Banner Users – PC Checklist

Please take a minute and check out these items on your PC.

**IE Pop-up Blocker Settings**

Some forms in Banner can be blocked by Internet Explorer (IE) pop-up blockers. Please take a minute and check the **Pop-up Blocker Settings** on your PC. Is *.wichita.edu an **Allowed site**? If not, follow the steps below to add it.

**Internet Explorer (IE) Pop-up Blocker settings instructions:**

1. Click on **Tools**. Select **Pop-up Blocker, Pop-up Blocker Settings.**

The Pop-up Blocker Settings window will display.

2. Does *.wichita.edu display in **Allowed sites**? If it is not, enter *.wichita.edu in **Address of Web site to allow** and click **Add.**

3. Verify the two boxes under **Notifications and Filter Level** are checked.

4. Under **Filter Level**, select:
   - **Low**: Allow pop-ups from secure sites

5. Click **Close**.

**Remove Google, MSN, and Yahoo Toolbars**

Banner may not open correctly when the **Google, MSN, Yahoo** or other Adware/Search toolbars are installed on your computer. If you notice any of these extra toolbars on your computer, you will need to remove them.

**PC Administrative Rights are required to uninstall the toolbars.**

1. Close any open Internet Explorer Windows.

2. Click the **Start** button at the bottom of the screen.

3. Select **Control Panel**.

4. Select **Add or Remove Programs**. It may take a few moments for it to load.

5. Check for any program that starts with **Google, MSN or Yahoo** in the list of installed programs.

6. For each Google, MSN, or Yahoo item found, click the **Remove** button. If asked if you want to uninstall the toolbar, click **Yes.**