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.

Pop-up Blocker Settings	X
Exceptions Pop-ups are currently blocked. You can allow pop-ups fr websites by adding the site to the list below. Address of website to allow: *.controltex.com	rom specific
Allowed sites:	
	Remove
Notifications and blocking level:	
 Play a sound when a pop-up is blocked. Show Information Bar when a pop-up is blocked. 	
Blocking level:	
Medium: Block most automatic pop-ups	
Learn more about Pop-up Blocker	Close

Select "Tools" then "Internet Options"

File Edit View Favorites	Tools Help	
👷 Favorites 🛛 🖉 ControlTes	Delete Browsing History	Ctrl+Shift+Del
User Master Files Data Entry	InPrivate Browsing	Ctrl+Shift+P
111 🎬 😪 🕂	Reopen Last Browsing Session	
	InPrivate Filtering InPrivate Filtering Settings	Ctrl+Shift+F
	Pop-up Blocker SmartScreen Filter Manage Add-ons)
	Compatibility View Compatibility View Settings	
	Subscribe to this Feed	
	Feed Discovery	+
	Windows Update	
	Developer Tools	F12
	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.

Internet Options		
General Security Privacy Content Connections Programs Advanced		
Select a zone to view or change security settings.		
🛛 🔮 🔩 🗸 🚫		
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		
Allowed levels for this zone; All		
Low - Minimal safeguards and warning prompts are provided - Most content is downloaded and run without prompts - All active content can run - Appropriate for sites that you absolutely trust		
Enable Protected Mode (requires restarting Internet Explorer) Custom level Default level		
Reset all zones to default level		
Some <u>settings</u> are managed by your system administrator.		
OK Cancel Apply		

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 behavious 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 <u>Miscellaneous</u> (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