1. Open Internet Explorer.

2. Click the **Settings** icon, which is the icon of a gear/wheel located in the upper right corner of the browser window.



3. Select Internet Options from the menu that appears.

4. On the Internet Options window that appears, click the Security tab.

5. On the *Security* tab, click the **Internet** icon so that it is highlighted. Make sure the security level is set no higher than **Medium-High.**



6. On the Internet Options window, click the Privacy tab.

7. On the *Security* tab, click the **Advanced** button.

Internet Options					?	×
General Security	Privacy	Content	Programs	Advanced		
Settings ———			Sites	A	d <u>v</u> anced)

8. On the Advanced Privacy Settings window, make sure the Cookies options are set to Accept.

Advanced Privacy Settings					
You can choose h	ow cookies are handled.				
Cookies					
First-party Cookies	Third-party Cookies				
<u>Accept</u>	Accept				
O <u>B</u> lock	OBlock				
O Prompt	O P <u>r</u> ompt				
Always allow session cookies					
	OK Cancel				

9. Click the **OK** button on the *Advanced Privacy Settings* window and the **OK** button on the *Internet Options* window.