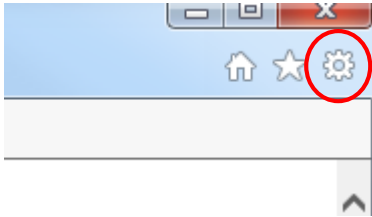
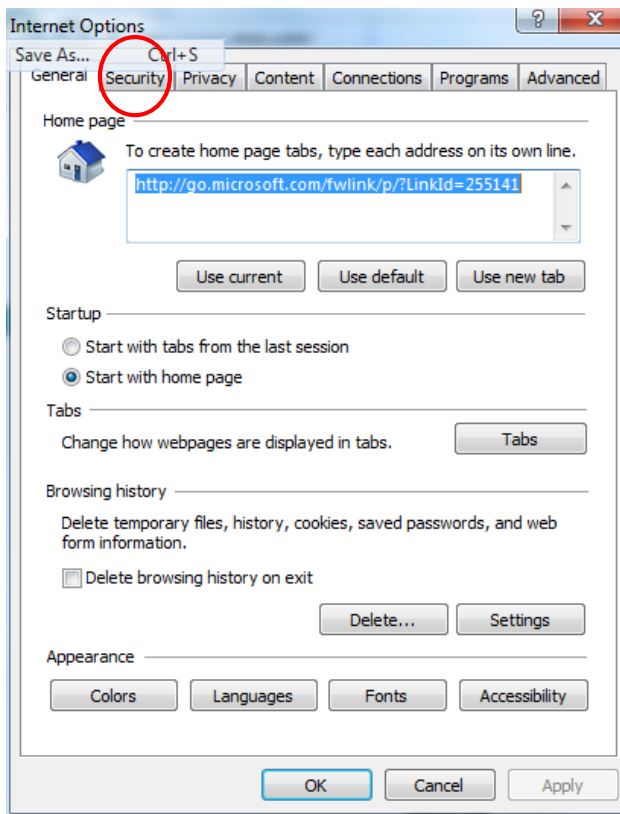


Tired of having to keep signing in to SharePoint in Internet Explorer? Try this.

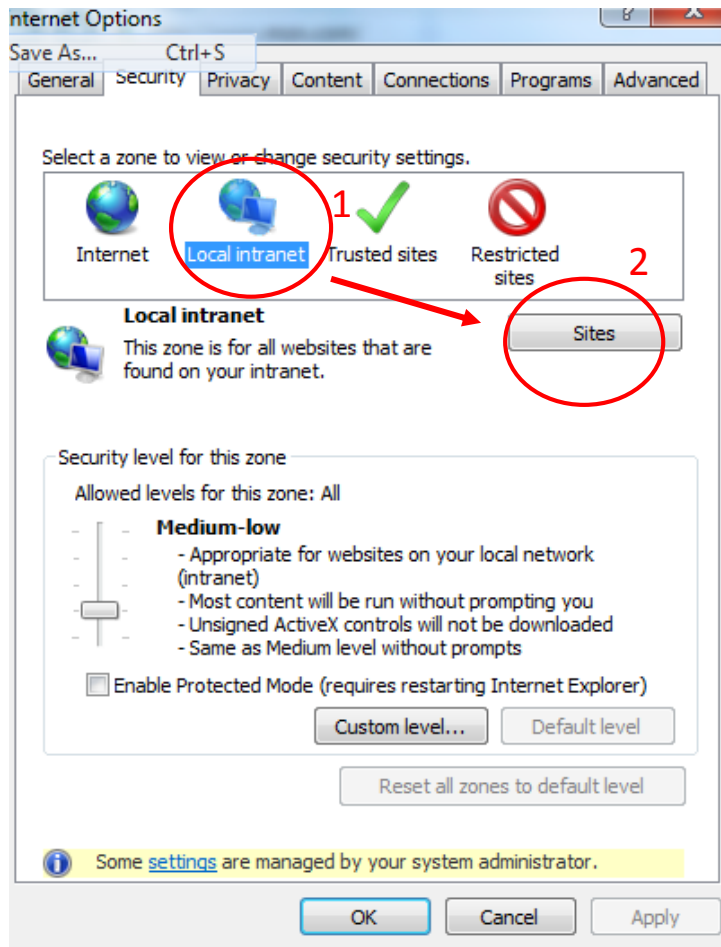
1. Open Internet Explorer, and select the gear in the top right corner of the screen.



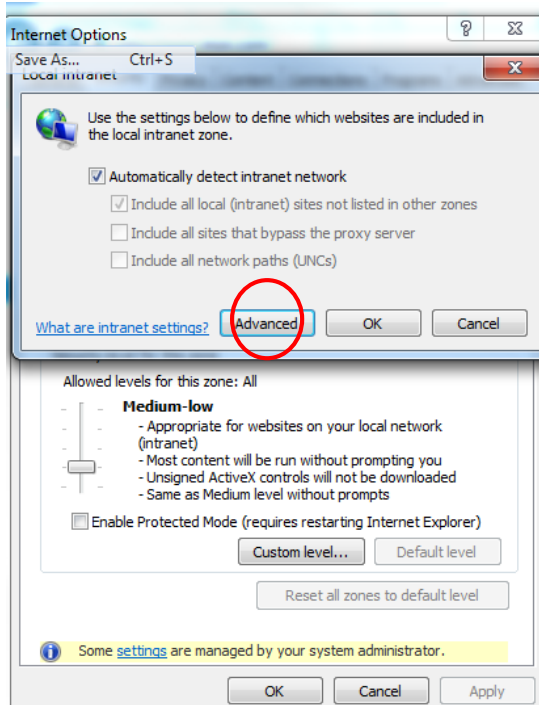
2. In the drop-down menu, select "Internet Options." A pop-up box will appear. In this box, select the "Security" tab located along the top of the box



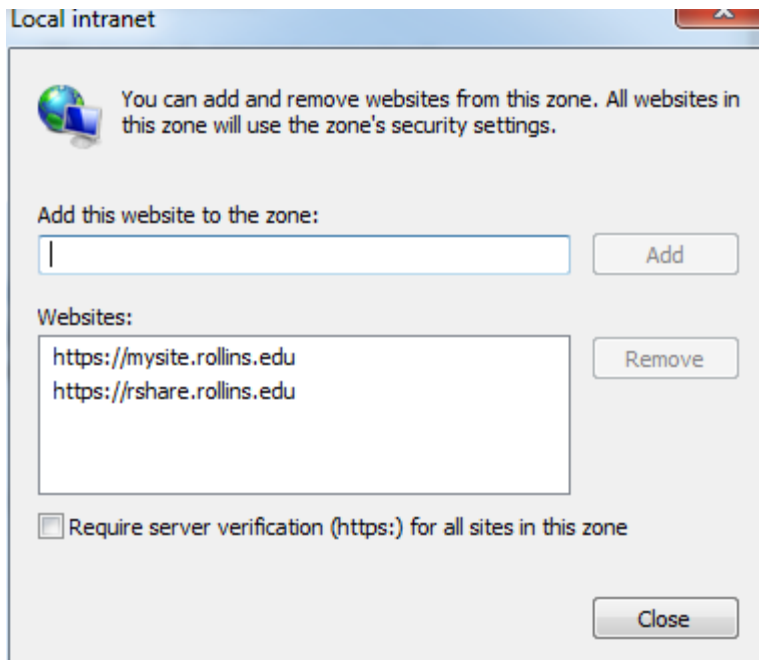
3. While in the “Security” tab, click the “Local Intranet” Icon (1), then click on the “Sites” button (2). This will open up an additional pop-up box



4. In the Local Intranet box, select the “Advanced” button. This will open an additional, and final box called “Allowed Sites”.



5. In the Allowed Sites box, enter in the SharePoint addresses (shown in illustration.) By entering these sites, you will be able to access SharePoint without being required to log-in multiple times.



If you have any questions regarding this activity, or for any SharePoint questions, please feel free to contact BPatient@rollins.edu