General Advice
The following applies for accessing R12 with Microsoft Internet Explorer and 32bit JRE installed.

Core Settings
Oracle advise that medium security settings should be used with IE11:
- Select Tools > Internet Options
- Click on the Security tab
- Select Trusted sites
The following URLs should be added to Trusted sites:

https://r12fin.uas.ox.ac.uk
https://r12uat.uas.ox.ac.uk
https://r12supp.uas.ox.ac.uk
https://fin12train.uas.ox.ac.uk

(Four URLs are included as this covers test and practice environments)

Click on Sites, enter the URL and click on ‘Add’
Then add other URLs

![Trusted sites window](image)

**Reports Settings**

Reports users will need to check the settings for Active X controls:

- Select Tools > Internet Options
- Click on the Security tab
- Select Custom Level

Under the heading “ActiveX Controls and plug-ins > Initialize and scrips ActiveX controls not marked as safe for scripting” select “Prompt”

**Oracle Self-Service Products**

For Oracle Self-Service products Oracle recommend that, to ensure the most current data is being viewed, page data is always refreshed. While the page can be refreshed manually they recommend that instead the following option is set:

Tools > Internet Options > General tab > Browsing History > Settings (button) and select Every time I visit the webpage

**Web ADI Users**

For any users who upload journals via ADI a further setting is recommended

- Select Tools > Internet Options > Security (Tab) from the browser menu
- Select Trusted Sites > Custom Level (button)
- Set the option Initialize and script Active X controls not marked as safe for scripting to Prompt