Access to Applications on Xen.etsu.edu

Students and Faculty can now access the applications below via the web from off campus: Please note that the Gleim accounting applications cannot be included due to site licensing issues.

The Instructions that follow are for the Internet explorer browser 9(IE 9) and will install the necessary browser plug-in needed for internet access to the applications. Install procedures would be similar for internet explorer 8 (IE 8). Contact the OIT help desk for install information for browsers other than Internet Explorer. The browser plug-in will not work on the 64 bit version of Internet Explorer.

Log on

Go to the following web site https://xen.etsu.edu. Enter your ETSU userid and password to log on.
Install the browser plug-in

The first time students/faculty access the site, they will be prompted to install the necessary browser plug-in.

Check I agree and Select Install
Click on run to install the browser plug-in

You may see a screen indicating publisher could not be verified. Select Run
The plug-in should install, but the install process will/may be a little slow

After the plug-in is installed, users may need to add https://xen.etsu.edu to the trusted sites section of the browser security and log on again.

**Adding Xen.etsu.edu to trusted sites**

- In Internet explorer, select Tools – Internet options – Security – Trusted Sites –Sites
- Enter the url https://xen.etsu.edu and select add
- Select close
- Select ok to go back to your main browser page
Launching an Application

- Select the icon of the application you wish to use
- The application launching process is slow, but once you are in the application, performance should be fine.
- Students should contact the OIT student help desk if they have a problem.