This job aid demonstrates the steps needed to use Microsoft Edge to work with TWIA Policy Center.

Note:

- If you are unable to complete steps 1 through 5 on your own due to system limitations, please work with your IT Department to address the issues.
- This workaround will only last 30 days from the time it is added and will need to be performed again after the expiration date listed.
- Ensure you enable ActiveX controls if prompted.
- Download Guidewire if prompted.
- 1. Check to see what version of Microsoft Edge you are using by selecting the three dots at the upper right of your screen.
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ß	Share		
හ	Find on page	Ctrl+F	
A٩	Read aloud	Ctrl+Shift+U	
S)	Reload in Internet Explorer mode		
	More tools		>
٢	Settings		
0	Helmand feedback		>
1	Microsoft Edge		
٥	Managed by your organization		

2. Next, in the box that appears, select 'Settings.'

3. Select 'About Microsoft Edge' in the left navigation list. Verify that your Microsoft Edge version is 92.X or newer. If version is earlier than 92.X, please update Microsoft Edge to the current version available for your system.



4. Next select 'Default Browser' from the left navigation list.

α	Search settings
8	Profiles
ĉ	Privacy, search, and services
3	Appearance
	Start, home, and new tabs
é	Share, copy and paste
	Cookies and site permissions
٦	Default browser
\downarrow	Downloads

 If 'Let Internet Explorer open sites in Microsoft Edge...' is the only option you see (per the example shown below), you will stop at this point and contact your IT Department for assistance. If you see a different option, please go to step 6.

Aicrosoft Edge is your default browser	Make default
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ernet Explorer compatibility	

 If you see 'Allow sites to be reloaded in Internet Explorer mode,' click the drop down to the right and select 'Allow' and then select 'Restart.'

Allow sites to be reloaded in Internet Explorer mode ⑦ When browsing in Microsoft Edge, if a site requires Internet Explorer for compatibility, you can choose to reload it in Internet Explorer mode	Allow V
For this setting change to take effect, restart your browser	5 Restart

NOTE: Before clicking 'Restart,' make sure your work is saved in Microsoft Edge only, and that you have imported your "favorites" from Internet Explore into Edge.

 Next go to the Agent Portal login screen: <u>https://portal.twia.org/twia/do/login</u>. Do not log in.

TWIA Agent Po	rtal	
Halaming User? Enter out 51% Address and Pesson 4. Enter out 51% Address and Pesson 4. Pesson 4. Pesson 4. Pesson 4. Factor 4. Second 5. Factor 4. Second 5. Factor 4. Factor 4.	First Three User? Register row for Online Angeler and the Online Resister Stee Assesse	
Forgotten or expired password?		

8. Next, click on the three dots in the upper right of the screen and then select 'Reload in Internet Explorer mode.'



- This page is open in Internet Explorer mode

 Most pages work better in Microsoft Edge. For security reason, we recommend you leave this mode as soon as you're done browsing this page.

 Learn more

 Open this page in Internet Explorer mode ent time

 Manage

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- next time' and then select 'Done.'

9. Next, click the slider to enable 'Open this page in Internet Explorer mode

10. Click the 'X' to the right of 'You're in Internet Explorer mode....'



11. To confirm the TWIA Agent Portal has been added to the Internet Explorer mode pages, click on the three dots in the upper right of the screen and then select 'Settings.'



12. Click on 'Default browser' in the left-hand navigation pane.



13. Please confirm that the TWIA Agent Portal login shows under 'Internet Explorer mode pages.'

Internet Explorer mode pages These pages will open in Internet Explorer mode for 30 days from	m the date you add the page. You have 1 page	e that'll automatically open in	Add
Internet Explorer mode.			
Page	Date added	Expires	