

## MLMS PY2023 Browser Pop-Up Guidance for

### **Successful Completions**

To make sure your courses go to "Complete" status, let's get your browser's **Pop-up** settings configured for MLMS. Your browser needs to allow all pop-ups for the courses to work properly. Pop-up configuration settings—for each main browser type—are provided below.

#### Users should be sure that their browsers are configured as follows:

- 1. Pop-up's are "Always Allowed" OR
- All browsers allow users to add websites to a pop-up exception list. If your browser already allows all pop-up's, but you're still having issues with your course completions, then please add the following URL to your browser's popup exception list: <u>https://portal.cms.gov</u> [Browser-specific instructions for these steps are provided below.]

# Instructions for Google Chrome

- 1. Click the Customize and control Google Chrome icon and navigate to **Settings**
- 2. Click Settings
- 3. In the menu on the left side of screen, Select **Privacy and security**, click the **Site settings** button
- 4. Scroll down to Pop-ups and redirects, next to Allow section, select Add
- 5. Enter \*.csod.com to the site field and select Add Button

# **C** Instructions for Microsoft Edge

- 1. Click the **Tools** Icon in the upper right-hand corner of the browser
- ...
- 2. Scroll down until you see Settings and Select **Settings**
- 3. Find **Cookies and Site Permissions** in the menu on the left side of screen and select
- 4. Scroll down and click **Pop-ups and redirects**. Click the Block toggle switch to off.
- 5. You can also add csod.com to the "Allow" list.





- 1. Click the **Open Menu** icon **=**, which is found at the top right corner of screen
- 2. Scroll down and Click **Settings**
- 3. Click Privacy & Security in the Left Menu
- 4. Scroll down and Un-Check Block pop-up windows
- 5. You can also add \*.csod.com to the "Allow" list

**Note**: If your courses do not move to complete immediately, with the "Block pop-up windows" Un-checked, then *adding an exception* to the Pop-up Blocker list has worked for some users. To add an exception, follow these steps for Firefox:

- 1. Check the **Block pop-up windows**
- 2. Click the **Exceptions...** Button to the right of the Block pop-up windows checkbox
- 3. Enter \*.csod.com to the site field and select Add Button
- 4. Click the **Allow** button under the text box
- 5. Click Save Changes