This guide will lead you through the steps required to ensure that your Internet Explorer 7 & 8 browser is ready for use with our Blackboard CMS.

First we need to set up the Pop-up blocker and Compatibility View.
We need to set an exception with the Pop-up blocker. This will allow pop-ups for the Blackboard server but not outside websites.

First we click on the Tools button located on the right side of the tab bar. Then we mouse over the Pop-up Blocker link. This will bring up the slide out menu.

If the Pop-up Blocker Settings link is grayed out, then you will need to turn on the Pop-up blocker. Turn on the Pop-up blocker by clicking the Turn on the Pop-up Blocker link, then open the menu again and the settings link will be available. Now click on Pop-up Blocker Settings.

A box will appear that will allow you to exclude certain websites from having their pop-ups blocked. Type in https://blackboard.nsula.edu into the Address of website to allow field. Then click the Add button.

You will see that the address will move down into the larger box. Click the Close button in the bottom right corner.

Now we will set-up our Compatibility View.
Click on Tools again and this time click on Compatibility View.
A Compatibility View Settings box will appear. This works almost the same way as the Pop-up exception does. Type https://blackboard.nsula.edu into the Add this website box then click the Add button.

You will see the address move into the larger box below the add box. Click on the Close button in the lower right to close this box.

Now we will make sure that our browser is checking for the latest web pages from Blackboard. Click on the Tools link again and this time click on Internet Options located at the bottom of the list.
This will open the Internet Options box. By default the General tab is opened. On this tab, we want to click on the Settings button located within the Browsing history section.

This will open up a new window. Set the Check for newer versions of stored pages option to Every time I visit the page.
Once this is set, click on the OK button. This will close the window and take us back to the Internet Options page. Now we will click on Security tab. Click on Trusted Sites icon. Then click on the Sites button located underneath the box that contains the icons.

Now we will enter https://blackboard.nsula.edu into the Add this website to the zone box. Click the Add button. This will move the name down into the Websites box. Ensure that the Require server verification box is NOT checked. Then click on the Close button. Select the Trusted sites icon again to highlight it. Below you will see a box entitled Security level for this zone. Click on Custom level button.
You will see a new box pop up. The box will have the title **Security Settings – Trusted Sites Zone**. You will see a list that looks like this.

Scroll down the list of options and make changes to the following sections:

- **Display Mixed Content**: Enable
- **Active Scripting**: Enable
- **Allow programmatic clipboard access**: Enable
- **Allow status bar updates via script**: Enable

Then click **OK**. Verify that you do wish to change these settings. Click **OK** to close the **Internet Options** box.
Now we want to ensure that we have the latest version of Java.

Blackboard requires Java to perform several required functions. Blackboard uses java during exams, discussion board usage and file submissions. First we will verify our current version of Java.

Click on the **Start** button and then click on the **Control Panel** link.

In the upper left corner you will see a link that says **Switch to Classis View**, click this link. If your link says **Switch to Category View** then you will not need to click it. Now that we are in the classic view, look for an icon that says Java.

Double click the icon. If you do not see an icon here then go to the download Java section of this guide. The **Java Control Panel** will appear. Click the **About** button.

When you click on the **About** button a new window will come up and display information about your version of java. We are looking for the Version and Update.
Version 6 Update 16_16 is the latest version at the time this guide was created. Any version earlier that Version 5 must be updated for it to work with our Blackboard system. Most of the Version 6 series work without issue. The latest version works very well.

**Download Java**

To download the latest versions of Java please go to: [http://www.java.com](http://www.java.com). Click the **Free Java Download** button and follow the onscreen instructions to complete the installation process.

Once you have completed the Java installation please shut down your Computer and restart.

Now we make sure that we do not receive information bar messages when accessing materials in Blackboard. An information bar looks like the following

You have to turn off the information bar messages in turn different locations: one for pop up blockers and one for downloading files.
To turn off Information bar messages about blocked pop windows. Open Internet Explorer.

Click the **Tools** button, point to **Pop-Up Blocker**, and then click **Pop-Blocker Settings**.

Uncheck the box next to **Show Information Bar when a pop-up is blocked** and the click **Close**.
To turn off Information bar messages about blocked pop windows, click the **Tools** button and click **Internet Options**.

Click the **Security** tab, and then click **Custom Level**.
Do both of the following:

1. To turn off the Information bar for files downloads, scroll to the Downloads section of the list and then, under **Automatic prompting for file downloads**, click **Enable**.

2. To turn off the information bar for ActiveX controls, scroll to the ActiveX controls and plug-ins section of the list, and then, under **Automatic prompting for ActiveX controls**, click **Enable**.
Click **OK**, click **Yes** to confirm that you want to make the change, and then click **OK** again.

The next time you follow a hyperlink, or attempt an exam with pictures in Blackboard you will see a pop-up box like this:

**Internet Explorer 8**

![Security Warning](image)

You should select **Yes**.

**Internet Explorer 7**

![Security Information](image)

You should select **No**.
The two different version of I.E Explorer requires different answers. You should not have to answer this again.

If you require assistance with the steps outlined in this guide please contact the Student Support helpdesk at 318.357.6696 or via email at sos@nsula.edu.