

# Windows 7: Non-CDU computers accessing Callista using Internet Explorer

Callista Log in instructions

---

## Java Runtime Environment (JRE)

See Java version instruction sheet located on the Student Management System webpage.

---

The instructions are based on Internet Explorer 11



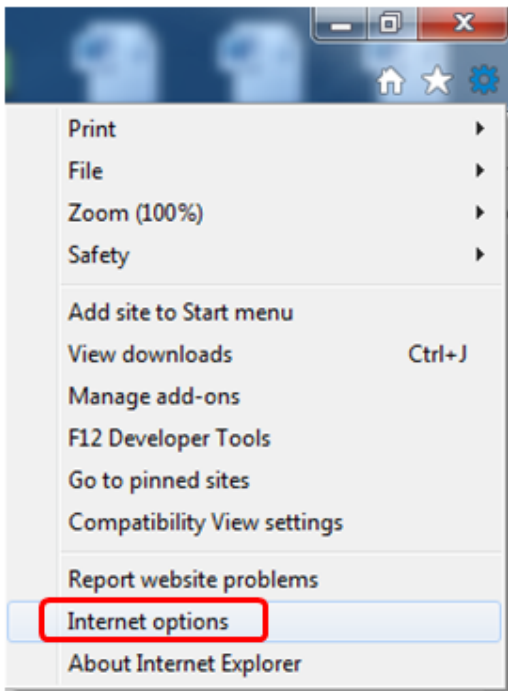
**Step 1:** Open Internet Explorer



**Step 2:** Click 'Cog'

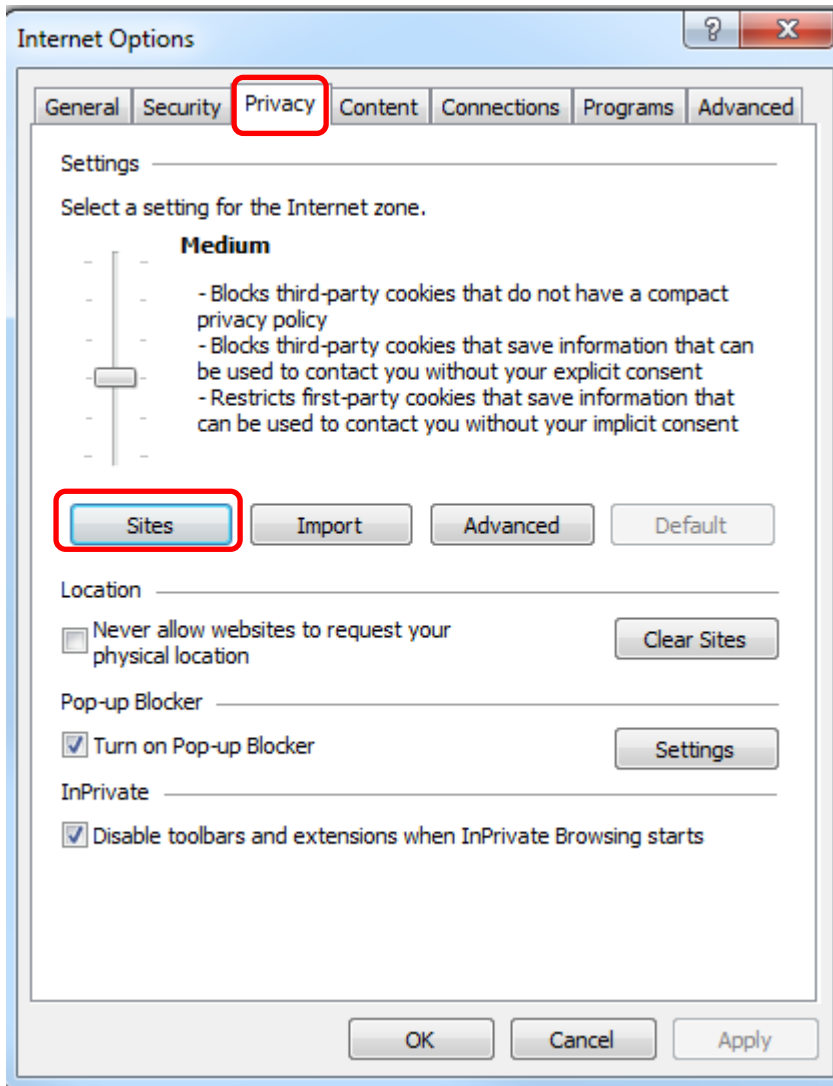


**Step 3:** Click 'Internet Options'



**Step 4:** Click 'Privacy' tab

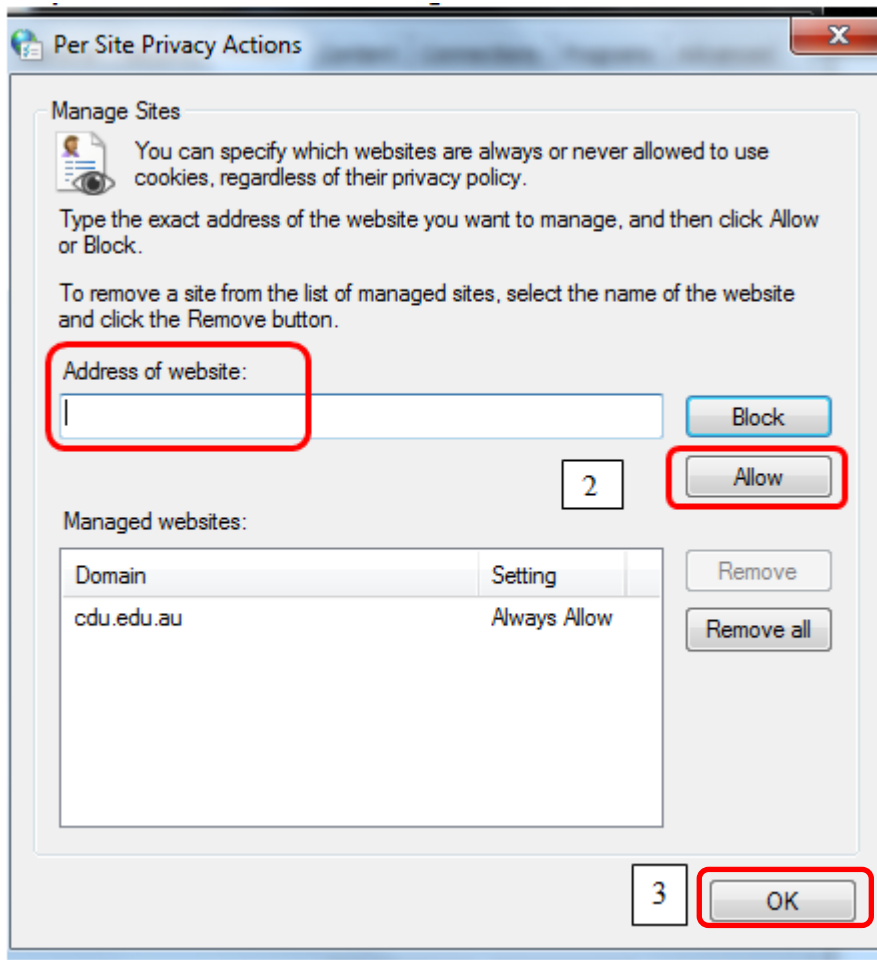
**Step 5:** Click 'Sites'



**Step 6:** In the 'Address of website' field type **www.cdu.edu.au**

**Step 7:** Click 'Allow' after adding the web address.

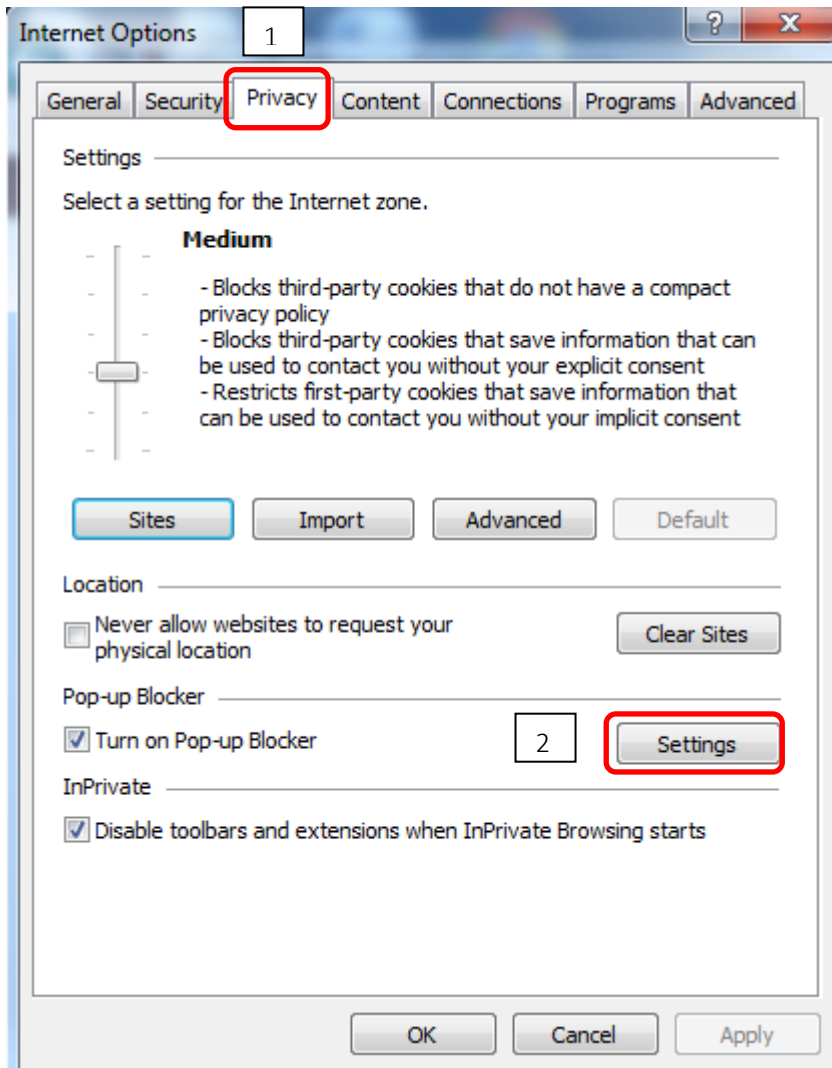
**Step 8:** Click 'Ok'



# Allowing Pop-ups

Step 9: Click 'Privacy' tab

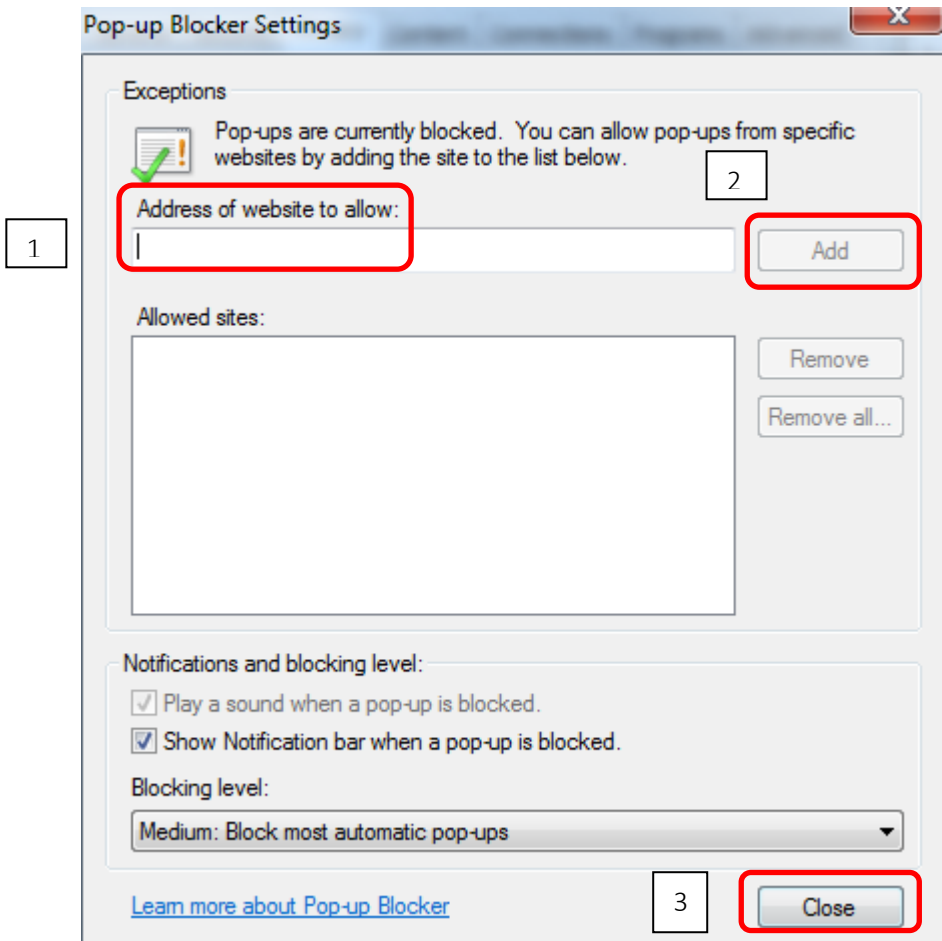
Step 10: Click 'Settings'



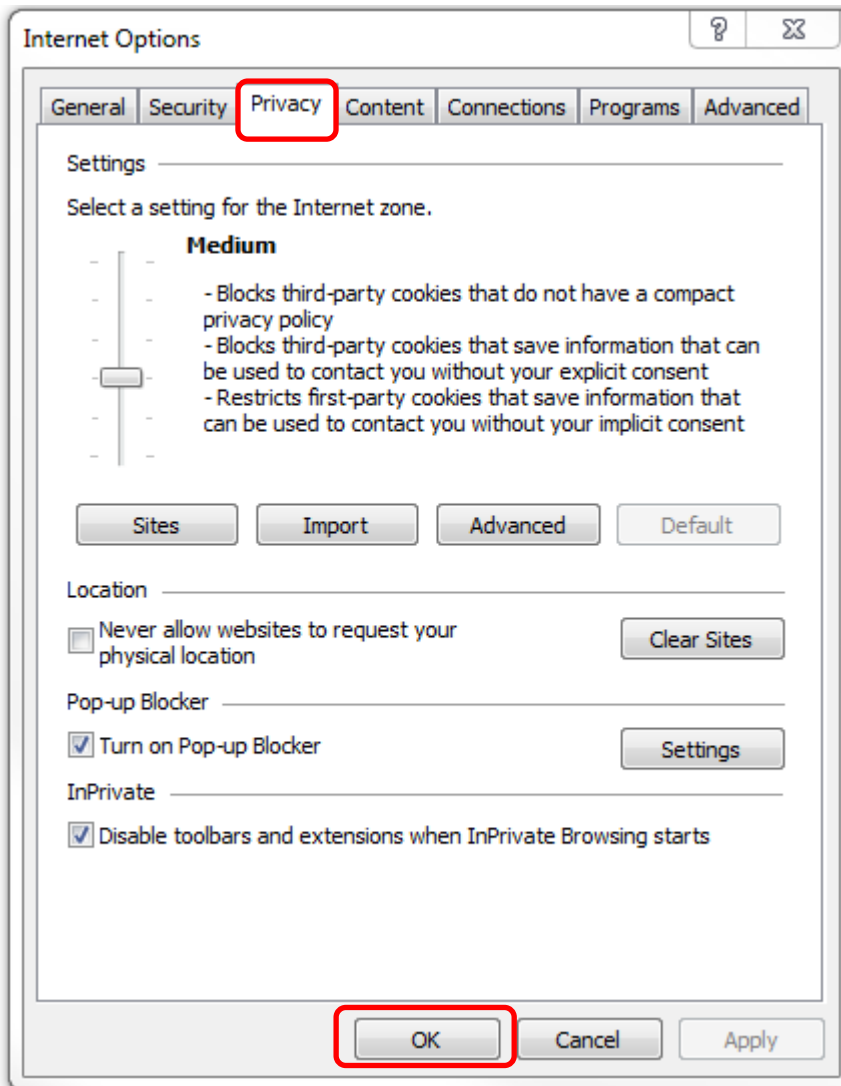
Step 11: Add cdu.edu.au

Step 12: Click 'Add'

Step 13: Click 'Close'



**Step 14:** Click 'Ok'



## Connecting to Web Virtual Private Network (VPN)

**Step 1:** Click here: <http://www.cdu.edu.au/itms/webvpn>

**Step 2:** Follow instructions on this webpage. If you have issues connecting to the Web VPN please contact ITMS.  
<http://www.cdu.edu.au/itms/contactus>

### All campuses

<b>Tel:</b>	08 8946 6600
<b>Internal</b>	6600

### Web VPN and AnyConnect

To access **CDU Corporate applications** or **File shares** from a computer that does not have the **CDU Cisco VPN client** installed, there are 2 options.

- Web Access
- Anyconnect

Below is further information on using these two methods

#### Web Access

Web access is available by connecting your favourite Internet browser to one of the following internet addresses (urls):

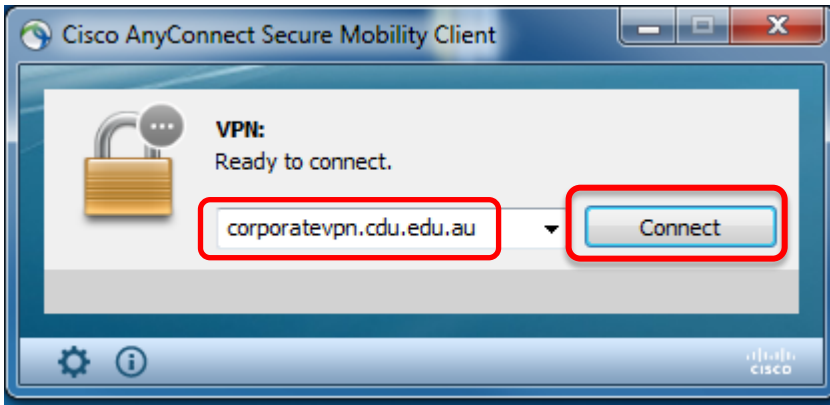
<https://corporatevpn.cdu.edu.au> (Corporate Applications)

<https://cduvpn.cdu.edu.au> (Files and Share access)

**Tip!** Ensure you are connected to the Corporate VPN.

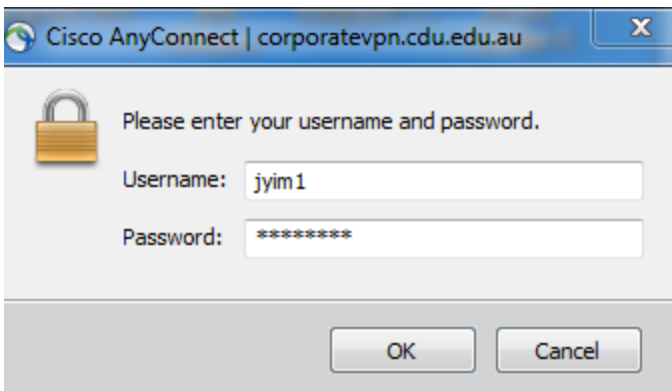
**Step 3:** Click 'Connect'



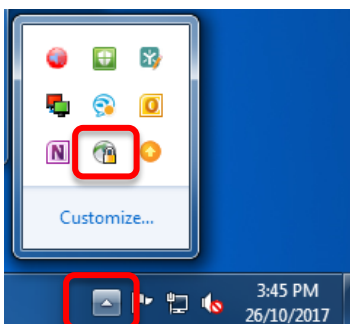
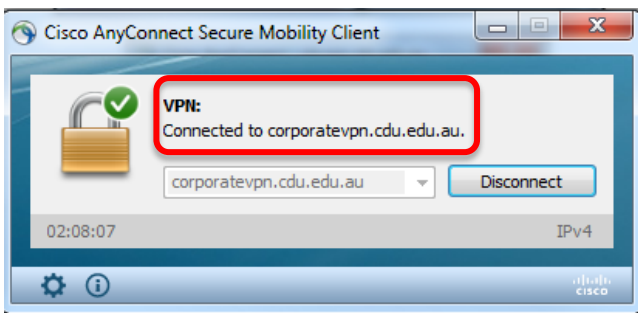


**Step 4:** Enter your computer Username and password

**Step 5:** Click 'OK'



Message now shows 'Connected to corporatevpn.cdu.edu.au'

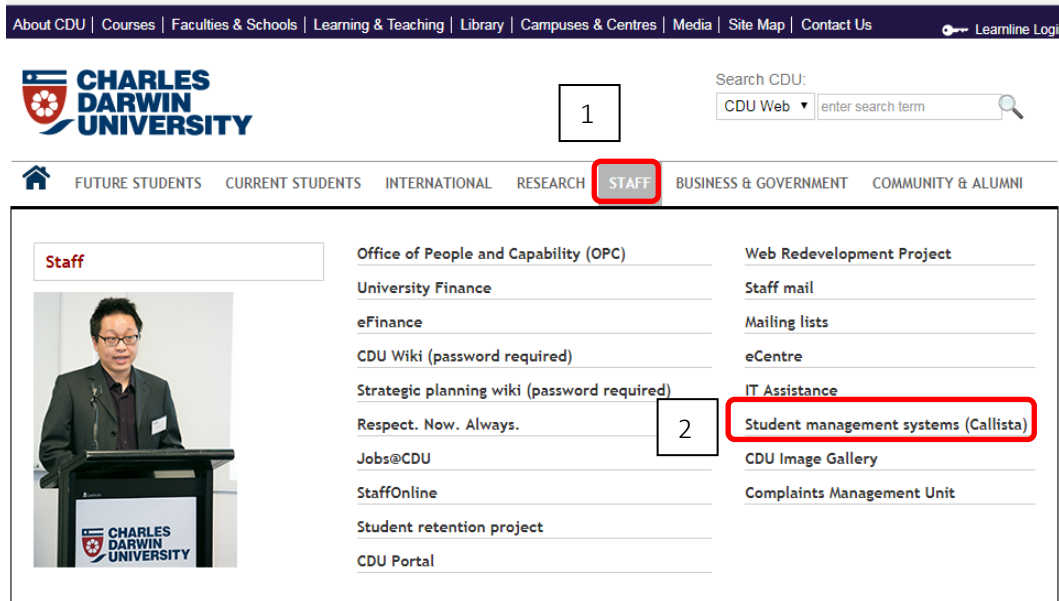


**Step 6:** The status of the connection can be checked by clicking on the "Show Hidden icons" button in the lower right hand side of your screen, near the clock. Cisco AnyConnect icon now shows a 'locked' yellow padlock.

# How to log into the production (live) environment of Callista (SPRD)

**Step 1:** In the web browser field type [www.cdu.edu.au](http://www.cdu.edu.au)

**Step 2:** Hover over 'Staff' tab

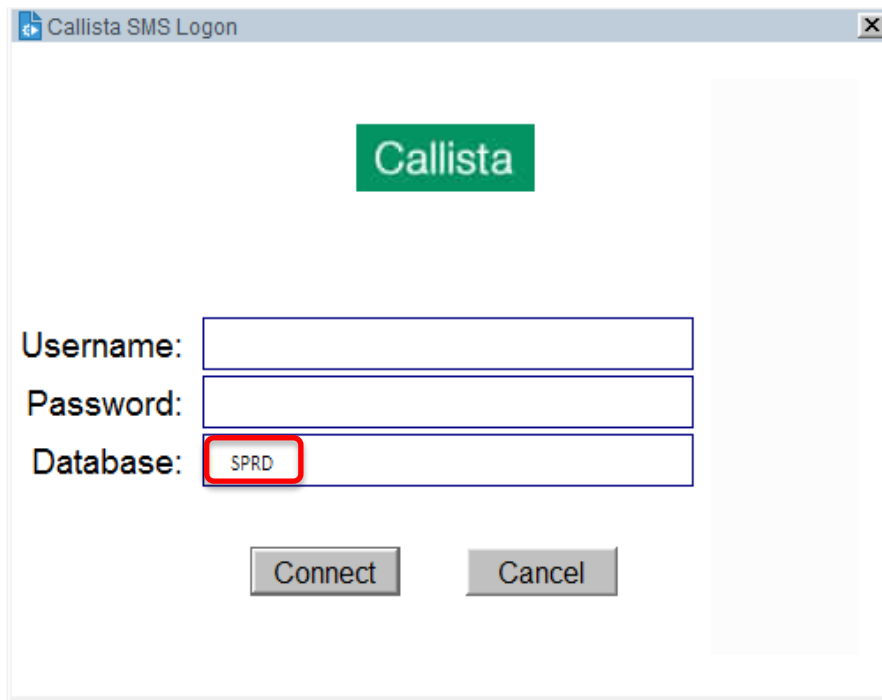


**Step 3:** Click 'Student Management Systems Callista'

**Step 4:** Click 'Callista login'



Log on screen appears




You are now at the Callista Production Database (SPRD) Login Screen.

**Step 5:** Enter your Callista Username and password

**Step 6:** Click 'Connect'

Important Notes:

1. You are not able to access the training instance via the login screen for production (live) by changing the 'Database' name and vice-versa. Both databases are separate and have their own unique URL.

2. When you have logged in you will see a 'Java icon.  appears on the task bar.