

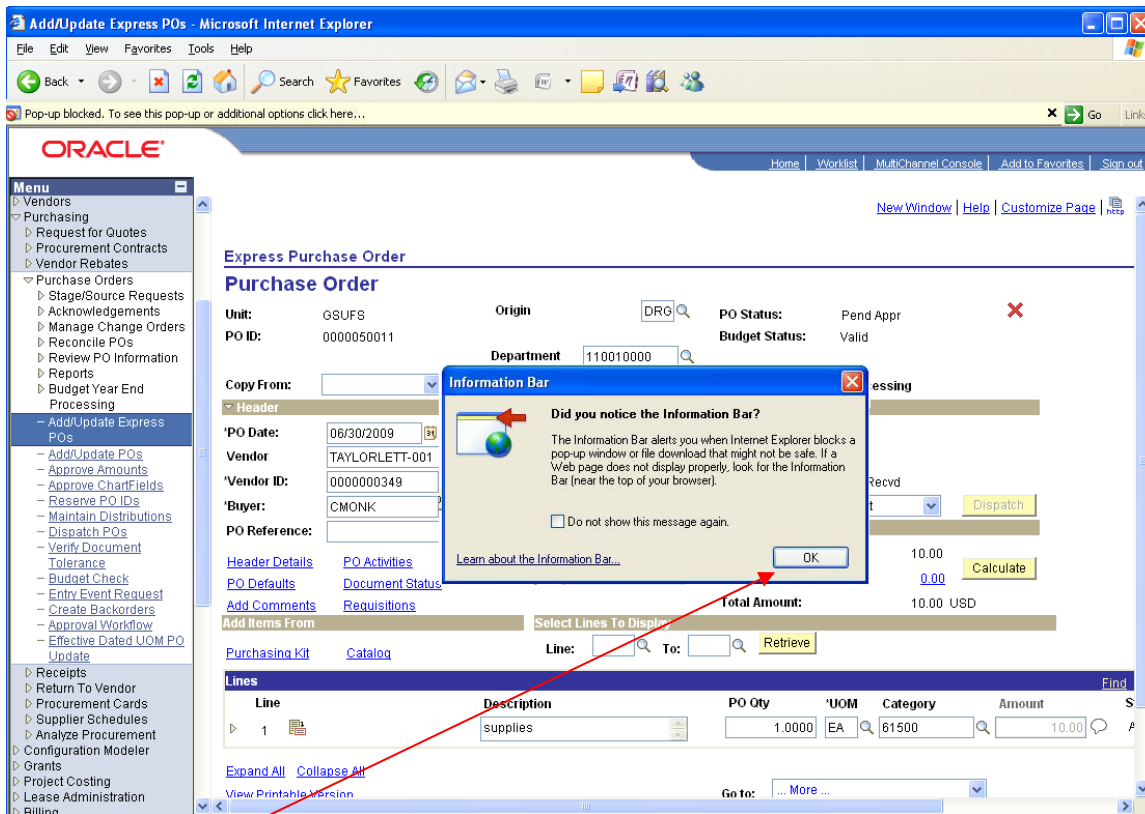
Disabling Pop-up Blockers

If an anticipated page does not appear in Spectrum+, you may have a Pop-Up Blocker feature turned on. This can occur when you try to print a purchase order or a regular voucher. The Pop-up Blocker will prevent the form or report from appearing on your screen.

Listed below are common Pop-up Blockers and directions on how to disable them within the Spectrum+ System and to make viewing of these reports and forms possible.

Disabling the Blocker for the Current Pop-up

Step 1: You will receive the message below, “Did you notice the Information Bar?”



Click the **OK** button on the message.

Step 2: A message appears directly below the toolbar, “Pop-up blocked.”....



Step 3: Place your cursor on the message bar and right click. A list of values appears.

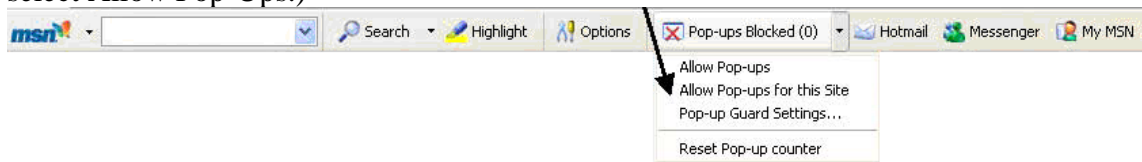
Spectrum Plus 8.9 Disabling Pop-Up Blockers

Step 4: Select “**Temporarily Allow Pop-ups.**” All pop-ups will be allowed while you are logged into the PeopleSoft session. Once you logout, the Pop-up Blocker will be restored for future sessions.

Disabling the Blocker for the PeopleSoft Site

The steps listed below will disable the pop-up blockers permanently.

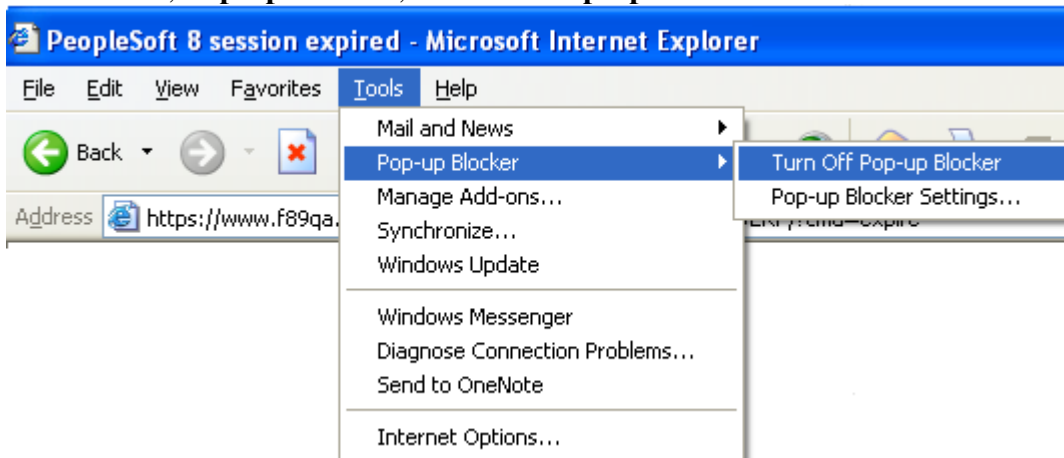
Step 1: On MSN Toolbar, click on the down arrow to the right of Pop-ups Blocked. Click on **Allow Pop-ups for this site.** This will continue to block pop-ups for all other sites except this one. Forms or Reports will now appear on the screen and can be printed. (**Note:** When you are finished using PeopleSoft, you can go back and turn the pop-up blocker on by select Allow Pop-Ups.)



Blocking Pop-ups on Other Browsers

Internet Explorer

Select **Tools, Pop-up Blocker, Turn Off Pop-up Blocker**



Mozilla

Select **Tools, Options**

Click on **Web Features** located on the left side of window

Remove the checkmark from beside the **Block Popup Windows**

Netscape

Select **Edit, Preferences**

Click on the arrow beside the **Privacy & Security** located on the left side of window

Remove the checkmark from beside the **Block unrequested popup windows**

Click **OK**

Spectrum Plus 8.9
Disabling Pop-Up Blockers



Safari

Go to the Safari menu

In the window that displays, click on **Security**

Remove the checkmark from **Block pop-up windows**