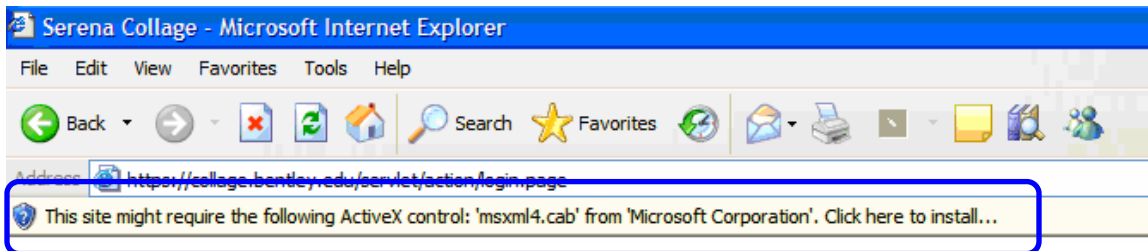


Collage Initial Installation

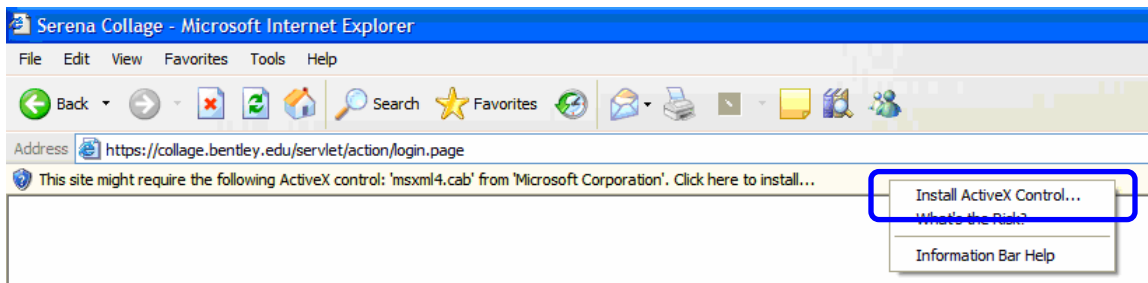
ActiveX

The first time you open Collage on your computer, you may have to install ActiveX. This will enable your computer to fully view Collage in your web browser. Follow the steps outlined below to install this technology.

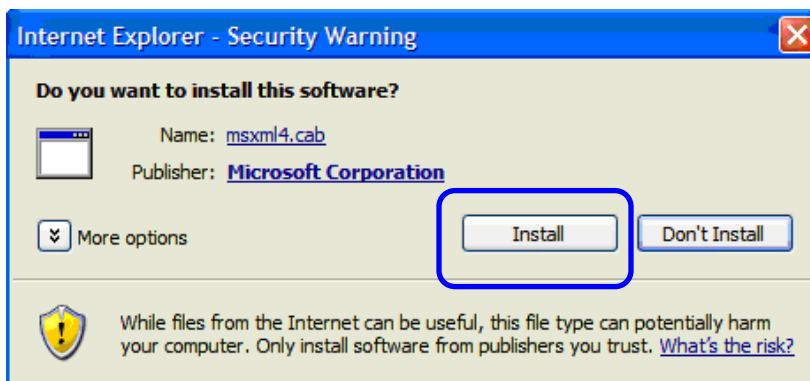
1. Open Internet Explorer and go to <https://collage.bentley.edu>.
2. Note the message at the top of your screen stating “This site might require the following ActiveX control: ‘msxml4.cab’ from ‘Microsoft Corporation’. Click here to install ...” The control may also be ‘Serena Collage’ from ‘Serena Software, Inc.’.



3. Right-click on the message and choose “Install ActiveX Control”.

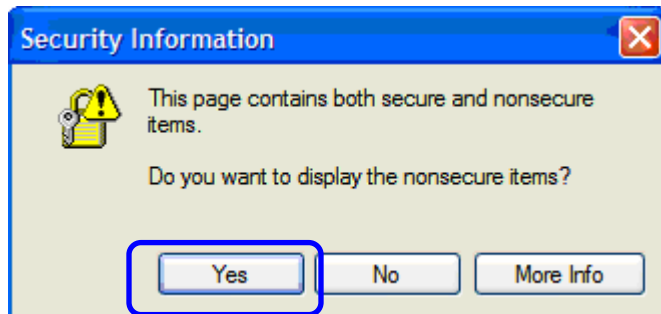


4. Click on the “Install” button in the box that appears.



Security Warnings

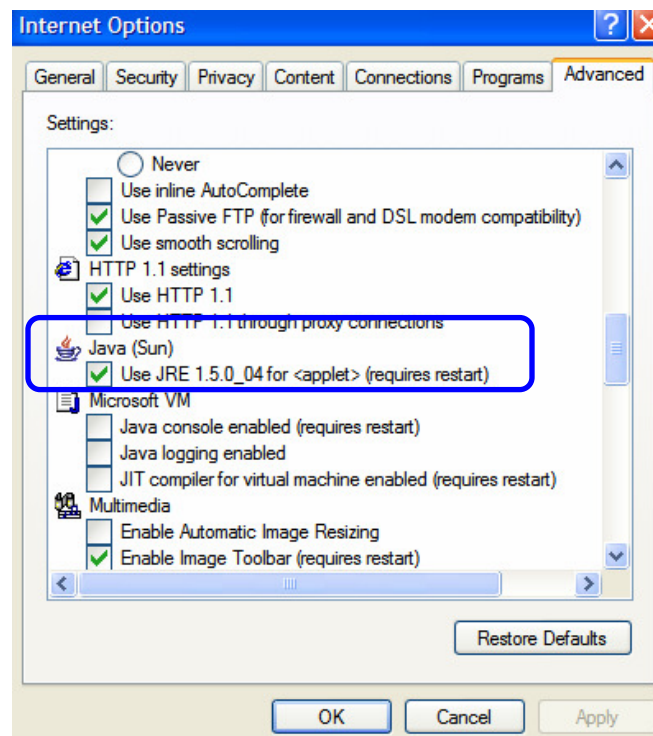
The first time you open Collage, you may encounter security warnings. If you see these warnings, click “Yes” or “Always” to enable Collage to be viewed on your computer.



Java Virtual Machine

You should be using SUN JVM 1.5.0_04 for Collage to function properly. You can check the version of SUN JVM by doing as follows:

1. Open Internet Explorer.
2. Click on Tools, Internet Options.
3. Click the Advanced tab.
4. Scroll down to the SUN (Java) section and note the version installed.



If you do not have JRE 1.5.0_04, you can install it by going to N:\BTS_FAQs\All Divisions\Documentation\Collage\Collage 5.1 Upgrade and double clicking on the jre-1_5_0_04-windows-i586-p.exe file.