Allowing Pop-up Windows

Some documents in MyCWU such as the Unofficial Transcript and employee Pay Advice open in a pop-up window. If you try to view documents such as these and nothing appears, your browser may be blocking the pop-up window. To allow the pop-up to open:

**Internet Explorer:**
When IE blocks a pop-up, a notification message will appear below the address bar saying

"Pop-up blocked. To see this pop-up or additional options click here."

Click this message. It will give options including "Always allow pop-ups for this site." Select this option, and try following the link on the webpage again. It should now allow the pop-up window to open.

**Mozilla Firefox:**
When Firefox blocks a pop-up, a notification message will appear below the address bar saying

"Firefox prevented this site from opening a popup window. Click here for options."

Click this message. It will display options including "Allow pop-ups for [this website's address]." Select this option, and try following the link on the webpage again. It should now allow the pop-up window to open.

**Google Chrome:**
When Chrome blocks a pop-up, a small icon that looks like a box with a red X over it will appear on the right side of the browser's Address Bar. Click this icon. It will display a message

"Pop-ups have been blocked."

and below it will display options including "Always allow pop-ups from [this website's address]." Select this option, and try following the link on the webpage again. It should now allow the pop-up window to open.

**Safari:**
Safari's pop-up blocker needs to be disabled entirely to allow pop-up windows. To temporarily disable the pop-up blocker, click the Safari menu at the top-left of your screen and click on Preferences. In the Preferences menu, click the button for Security. On this page, uncheck the checkbox for "Block pop-up windows" and close the Preferences menu. Try clicking the link on the webpage again, and the pop-up window will open. Be sure to follow the same steps to turn the pop-up blocker back on (if you would like) once you have retrieved the information for which you were looking.