How do I...Install/Upgrade the Java Plug-In on a PC?

The Java Plug-In allows Banner to work with Windows XP and Vista. It is not required to access myWSU, Self Service and Reporting Services.

If you use a Mac to access Banner, this installation is not required. It is recommended for Mac users to access Banner using the Internet browser Safari.

Administrative Rights to your PC

Contact your area’s technical support personnel regarding this installation if you don’t have administrator rights to your PC.

What if I need help or have problems?

Contact the Banner Help Desk at extension 5800 or bannerhelp@wichita.edu.

Java Plug-in Installation Instructions

Access Banner (PROD).

If the Banner Logon page appears, you’re done! Java is already installed on your PC.

Please contact the Banner Help Desk if you experience any problems using Banner.

If the Java Plug-In is not installed on your PC, the installation process will automatically begin when Banner is accessed.

The message on the right will appear but, due to its small size and location at the top of the screen, it is often overlooked.

Simply click on the line to continue the installation process.

Select Install Active X Control.

Internet Explorer Security Warning

Click Install.

Java Setup – Welcome

Click Accept to continue.
**How do I...Install/Upgrade the Java Plug-In on a PC?**

Continued on next page

---

**Java Setup – Toolbar**

If there is an option to install a toolbar (Google, MSN, Yahoo, etc) **UNCHECK** the box!

Click **Next** to continue.

---

**Java Setup – Progress**

The **Installing Java** window will display. This may take a minute or so.

---

**Java Setup – Complete**

When the Java Setup is complete, click **Finish**.

The Banner (PROD) Logon page will display. Using your myWSU ID and password, logon to Banner.

---

**Java Plug-in Update Instructions**

The orange **Java Update Available** icon may appear at the bottom of your screen. Click on the orange icon and follow the prompts to install the update.

Repeat the **Java Setup** steps shown above to complete the installation.

Remove earlier versions of Java.

Windows XP Users:

Select **Start Menu > Control Panel > Add or Remove Programs.** Highlight the earlier version of Java and click **Remove.**

Windows Vista Users:

Select **Start Menu > Control Panel > Programs and Features** Highlight the earlier version of Java and click **Uninstall.**

---

This Quick View is located on: [http://myWSU.wichita.edu](http://myWSU.wichita.edu)  
Help for Faculty Staff tab  
General Help channel  
Banner General Resources and Help

Last Revised: January 23, 2009