

Security, Cookies, and PageOut®

PageOut® requires that you set your browser to accept *cookies*. **Cookies** are small files containing text strings that are used to maintain state information as you navigate different pages on a Web site or return to the Web site at a later time. This allows the Web server that uses the cookie to remember the state your browser is in. For example, if you visit Amazon.com and place an order, the Amazon Web server places a cookie on your hard drive that holds information about your user ID, and an ID for each session or visit to the Amazon.com site.

There are actually two different types of cookies: *persistent* and *session* cookies. **Persistent** cookies are placed on your hard drive and remain there until you manually delete them. **Session** cookies reside in your computer's memory, and are only active during that particular session. Once you terminate that session (as in exiting your browser), session cookies are no longer active. PageOut® only uses **session cookies**. These session cookies are purely for authentication/security, and do not contain nor collect any specific or personal information about the user whatsoever. What it represents, in a way only intelligible to the PageOut® server, is the user's PageOut® id, and that the user is either an instructor or a student. The cookie does nothing other than represent a specific person and gives them permission to proceed. Although you do not need to have cookies enabled to use PageOut®, if you do not enable cookies you will have to log in again for every protected area.

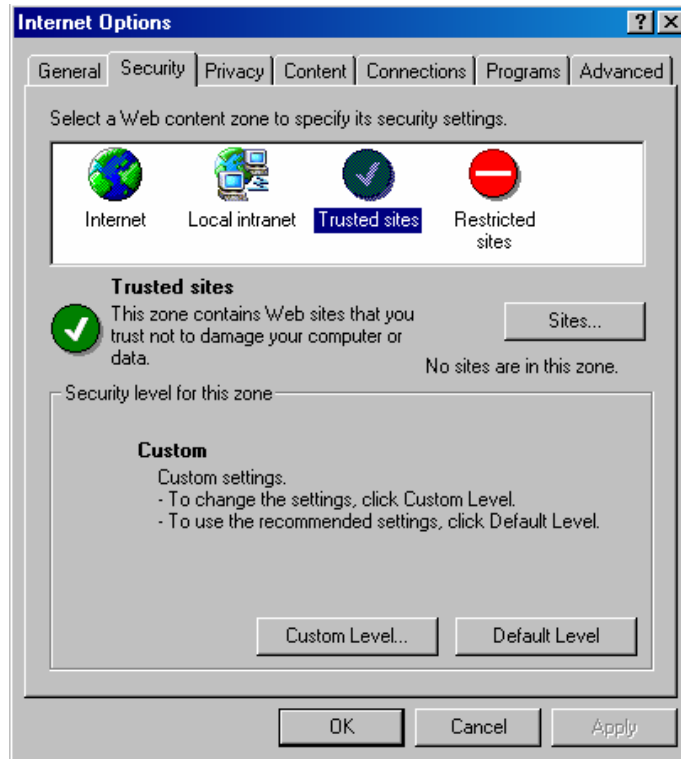
Setting your browser to allow PageOut's session cookies

Using Internet Explorer 5.5 or 6.0

The most secure way to set your browser to accept the session cookies from PageOut® is to add PageOut® as a "Trusted Site." Doing so tells your browser to accept the session cookie from PageOut® without opening your browser to accepting all third-party cookies.

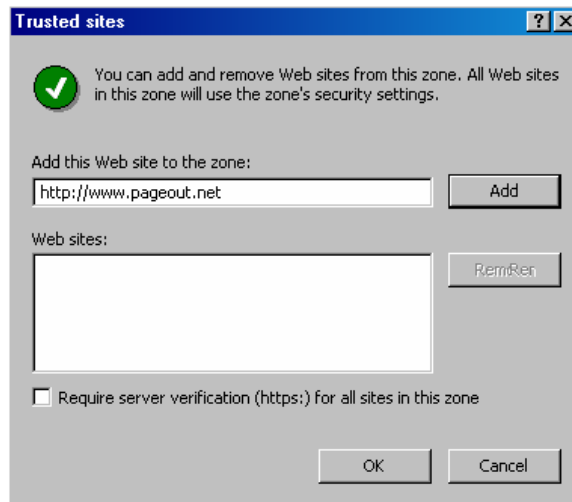
The steps for setting a Trusted Site in Internet Explorer are the same in either Internet Explorer 5.5 or Internet Explorer 6.0.

1. Start Internet Explorer
2. Click the Tools menu
3. Select Internet Options from the Tools menu
4. When the Internet Options dialog box appears, click on the Security tab
5. Click the icon representing Trusted Sites in the white box beneath the heading: "Select a Web content zone to specify its security settings."



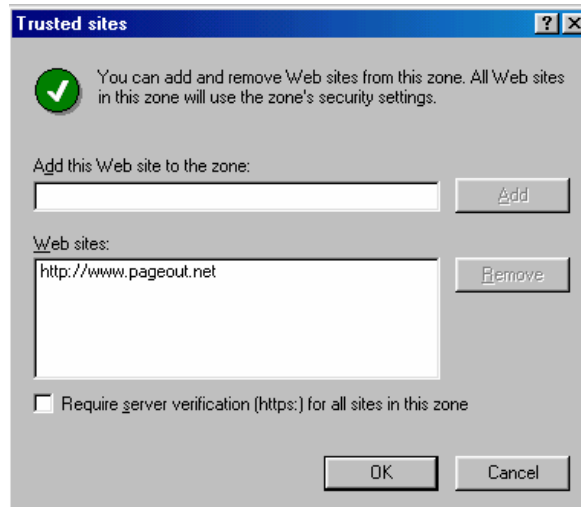
The Internet Options dialog box with Trusted sites selected

6. Click the Sites... button.
7. When the Trusted Sites dialog box appears, type the url for PageOut® in the text box beneath the heading: “Add this Web site to the zone:”



Trusted sites dialog box with PageOut® url entered and server verification disabled

8. If there is a check mark in the box that to the left of the phrase: “Require server verification (https:) for all sites in this zone, click in the check box to remove the check mark (server verification is NOT required for PageOut®).
9. Click the Add button.



Trusted sites dialog box after clicking the Add button

10. Click the OK button on the Trusted Sites dialog box.
11. Click the OK button on the Internet Options dialog box.