

*main menu*  
<https://txeis.cisd.org:8443/>  
→ CAS/login

## **TxEIS Firefox Download and Internet Option Settings**

Go to: <http://www.mozilla.com/en-US/firefox/>

Click on Firefox 3.6 Free Download – 3.6.13 for Windows, English (US). Select to Run the File. Follow the Setup Wizard to install.

You may want to remove the check in the box to use Firefox as default web browser if you use IE for everything other than TxEIS. When Firefox opens up to the main page, select Tools from the menu, and then select Options.

Set the home page to your TxEIS database url. For example only:

<https://txeis.esc12.net:8443/MainMenu>

Close out. When you go to your desktop and click on Mozilla Firefox icon, your TxEIS logon screen will appear.

## **TxEIS URLs**

For the TxEIS database :

For the txGradebook use:

For txConnect (parent portal):

For txMyZone (course requests):

## **TxEIS Password**

At least 8 characters-alpha and numeric, upper and lowercase, symbol. For example:

Thisis#1

## **Browser Settings & System Requirements**

Select the appropriate Browser Setup instructions to follow, either IE or Firefox or Safari (Firefox recommended). Finally, follow the instructions to Resolutions.

## ***Browser Setup for Internet Explorer 7 or 8***

### **Set Up Browsing History Options**

- In the browser, from the Tools menu, select Internet Options.
- The Internet Options dialog box is displayed with the General tab as the default tab.
- Under **Browsing history**:
  - To complete the initial setup, click **Settings**. The Temporary Internet Files and History Settings dialog box is displayed.
  - Under **Check for newer versions of stored pages**, select **Automatically**.
  - Click **OK** to close the Temporary Internet Files and History Settings dialog box.
  - To clear the cache, click **Delete**. The Delete Browsing History dialog box is displayed.
  - For Internet Explorer 7, select the check box for each item you want to delete.
  - Click **Yes** to delete the item. Otherwise, click **No**.
  - Click **Close** to close the Delete Browsing History dialog box.
  - For Internet Explorer 8, select all options except **Preserve Favorites website data**, and then click **Delete**.
  - Click **OK** to close the Internet Options dialog box.

### **Display Web Pages as Tabs**

- In the browser, from the Tools menu, select Internet Options.
- The Internet Options dialog box is displayed with the General tab as the default tab.
- Under **Tabs**, click **Settings**. The Tabbed Browsing Settings dialog box is displayed. The following settings are recommended.
  - Verify that **Enable Tabbed Browsing** is selected and all additional check boxes except **Open only the first home page when Internet Explorer starts** are selected, and then click **OK**.
  - For Internet Explorer 8 only, verify that under **When a new tab is opened**, **open**, The new tab page is selected.
  - Verify that under **When a pop-up is encountered**, **Always open pop-ups in a new tab** is selected.
  - Verify that under **Open links from other programs in**, the **A new tab in the current window** option is selected. Click **OK** to close the Internet Options dialog box.

### **Add TxEIS to the Trusted Sites**

- In the browser, from the Tools menu, select Internet Options.
- The Internet Options dialog box is displayed with the General tab as the default tab.
- Click the **Security** tab.
- Under **Select a zone to view or change security settings**, select **Trusted sites**.
- Click **Sites**. The Trusted sites dialog box is displayed.
- In the Add this website to the zone field, type the exact Web site address that you use to access TxEIS, and then click Add.
- Note:** If the Web site address begins with https, select Require server verification (https:) for all sites in this zone. If the Web site address does not begin with https, ensure that Require server verification (https:) for all sites in this zone is not selected.
- Click **Close**. Click **OK** to close the Internet Options dialog box.



### **Allow Downloads**

- In the browser, from the Tools menu, select Internet Options.
- The Internet Options dialog box is displayed with the General tab as the default tab.
- Click the **Security** tab.
- Click **Trusted sites**.
- Click **Custom level**. The Security Settings - Trusted Sites Zone dialog box is displayed.
- Under **Settings**, scroll down to the **Downloads** section.
- Under **File download**, select the **Enable** option.
- Under **Automatic prompting for file downloads**, select the **Enable** option.
- Click **OK** to close the Security Settings - Trusted Sites Zone dialog box. A Warning message is displayed.
- Click **Yes** to continue and change the settings for the zone.
- Click **OK** to close the Internet Options dialog box.

### **Pop Up Blocker**

TxEIS uses pop-up windows to display reports and other information. By default, IE blocks pop-up windows. The pop-up blocker must be disabled for the TxEIS Web site for proper operation of TxEIS. From IE menu, select Tools, then select Pop Up Blocker. Turn off the Pop Up Blocker.

### **Browser Setup for Mozilla Firefox 3.0 or Later** **Enable Cookies**

- In the browser, from the Tools menu, select Options. The Options dialog box is displayed.
- From the Options dialog box, click the **Privacy** icon.
- Under **History** in the **Firefox Will** field, select Use custom settings from history.
- Next to **Accept cookies from sites**, click **Exceptions**. The Exceptions - Cookies dialog box opens.
- Under **Address of web site**, type the exact Web site address that you use to access TxEIS.
- Click **Allow**. The Web site is displayed under **Sites**, and the **Status** is set to Allow.
- Click **Close** to close the Exceptions - Cookies dialog box.
- Click **OK** to close the Options dialog box.

### **Enable Pop-up Windows**

TxEIS uses pop-up windows to display reports and other information. The TxEIS Web site must be set up as an allowed site.

- In the browser, from the Tools menu, select Options. The Options dialog box is displayed.
- From the Options dialog box, click the **Content** icon.
- Next to **Block pop-up windows**, click **Exceptions**. The Allowed Sites - Popups dialog box is displayed.
- Under **Address of web site**, type the exact Web site address that you use to access TxEIS.
- Click **Allow**. The Web site is displayed under **Sites**, and the **Status** is set to Allow.
- Click **Close** to close the Allowed Sites - Popups dialog box.
- Click **OK** to close the Options dialog box.

### **Enable JavaScript**

JavaScript must be enabled for the TxEIS Web site for proper operation of TxEIS.

- In the browser, from the Tools menu, select Options. The Options dialog box is displayed.
- From the Options dialog box, click the **Content** icon.
- Ensure that **Enable JavaScript** is selected.
- Click **OK** to close the Options dialog box.

### **Handling Downloads**

- In the browser, from the Tools menu, select Options.
- The Options dialog box is displayed. Select the **General** tab.
- Under Downloads, select the **Always ask me where to save files** option.
- Click **OK** to close the Options dialog box.

## ***Browser Setup for Safari 4.0 or later***

### **Enable Cookies**

- In the browser, from the menu bar, select Safari, and then select Preferences. The Preferences dialog box is displayed.
- In the Preferences dialog box, select **Security**.
- Next to **Accept Cookies**, select **Only from sites I visit**.
- Close the Preferences dialog box.

### **Enable Pop-up Windows**

TxEIS uses pop-up windows to display reports and other information. By default, Safari blocks pop-up windows. The pop-up blocker must be disabled for the TxEIS Web site for proper operation of TxEIS.

From Safari menu, select Block Pop-Up Windows to clear check mark to turn off this option.

### **Enable JavaScript**

JavaScript must be enabled for the TxEIS Web site for proper operation of TxEIS.

- In the browser, from the menu bar, select Safari, and then select Preferences. The Preferences dialog box is displayed.
- In the Preferences dialog box, select **Security**.
- Next to **Web Content**, ensure that **Enable JavaScript** is selected.
- Close the Preferences dialog box.

### **Resolution**

The recommended screen resolution is 1280 x 1024. Use the following steps to check the



resolution settings of your monitor.

For Windows XP, right-click the desktop, and select **Properties**. The Display Properties dialog box is displayed.

- Click the **Settings** tab.
- Under **Screen resolution**, set the resolution to 1280 x 1024 pixels.
- Click **OK** to close the dialog box.

For Windows 7, right-click the desktop, and select **Personalize**.

- Click **Display**.
- Select **Smaller - 100%** or **Medium - 125%**, and then click **Adjust resolution**. A larger font selection may increase the number of scroll bars. The screen resolution dialog box is displayed.
- In the **Resolution** field, verify the resolution is set to 1280 x 1024.
- In the **Orientation** field, select Landscape.
- Click **OK**.
- Click **Personalization** to add the ability to view your open pages from your task bar. This is a new feature added to Windows 7.
- Click **Taskbar and Start Menu**. Under **Preview desktop with Aero Peek**, verify that **Use Aero Peek to preview the desktop** is selected. If you are unable to select this option, contact your technology administrator.