ApplicationXtender Web Client - Installation

Summary

This is a legacy document management software package. No new departments should be added. For authorized departments, find the installation instructions for ApplicationXtender Web Client below:

Functional Support issues can be directed to SIS Support:

- [http://www.yale.edu/sfas/support/](http://www.yale.edu/sfas/support/)
- sfas.system.services@yale.edu

Technical Support should first be performed through the tiered structure. If tier 2 is unable to find a solution, technical escalations can go to:

- [http://www.yale.edu/sfas/support/](http://www.yale.edu/sfas/support/)
- sfas.system.services@yale.edu

Step-by-step guide

If the user intends to import documents using a locally attached scanner, ensure that the full suite of scanning utilities for the model is installed on the user’s computer. Software Required: Windows operating system and Internet Explorer browser.

*These instructions can be used on and after 10/05/2016.

1. Exit Internet Explorer.
2. Verify that .NET Framework 4.0 or higher is installed. You can do so from Control Panel > All Control Panel Items > Programs and Features or Add/Remove Windows Features.
   Windows 8, 8.1, and 10 comes with .NET Framework 4.x
3. Copy file "ApplicationXtender Web Access Client Components 7.0.msi" from \polaris\Software\ApplicationXtender_Banner\AX70_collab\AppX 7.X install to the user’s computer.
4. On the user’s computer, double-click "ApplicationXtender Web Access Client Components 7.0.msi"
5. Click Next >
6. Accept the EULA, then click Next>

7. Enter user information:
   User Name: SFAS
   Organization: Yale University
   Click Next

9. Installation Type: Complete. Click Next.
10. Click Install

11. Click Finish

12. Launch Internet Explorer
13. Open Internet Options, click the Security tab, click Trusted Sites (green check mark), then click Sites button.

15. Back in the Internet Options window, click the Privacy tab, then, in the Pop-up Blocker section, click the Settings button.
16. Add https://appxwx.its.yale.edu to the list. Click Close. Then click OK in the Internet Options window.

![Pop-up Blocker Settings]

17. In the main Internet Explorer window, go to https://appxwx.its.yale.edu/appxtender
At this point, you might see this pop-up window, click Yes. The AppXtender logon window will remain open.

![Windows Internet Explorer]

The webpage you are viewing is trying to close the tab.
Do you want to close this tab?
18. For usage help, click the link on the log on page “Logging into ApplicationXtender Web Access”

ITS provided a web client walk-through:

WebX_guide.pptx
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