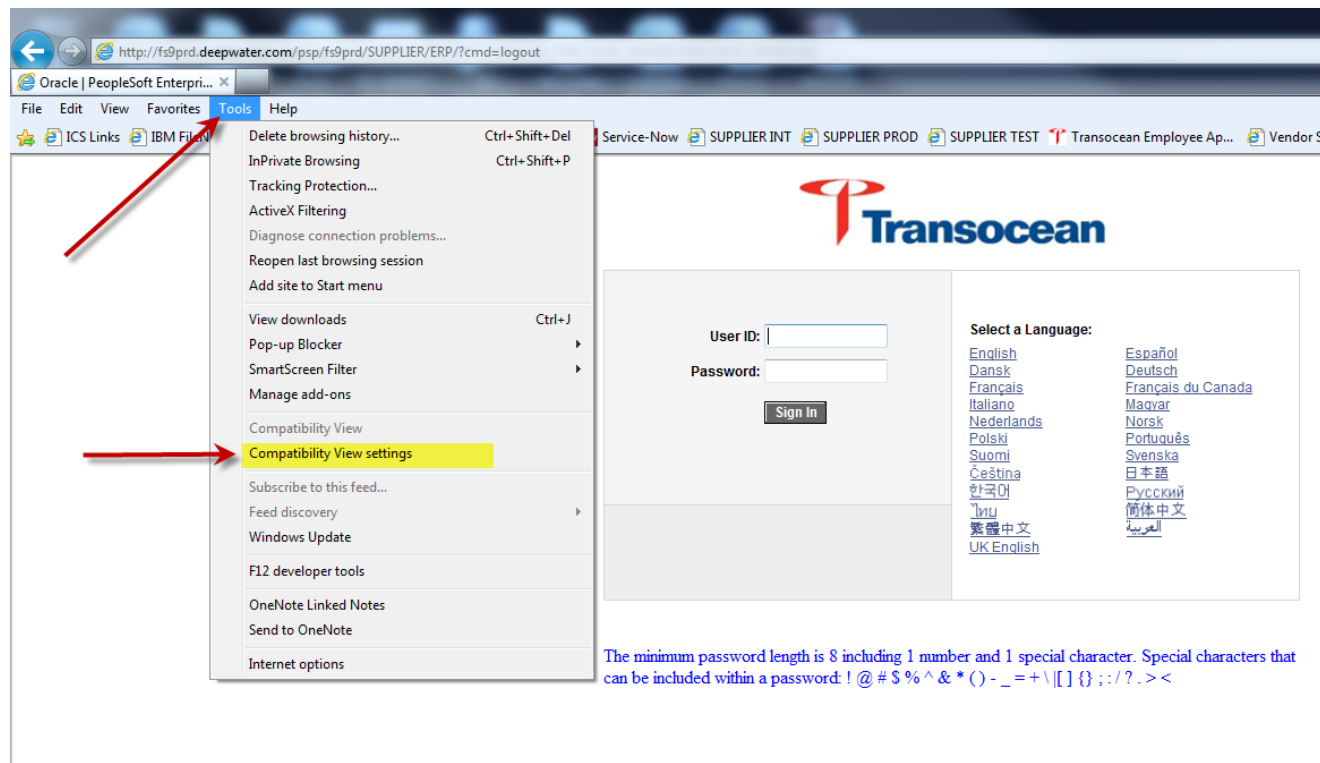


Vendor Gateway – Internet Explorer 9 and 10 Compatibility Mode Job Aid

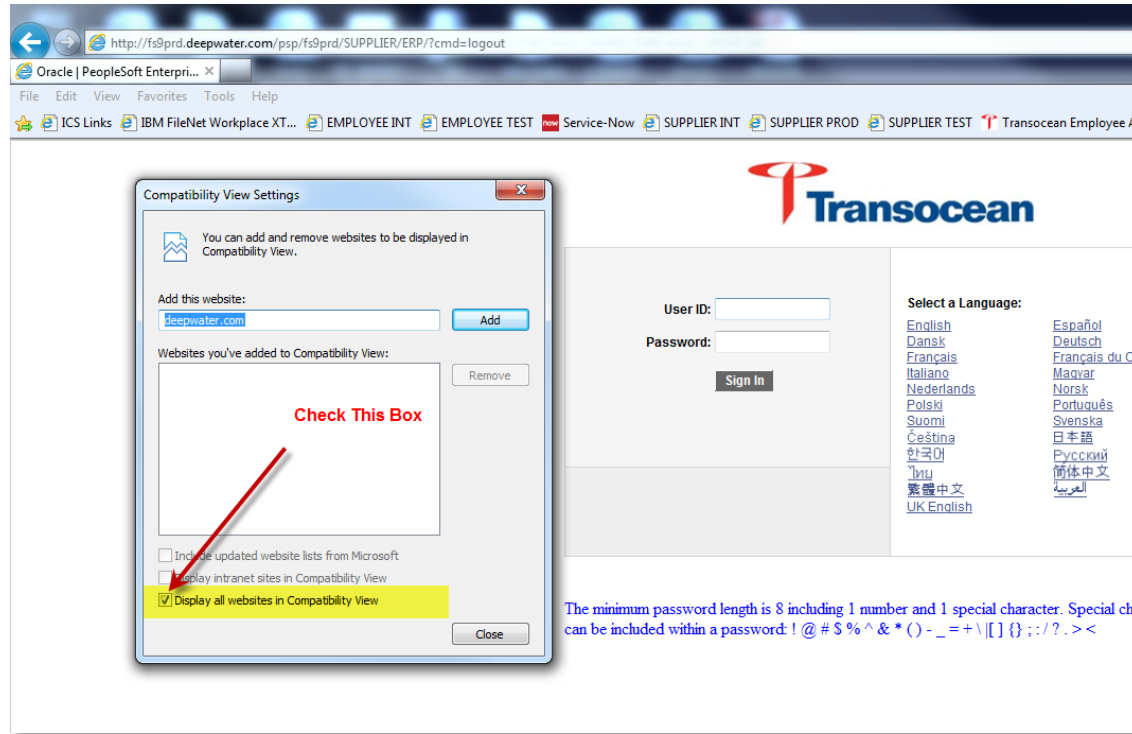
This job aid will assist you with updating your Compatibility Mode settings for Internet Explorer 9 and 10.

Remember: Once you have applied the changes in this document, you must close out ALL Internet Explorer browser windows before the changes are available to you.

1. Open an instance of Internet Explorer 9 or 10.
2. Click on Tools and then the 'Compatibility View Settings' option from the drop-down menu.



3. Once the Compatibility View Settings window opens, check the tick box next to 'Display all websites in Compatibility View'.
4. Click the Close button.



The minimum password length is 8 including 1 number and 1 special character. Special characters can be included within a password: ! @ # \$ % ^ & * () - _ = + \ | [] { } ; : / ? . > <

5. To ensure that changes have been applied, close all open Internet Explorer windows and open a new session.
6. Once you open a new session, type the following link into the address field:
 - a. <https://riqmarket.deepwater.com>