

Williams Overman Pierce, LLP Client Portal Setup Instructions

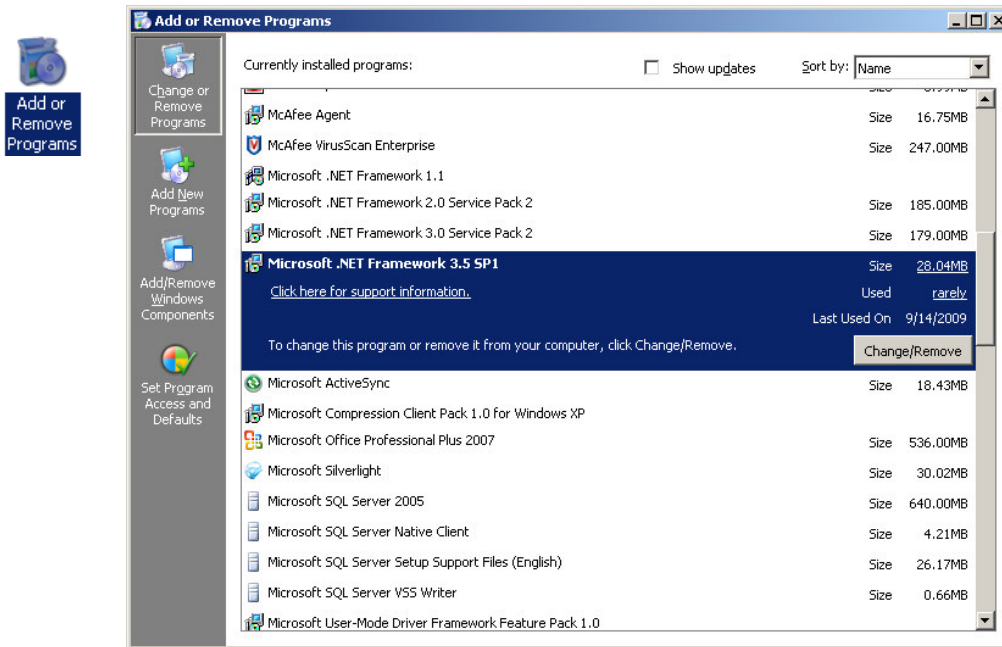
Here are the directions needed to setup Client PORTAL on your computer.

Note: You will need the proper access controls on your machine in order to make these adjustments on your computer. If you are on a network, please see your Network Administrator. Internet Explorer 7.0 or newer is required.

**** Prerequisite: You need to make sure you have administrative rights on the computer you are setting up. Once it is set up, you no longer need these rights.**

Note to MICROSOFT VISTA USERS: you will need to right click your Internet Explorer Icon and select 'run as' and supply the administrator credentials in order for these updates to be applied. You will also need to turn off 'USER ACCESS CONTROL' while these settings are being applied.

**** Prerequisite: You need to make sure you have .NET 2.0 or higher on your computer. You can check this by going into your control panel and selecting add/remove programs. If you don't have it, see below.**



If you need to obtain the .NET installer, you can do so here (copy and paste to your Internet Explorer address bar):

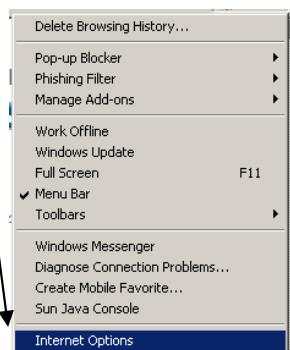
<http://www.microsoft.com/downloads/details.aspx?FamilyId=AB99342F-5D1A-413D-8319-81DA479AB0D7&displaylang=en>
Download, install, and reboot the computer to ensure .NET has installed properly.

Once you have the .NET and ensured administrative rights are in place, please do the following:

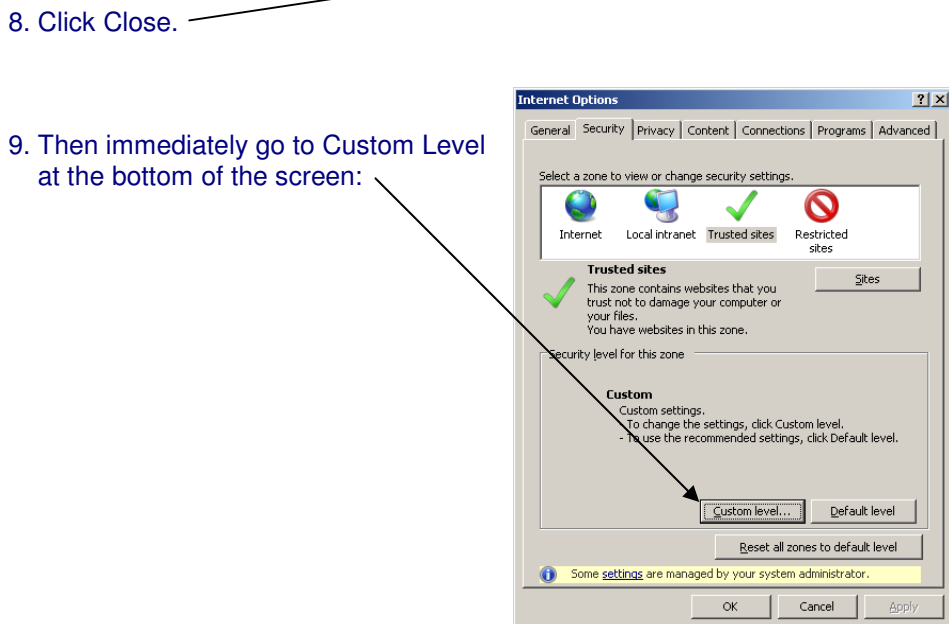
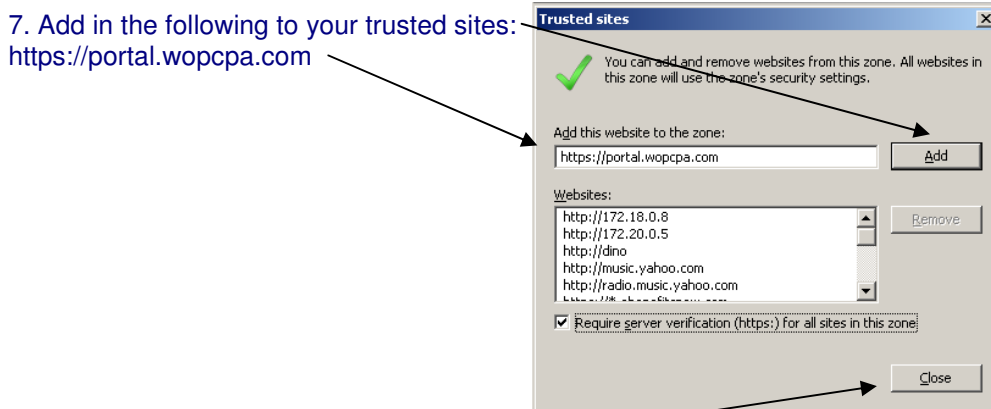
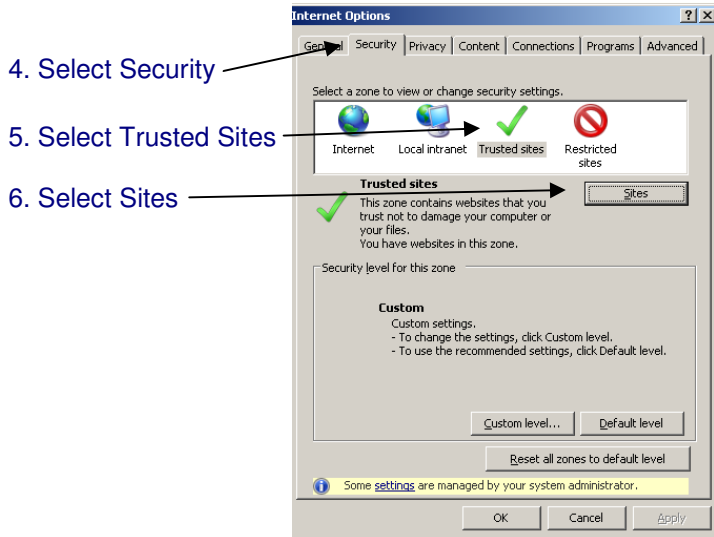
1. Double Click your Internet Explorer icon

2. Select Tools 

3. Select Internet Options at the bottom of the list



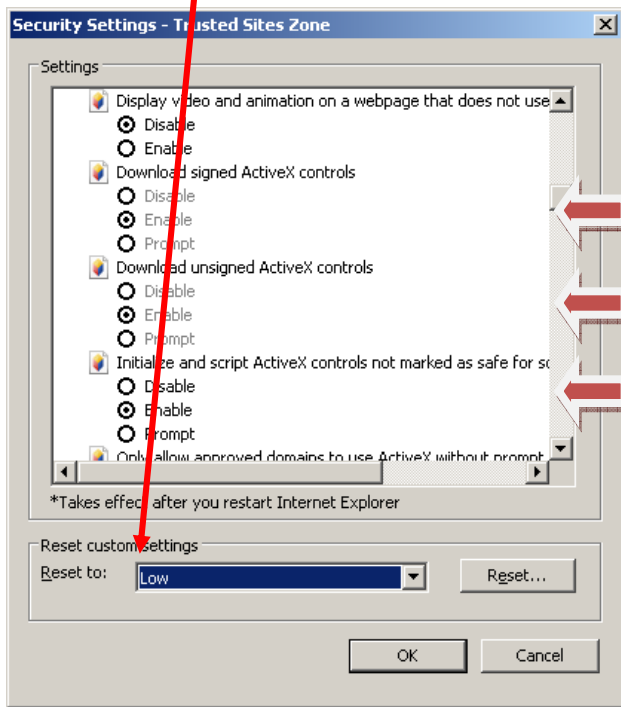
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10. Select 'LOW' at the 'reset custom settings' menu. Select 'reset...' at the right to apply that setting.

11. Make sure the options selected next to each arrow is set to ENABLE in the following:



12. You can now click OK and exit the Security Settings screen.

13. Exit the Internet Options screen by clicking OK.

14. RESTART Internet Explorer for your changes to take effect.

If there are any questions, please contact us here at 919-782-344 or 336-275-1686 and we will be happy to assist you.