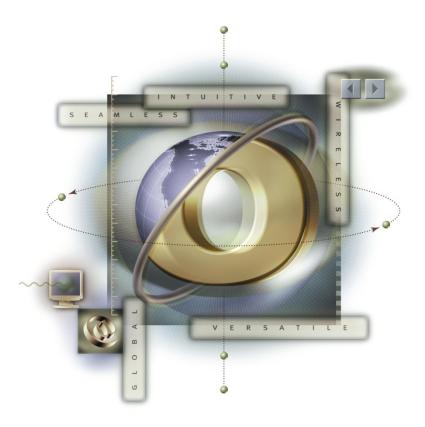
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Opera Hotel Edition



ORMS - Preparing Internet Explorer for Excel Export

Opera Version 5.0.02.04+

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ORMS Export to Excel Functionality

For **Export to Excel** functionality to occur in ORMS, the following changes need to be done in Internet Explorer. It is recommended that these settings be done by Network Administrators and the image pushed to all desktops running ORMS. Either the Network Administrator or end-user can make these changes, as necessary.

- 1. In Internet Explorer go to Tools>Internet Options.
- 2. Open the Security Tab and select Trusted Sites.

Internet Options
General Security Privacy Content Connections Programs Advanced
Select a zone to view or change security settings.
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Internet Local intranet Trusted sites Restricted
sites
Trusted sites You trust not to damage your computer or your files. You have websites in this zone.
Security level for this zone
Allowed levels for this zone: All
Hedium Prompts before downloading potentially unsafe content Unsigned ActiveX controls will not be downloaded I
<u>Custom level</u> Default level
Reset all zones to default level
OK Cancel Apply

3. Click the Sites button.

Uncheck "Require server verification (https:) for all sites in this zone". Add the **WLS machine URL** as a trusted site.

Trusted sites	
You can add and remove websites from this zone this zone will use the zone's security settings.	e. All websites in
Add this website to the zone:	
	Add
<u>W</u> ebsites:	
http://nplsmokeapp4adf	Remove
Require server verification (https:) for all sites in this :	zone

4. Close the Trusted sites window.

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5. Click on the Custom Level button on the Security Tab.



6. Navigate to the "Downloads" group and select Enable "Automatic prompting for file downloads."

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7. Select **OK** to accept the selections and close the Security Settings screen.

This completes the necessary steps in Internet Explorer for the export to Excel functionality within ORMS.