




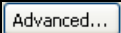

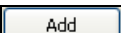
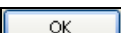


## MS Internet Explorer Set-up for Exporting to Excel

1.	Click the <b>Tools</b> menu. 
2.	Click the <b>Internet Options...</b> menu. 
3.	Click the <b>Security</b> tab. 
4.	Click the <b>Local Intranet icon</b> . 
5.	Click the <b>Sites...</b> button. 
6.	Click the <b>Advanced...</b> button. 
7.	Type <b>smu.edu</b> in the " <b>Add this Web site to the zone:</b> " field. 
8.	Click the <b>Add</b> button. 
9.	Click the <b>OK</b> button. 
10.	You have now ensured that when you export data from SMU Financials to MS Excel and open new windows, that your browser will recognize the site. <b>End of Procedure.</b>