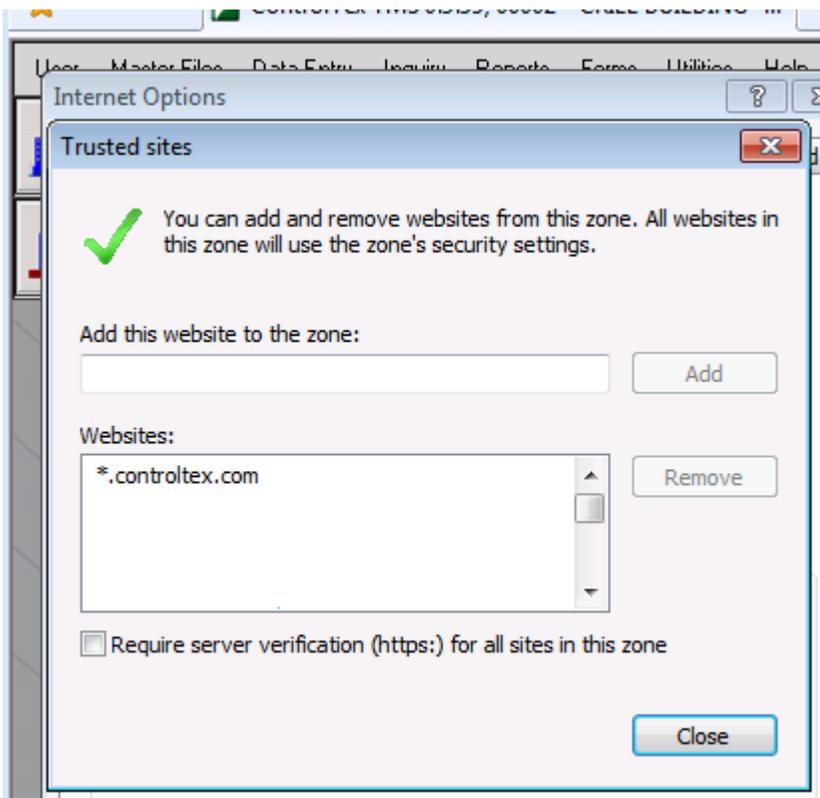


Select the "Security Tab" then click on the "Trusted sites" checkmark. Finally, click the "Sites" button and verify *.controltex.com is listed, if not add it. Note it must be *.controltex.com, not https, http, or anything else. Just *.controltex.com

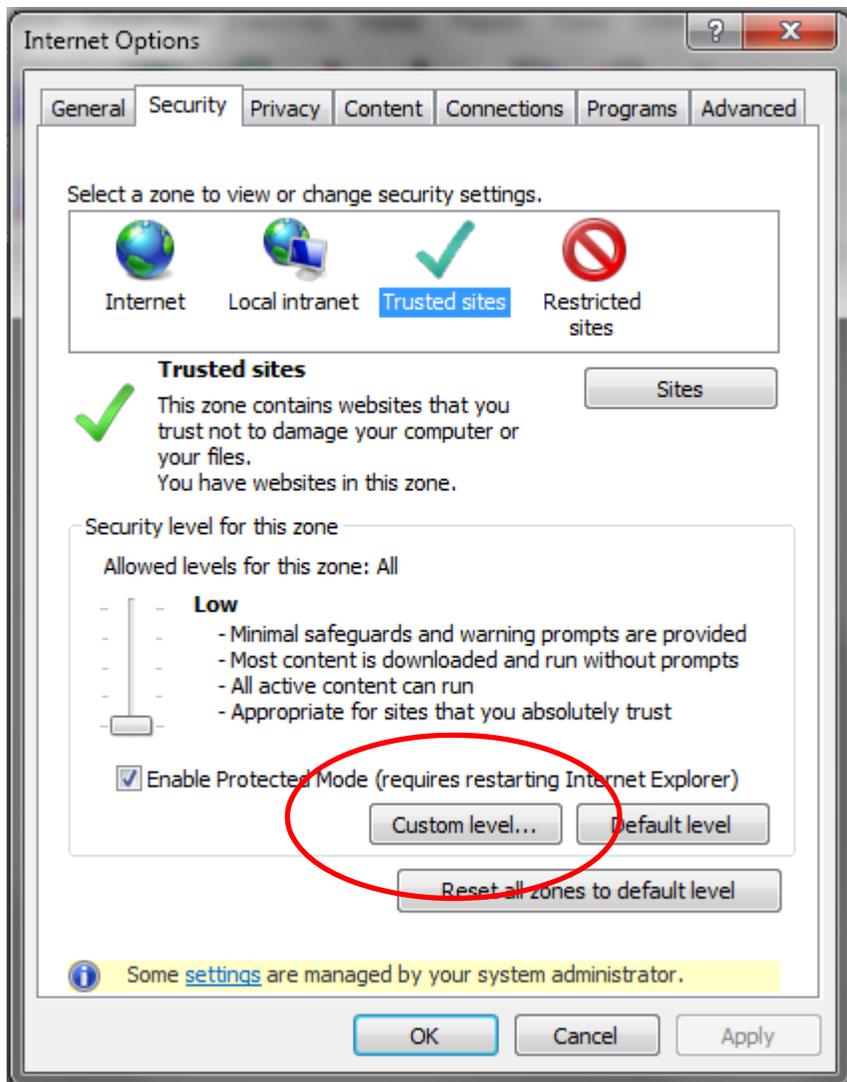


After clicking the "Sites" button this is what will open:

There may be multiple entries for other trusted sites and *.controltex.com may or may not already be there. If you are unable to scroll to see additional sites it may require IT help.



After adding *.controltex.com, push the close or ok button, then select the custom level button.



The following controls must be set as noted in order to print reports: Note, this may require IT support to make changes.

ActiveX controls and plug-ins

- Allow Previously unused ActiveX controls to run without prompt
Enable
- Allow Scriptlets
Enable
- Automatic Prompting for ActiveX controls
Disable
- Binary and script behaviour
Enable
- Display video and animation on a webpage
Disable
- Download signed ActiveX controls
Enable
- Download unsigned ActiveX controls
Enable
- Initialize and script ActiveX controls not marked as safe for scripting
Enable
- Only allow approved domains to use ActiveX without prompt
Disable
- Run ActiveX controls and plug-ins
Enable
- Script ActiveX controls marked safe for scripting
Enable

Downloads

- Automatic prompting for file downloads
(note, this may just say Downloads in some browsers)
Enable

Miscellaneous (to disable pop-up blocker for trusted sites) – use this if pop-up blocker cannot be set under the “Tools” option.

- User Pop-up Blocker
Disable