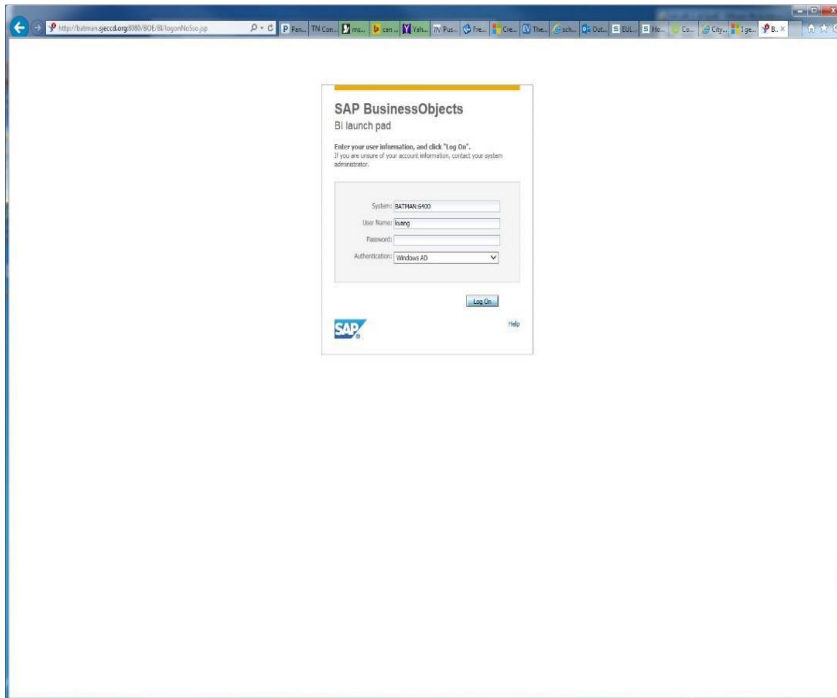


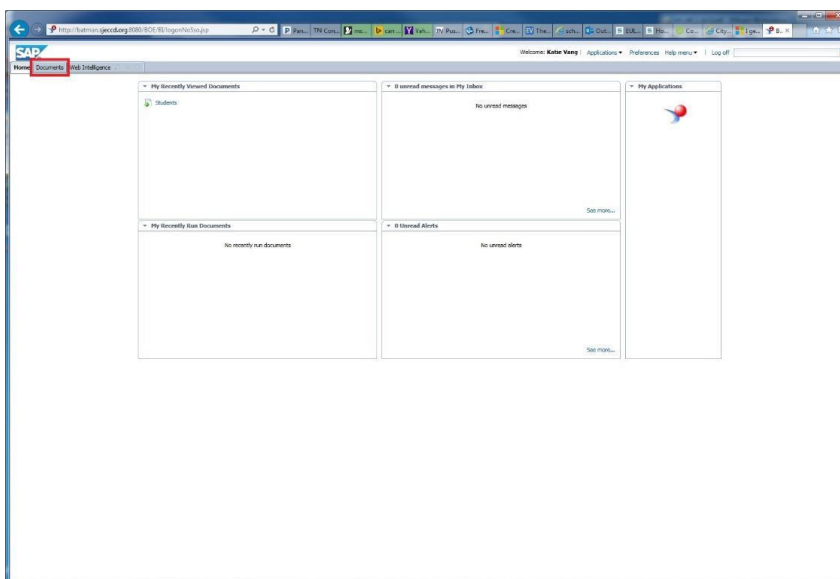
## Confirming access to CROA/BO

1. To logon to CROA/BO, launch IE or Safari and enter in the following url:
  - a. <http://batman.sjeccd.org:8080/BOE/BI/logonNoSso.jsp>
  - b. At the logon screen, use your SJECCD.ORG domain credentials – or the same account id and password you use to logon to our computer in our office.



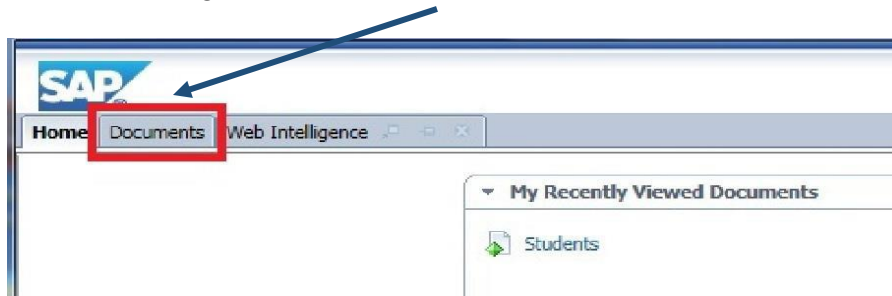
Logon page

2. Upon successful login, you should see the *Home Page*.



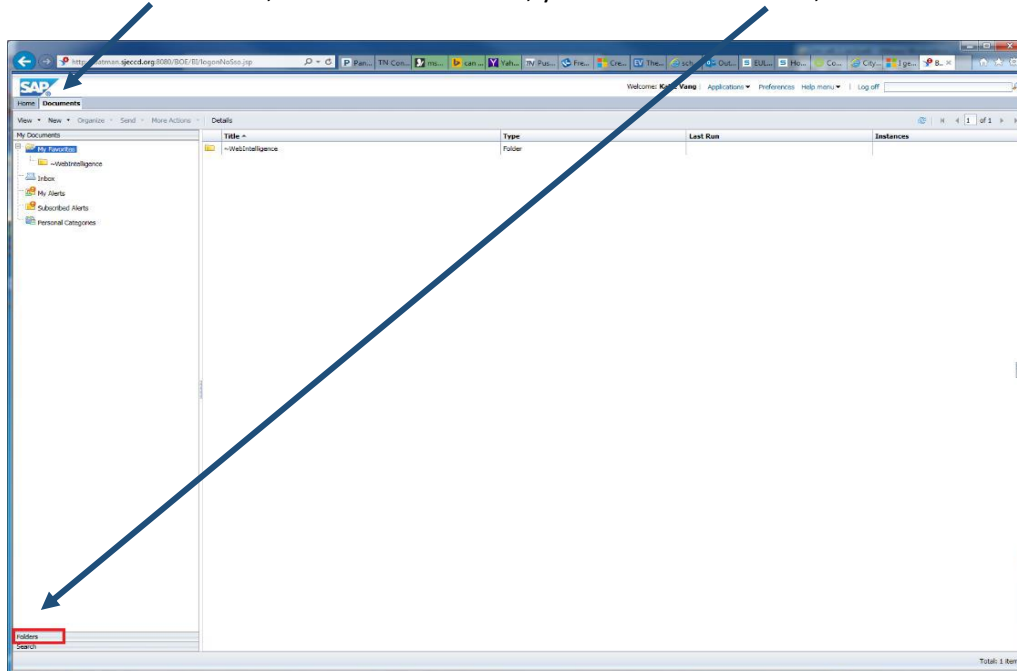
Home Page

3. On the *Home Page*, click on the **Documents** tab.



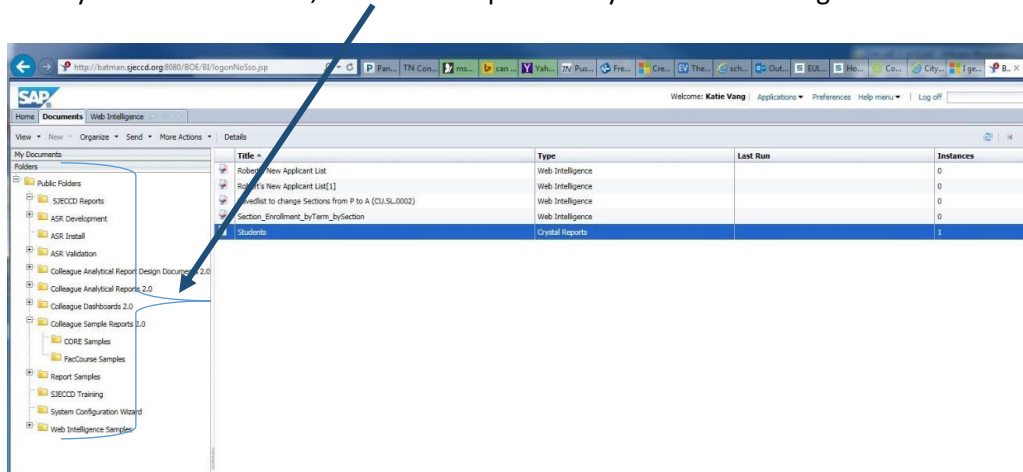
*Documents tab*

4. In the **Documents** tab, on the left hand side, you should see **Folders**, click on it



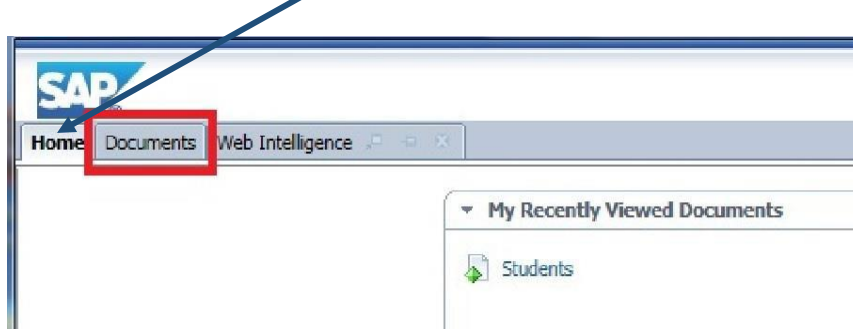
*Folders*

5. Once you click on **Folders**, the list will expand and you see something like the **Folders 2** image below.



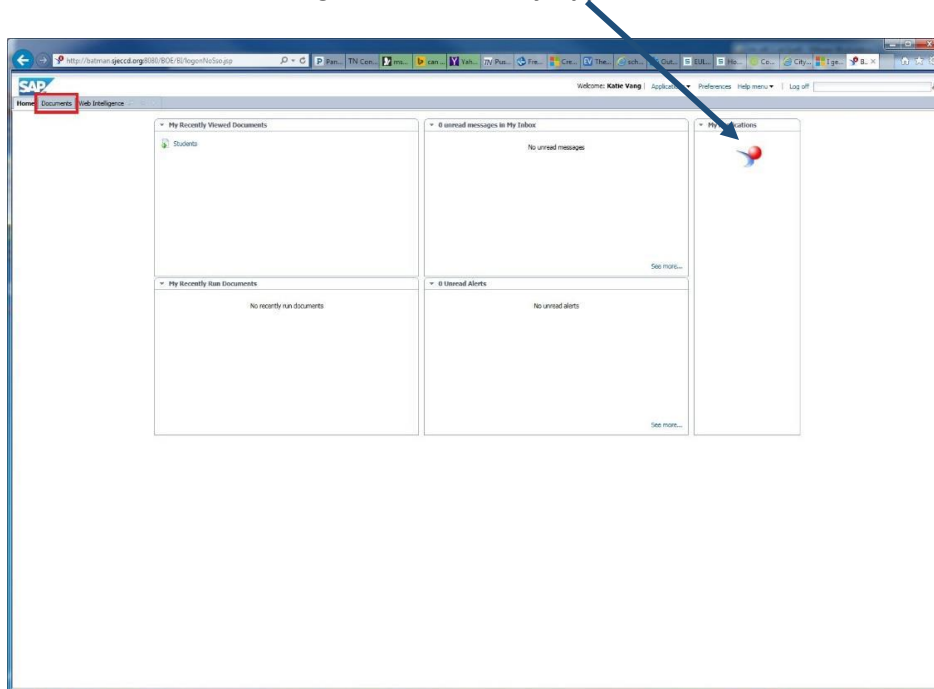
*Folders 2*

6. Next, test access to the **Webi** interface. (This part will test Java functionality.)  
To do so, click on the **Home** tab.



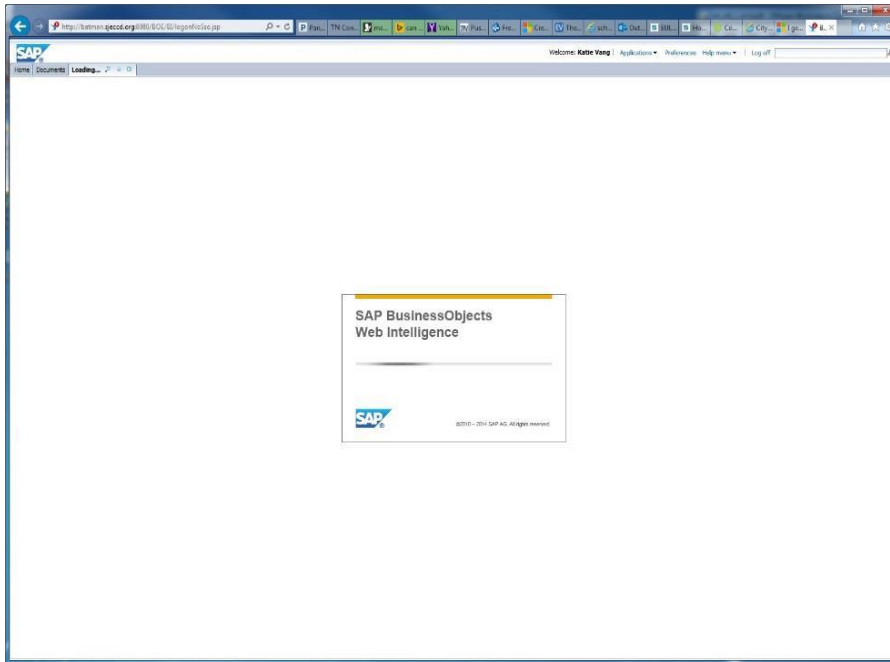
*Home tab*

7. In the **Home** tab, on the right hand side is **My Applications**, double click on it



*Webi 1*

8. As the Webi interface launches, Webi 2 image will appear. It may take a few seconds to complete.



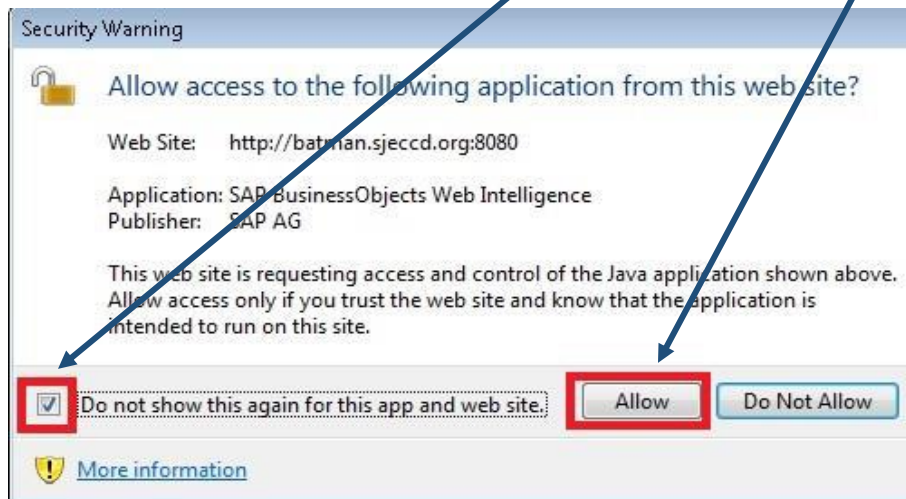
Webi 2

9. When you receive the “Do you want to run this application?” pop up window, click on the **Run** button.



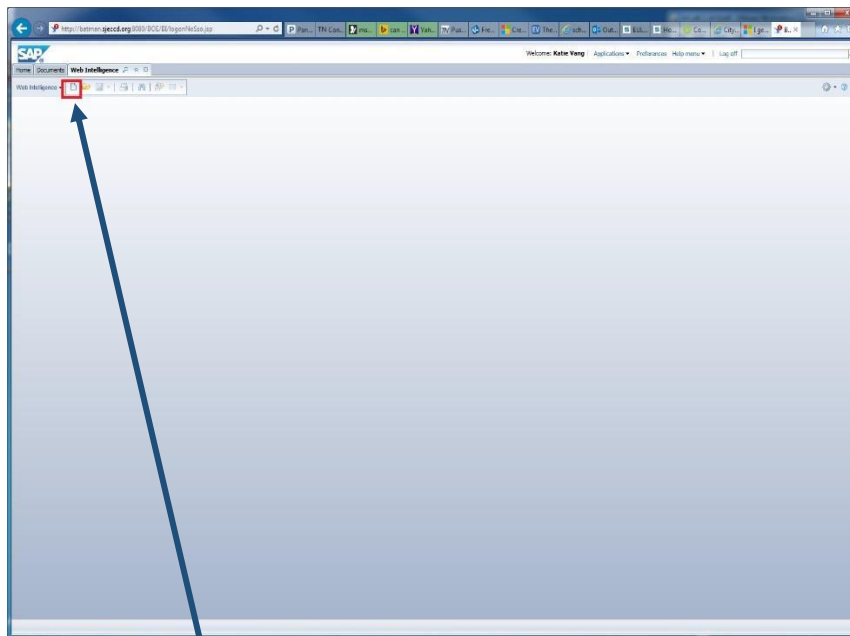
Run

10. If you receive a Security Warning pop, click here and then click on the **Allow** button.



*Security*

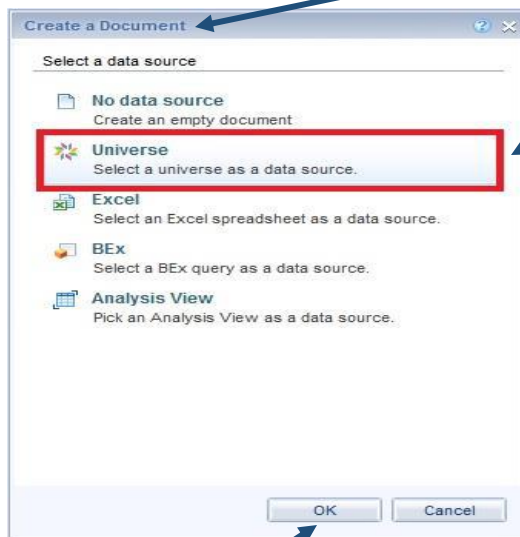
11. Once it finishes, you'll see image *Webi 3*.



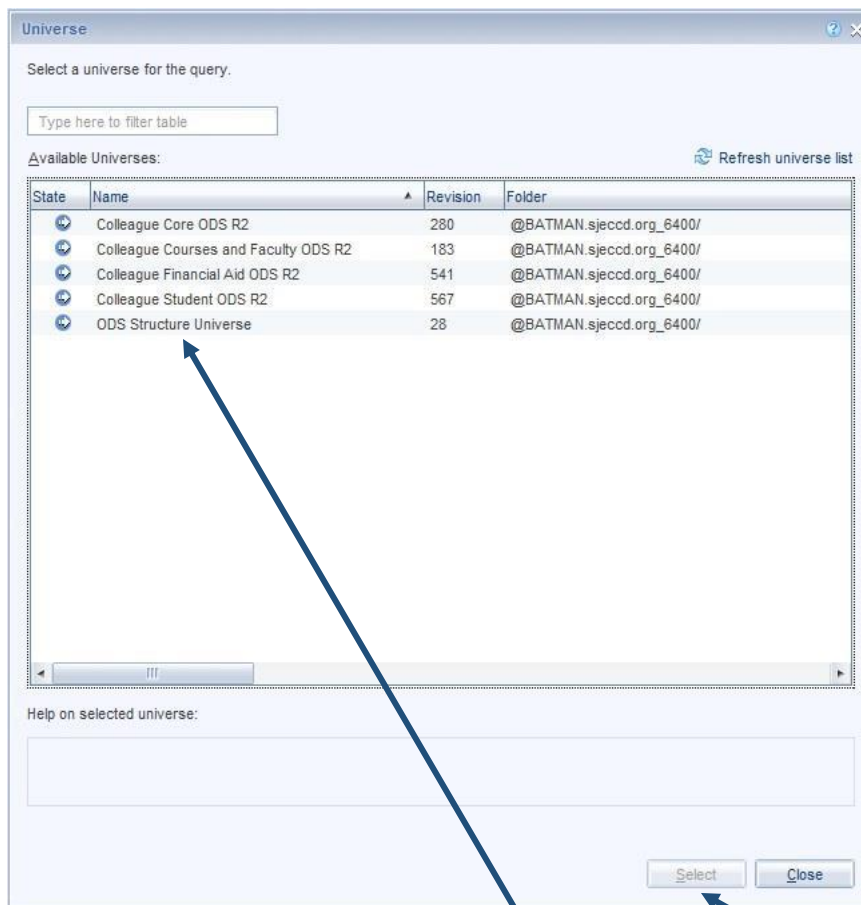
*Webi 3*

12. Next, find the paper icon and click on it.

13. You'll be prompted with the "Create a Document" window, click on Universe.

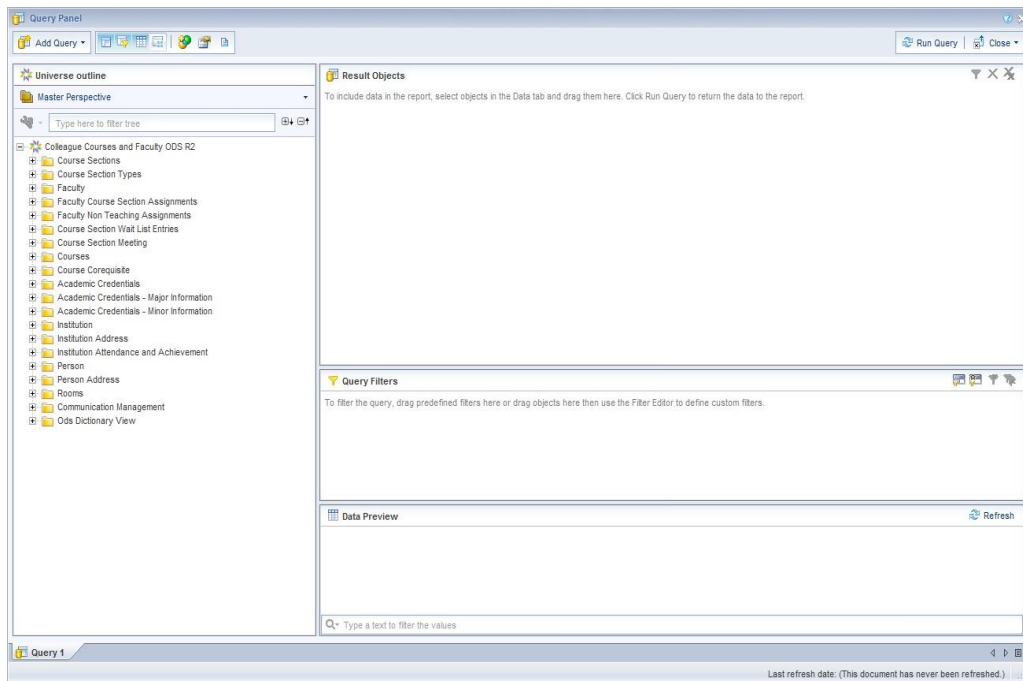


14. Then click on the **OK** button.



Universe

15. The Universe window will appear, select a Universe and click on the **Select** button.

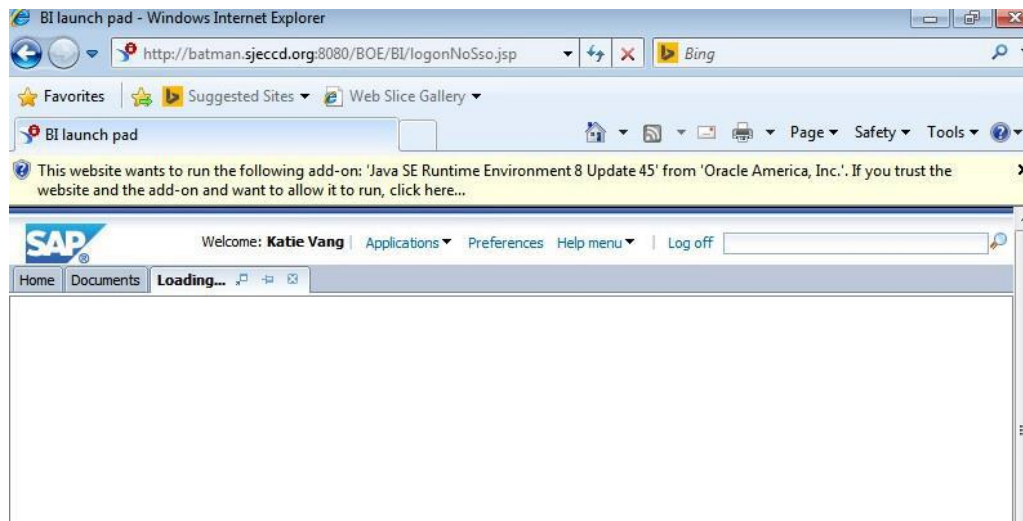


*Universe 2*

16. After selecting a particular Universe to view, you will get a similar image to Universe 2 above.

17. This concludes that the Browser and java client are working together and is successful.

### Error/Popup



This may appear after you've installed/upgraded Java and are testing the Webi interface. To resolve,

- 1) Right-click on the message
- 2) Select "run Add-on"
- 3) Then click on the Run button

In some instances, the page will revert back to the *Home* page. If so, just click on the Webi icon again. It should go through without interruptions and get to where you can click on the paper icon to launch access to the various universes.

Note: It may take a while to register your 'right-click' as it is launching the connection of the Webi interface. Let it go for a little while. It should eventually allow you to make a selection.