

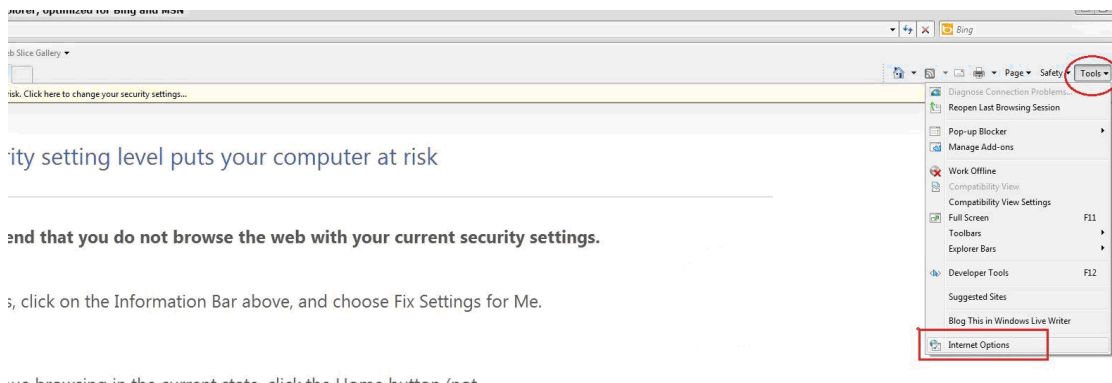
CENTRICITY PACS WEB UPGRADE

Important – Please remember to complete the last step, step 22 whether or not you are able to complete downloading the Active X as your computer may be at a security risk if step 22 is not done.

Please note – you must have administrative rights to your PC and/or laptop in order for you to download the new Active X successfully.

How to download and install new Active X components

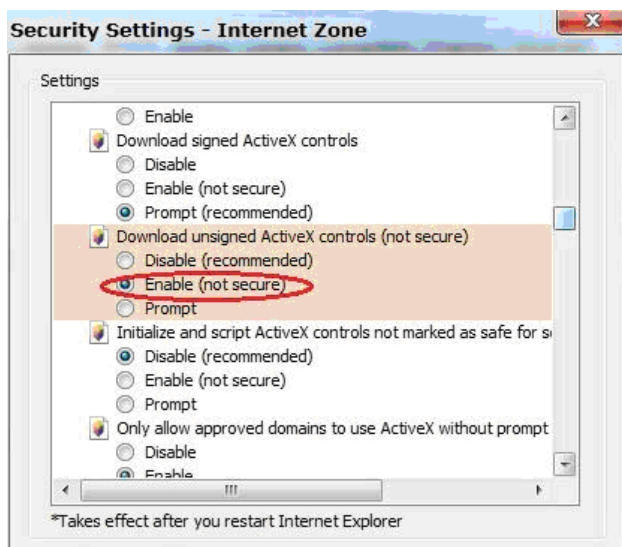
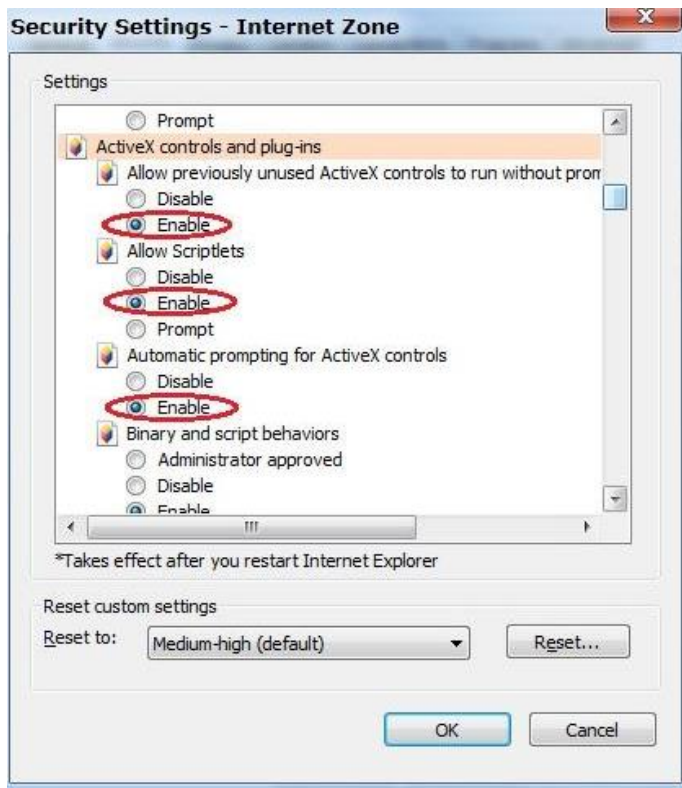
- 1) Log into FHA network via VPN
- 2) Open a new Internet Explorer browser window
- 3) Click on the “**Tools**” button as seen on the screen shot shown below. Please note that this “**Tools**” button is found at a different location depending on which Internet Explorer version you are using. The screen shot below is taken from IE8



- 4) Next, click on “**Internet Options**” as seen above squared off in red
- 5) A new window will open as seen below



- 6) Click on the “**Security**” tab as seen above circled in red
- 7) Click on the “**Custom level**” button as seen above squared off in red
- 8) “**Security Settings**” window will open as seen below
4 settings are needed to be changed in order for you to successfully download and install the active x components.
- 9) Scroll down to the portion that shows the “**ActiveX controls and plug-ins**” settings
- 10) Ensure the following four settings are set to “**Enable**” as seen below circled in red



- 11) Click **OK** when done

12) You will get the following pop up window to confirm that you want to change the settings for this zone. Click “Yes”



13) You should be back to the window as seen below

14) Click “OK”



15) Now, type <http://pacweb/ami/> in the web address bar or if you already have a short cut icon saved on your desktop go ahead and double click on it

16) Click on “Start Centricity Enterprise Web” as seen circled in red

