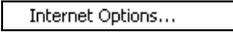


Adding a Trusted Site

1.	<p>To begin, open any website using Internet Explorer.</p> <p>This demonstration will use the Office of University Controller (OUC) website: www.cu.edu/controller.</p>
2.	<p>Click Tools...</p> 
3.	<p>...then Internet Options...</p> 
4.	<p>Click the Security tab on the INTERNET OPTIONS window.</p> 
5.	<p>Click the Trusted sites list item.</p> 
6.	<p>Click the Sites... button.</p> 
7.	<p>Enter the website address you want to be included on your Trusted site list in the Add this Web site to the zone field.</p> <p>Which websites should be trusted?</p> <ul style="list-style-type: none">-- http://*.cu.edu-- http://*.cusys.edu-- https://*.cu.edu-- https://*.cusys.edu <p>The "*" acts as a wildcard, thereby trusting any site with cu.edu or cusys.edu in the web address.</p>
8.	<p>Click the Add button.</p> <p>Repeat the previous step and this step to add any desired additional Trusted sites.</p> 
9.	<p>Click the OK button on the TRUSTED SITES window.</p>
10.	<p>Click the OK button on the INTERNET OPTIONS window.</p> 
11.	<p>End of Procedure.</p>