Instructions to access effort reporting training session.

1) Log into the Research Gateway with your WUSTL Key.
   Note: WUSTL KEY is your Login ID and password for use of University systems like WebSTAC, Telesis, HRMS, WebFAC and the Research Gateway.

2) Access the training program entitled “Effort Reporting for Non-Faculty” (click on link “Non-faculty”)
3) Click on link “Launch Course”

4) The training session will automatically start
When accessing the Adobe Connect/Breeze system from the Research Gateway or AIS System, you may see a pop up dialog box warning about secure and non-secure items on the page you are trying to access. In order to allow single sign on access you will need to answer the question differently depending on your browser type.

**Warning Message in IE 7.x**

![IE 7.x Security Warning](image)

**Warning Message in IE 8.x**

![IE 8.x Security Warning](image)

**What to do?**

If you are using IE 7.x and versions prior to that and the question in that warning message asks the user “Do you want to display the nonsecure items?”; in order for the Adobe Connect/Breeze login to work, we need to answer “Yes” in the warning message that appears in IE 7.x and version prior to that.

The warning message in IE 8.x flipped the question and in order to make the Adobe Connect/Breeze login work, we need the user to answer “No” instead of “Yes”.

**NOTE:**
The warning message in IE 8.x has strong language which will scare even the expert users and the chances of answering “Yes” by the users are very high. A “Yes” answer in IE 8.x will prevent the user from logging into Breeze.