



NORTHERN ILLINOIS UNIVERSITY

Division of Information Technology

Popup Blocker Settings for OnBase Web Client

Description

The following instructions explain browser popup blocker settings for the OnBase 18 Web client. OnBase relies on the use of popups, so popup must be enabled. Popups can be enabled just for the OnBase web pages.

Recommended Browsers

The NIU OnBase Team recommends using Chrome or Firefox browsers. Internet Explorer 11 is also supported, but Microsoft is retiring this browser in the near future. Some versions of Safari are supported, though some issues with attachments and formatting have been reported with the most recent version. Microsoft Edge is not recommended with OnBase.

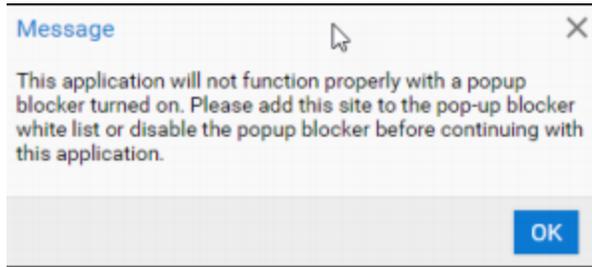
Browser Settings to Enable Popups

If you open this document in MS Word, you may go directly to your browser or to assistance by clicking on the appropriate link below. Otherwise, scroll down to the desired section.

1. [Chrome](#)
2. [Firefox](#)
3. [Internet Explorer 11](#)
4. [Safari](#)
5. [Assistance](#)

Chrome Settings

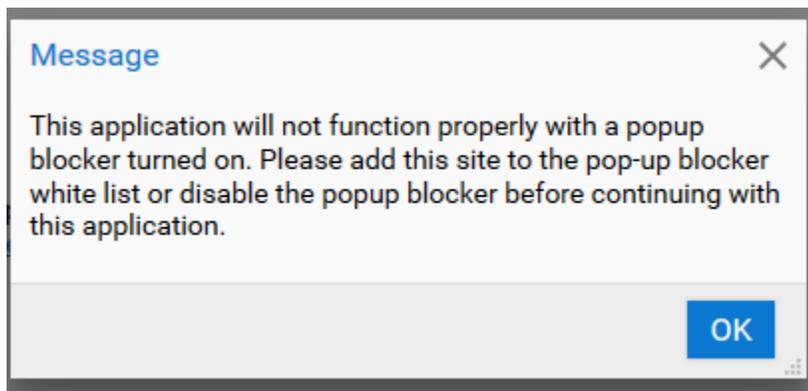
1. Using Chrome, go to the OnBase login page at <https://onbase.niu.edu>
2. If you see the following message about Pop Up Blocker, click 'OK'. Clicking "OK" does not enable popups.



3. In the upper right-hand corner of the browser window, at the end of the address bar, you should see a little box with a red x. Click on it, select “Always allow pop-ups and redirects from <https://onbase.niu.edu>”, then select Done.
4. Popups are now enabled for onbase.niu.edu. This only needs to be done once, future logins will have popups enabled.

Firefox Settings

1. Using Firefox, go to the OnBase login page at <https://onbase.niu.edu>
2. If you see the following message about Pop Up Blocker, click ‘OK’. Clicking “OK” does not enable popups. You should also see a yellow banner



3. You should also see a yellow banner at the top of the window, with an Options box on the right-hand side:



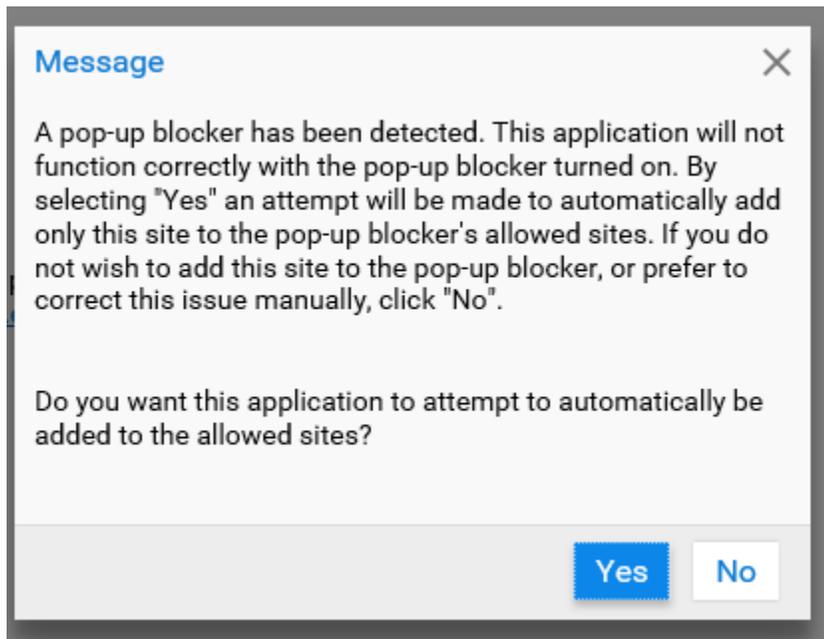
4. Click on Options, then select the first option “Allow popups for onbase.niu.edu”.



5. Popups are now enabled for onbase.niu.edu. This only needs to be done once, future logins will have popups enabled.

Internet Explorer 11 Settings

1. Using Internet Explorer 11, go to the OnBase login page at <https://onbase.niu.edu>
2. If you see the following message about Pop Up Blocker, click "Yes":



3. Popups are now enabled for onbase.niu.edu. This only needs to be done once, future logins will have popups enabled.

Safari

Safari is supported only through version 12.1. The latest versions of Safari are currently not supported in OnBase v18. Safari 13 and above are expected to be supported in the upcoming version of OnBase, currently targeted for Spring 2021.



Assistance

Contact your local IT support or open a help request with the NIU Service Desk at <https://doit.niu.edu/doit/help/index.shtml> for assistance.