

VASS Browser Settings

Microsoft Edge (Internet Explorer Mode)

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Introduction

Microsoft Edge in Internet Explorer mode can be used to operate VASS. This is required for users running Windows 10 21H1 or Windows 11 and above operating systems.

In order to access VASS some changes must be made to the default browser settings. These settings are detailed in this document. Most of the Internet Options settings may be left as the default value; so those won't be listed, however, the settings detailed in this document must be set as indicated.

The MeadCo License, Agreement and software must also be downloaded for VASS to function correctly. This is normally triggered at the time of the first login.

If the PC is **not connected to a network** (e.g. is a home PC) a person with normal administrative access to the PC can make the browser changes but if the PC is connected to a network (LAN), only the school technician with **full IT Network Administrator level access** (*network not only PC*) can make the changes and allow the download of the MeadCo License Agreement and software.

Schools requiring browser booklets for earlier versions of Windows and Internet Explorer can obtain them from the VCAA website

<https://www.vcaa.vic.edu.au/administration/schooladministration/vass/Pages/Index.aspx>

Some toolbars like Yahoo! and Google can interfere with the operation of VASS and therefore advise that they not be installed on any computer that will be used to access VASS.

Contacts

VASS Operations

tel: +61 1800 623 681

email: vass.support@education.vic.gov.au

VASS web address

<https://www.vass.vic.edu.au>

Required Browser Settings

Changing the Browser Settings

Navigate to **Internet Options** via the Start Menu search or via the classic Control Panel.

The General Tab

Browsing history

1. **[Delete]** previously cached internet files (pages) and cookies in the Browsing History' section of the 'General' tab.
2. Check that at least Temporary Internet Files, Cookies and History are selected in this section.
3. Click **Delete**

Your browser will display stored or cached internet pages unless set otherwise. VASS must always display the most up-to-date data so changes are required in the Browsing History section to prevent out-of-date data being displayed.

4. [Settings] Select 'Every time I visit the webpage' and [OK] so future logins to VASS are not to cached (old) pages.

Security Tab

In order for VASS to function correctly some ActiveX controls need to be installed.

1. Click on the '**Trusted Sites**' icon in the '**Select a zone to view or change security settings**'
2. Click the **Sites** button and add the following:
 - https://*.vass.vic.edu.au [Add]
 - https://vceds.vass.vic.edu.au [Add]
 - https://*.vcaa.vic.edu.au [Add] and [Close]
3. With the '**Trusted Sites**' icon still selected, click the **Custom level** button
4. In the '**ActiveX controls and plug-ins**' section **Enable** the following:
 - Download signed ActiveX controls
 - Initialize and script ActiveX controls not marked as safe for scripting
 - Run ActiveX controls and plug-ins
5. In the '**ActiveX controls and plug-ins**' section **Disable** the following:
 - Allow ActiveX Filtering

Privacy Tab

Pop-up Blocker Section

1. Ensure that there is a tick in the 'Turn on Pop-up Blocker' check box which will activate the **[Settings]** button.
2. Set Blocking level to Low: Allow pop-ups from secure sites
3. Enter www.vass.vic.edu.au and www.vceds.vass.vic.edu.au
4. Click the **Add button** and then the **Close** button.

Advanced Tab

Browsing Section

In this section: **Tick** the following:

- Disable script debugging (Other)

Security Section

In this section, **Uncheck** the following:

- Do not save encrypted pages to disk
- Click on the **Apply** and then **OK** button

Stop at this point if you are not connected to a LAN (in a school network).

A user with a normal administrator login can make all the above changes to their PC. e.g. home PC but the next section is for school technicians only.

If you are **not** connected to a LAN, continue again from the **Settings Check** section

Local Area Network (LAN) Settings Section – Instructions for school technicians

Only a technician with **full network administrator rights** should complete this section.

Navigate to **Internet Options** via the Start Menu search or via the classic Control Panel.

Connections Tab

1. Click the **LAN Settings** button. If the **LAN Settings** button is greyed out you are not using a login with full network administrator access.
2. The Network administrator at the school will know which settings to enter in this screen.
3. Exceptions section: enter *.vass.vic.edu.au and **[OK]** and **[OK]** again.

Microsoft Edge Settings

Make these settings changes once all above settings are complete.

If you would like to set VASS as your homepage:

Start, home, and new tabs Tab

Under When Edge starts

1. Click the checkbox next to **Open these pages:**
2. Click **Add new page** button
3. Enter <https://www.vass.vic.edu.au> and click the **Add** button

Default browser Tab

Under Internet Explorer compatibility

1. Select **Incompatible sites only (Recommended)** from the dropdown.
2. Set Allow sites to be reloaded in Internet Explorer mode to **Allow***

*Note you will need to restart you browser after making this change.

Appearance Tab

Under Select which buttons to show on the toolbar enable the **Internet Explorer mode button**.

Reload Tab in IE mode

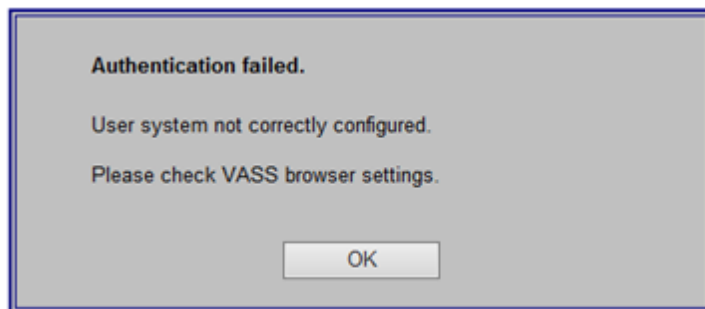
With the above settings entered, close and re-open the browser. Navigate to the VASS URL in Microsoft Edge (<https://www.vass.vic.edu.au>).

1. Click settings and select **Reload in Internet Explorer mode**
2. Enable the **Open this page in Internet Explorer next time** option
3. Click the **Done** button

Settings check

After you have completed your Browser Setup, the next step is to access the VASS home page to ensure that everything is working correctly.

1. Navigate to the VASS URL in Microsoft Edge (<https://www.vass.vic.edu.au/login/CoverPage.cfm>).
2. Enter the Username and Password and click the **Login button**
3. In the next login screen, enter your Passcode (authentication grid) and click the **Accept button**
4. If the browser setting were not set correctly, an error message will appear. One or more of the settings have been missed or the changes were not made with the full network administration access.



MeadCo Publishing Software & License

Without the MeadCo software, VASS will not operate correctly. The first time a VASS user logs into VASS from a computer which has not been used to access VASS previously, the MeadCo Publishing software must be downloaded and the Licence agreement must be accepted.

If the PC is connected to a LAN, login to the PC with full network administrator access and also run Microsoft Edge as an administrator to allow the download of the license and software.

The first pop-up may contain some or all the words:

- User Account Control
- Windows needs your permission to continue,
- If you started this action, continue,
- Microsoft Windows [Continue] Click on the [Continue] button.

The next pop-up: 'MeadCo Software or the Publishing License' asks if you want to allow Advanced Printing. Click on the **Install button** and/or **Yes, allow button**

If the download is not successful, an error message may appear, if no error message appears but the MeadCo did not download, VASS will not function correctly.

The MeadCo Software and Licence can only be downloaded if the person logged into the computer is running Internet Explorer as an administrator and has sufficient network privileges (**a full IT Network and PC Administrator level account**) and also runs Microsoft Edge as an Administrator.

VASS Browser Settings

Log out and restart the PC.

Login again with the **full network administrator access** and try again.

Each time a user logs into VASS the software searches for the MeadCo Software and Licence. If it is not present and the person logged into the computer has full network administrator access then the MeadCo software and Licence will be automatically be installed. It is stored in **C:\Windows\Downloaded Program Files**.

The current version of the MeadCo as of November 2021 is 7.6.0.10 but the VCAA updates this once or twice a year depending on need so the version number may change. For more information, please phone VASS Operations.

VASS Operations

tel: +61 1800 623 681

email: vass.support@education.vic.gov.au