

PARS II Configuration Update - Trusted Publisher

As of July 15, 2013, all reports within SSS Reports will require a new Trusted Publisher to be accepted in order for reports to present correctly and as intended. The new Trusted Publisher certificate has been issued to the US Department of Energy by Entrust Code Signing Certification Authority - L1D and is valid until 4/22/2016.

Depending upon the security settings within your domain for your workstation, administrative rights may be required to accept the new Trusted Publisher. If required, please contact your local IT Helpdesk for assistance. The original Trusted Publisher certificate, Dekker Ltd., may remain within your configuration settings.

Acceptance of the new Trusted Publisher in no way affects any current reporting requirements. Users are encouraged to complete the acceptance of the US Department of Energy Trusted Publisher Certificate at their convenience before July 15, 2013.

Sincerely,

PARS II Support Team

Acceptance of US Department of Energy Trusted Publisher Certificate

Microsoft Office Excel 2010 (32-bit)

1. Start Microsoft Office Excel 2010.
2. Click on the "File" tab on the upper left.
3. Click on the "Options" menu on the lower left.
4. On the left Navigation Bar, click on "Trust Center".
5. On the right, click on "Trust Center Settings".
6. On the left Navigation Bar, click on "Macro Settings".
7. Click on the Radio Button "Disable all macros except digitally signed macros", if not already selected.
8. Click on [OK].
9. Exit Excel.
10. Logon to PARS II and select a project from the Projects list (Post CD-2 that has performed a CPP Upload) and then select All Projects/SSS Reports.
11. Select the report in the Trusted Publisher Verification Folder (titled: Trusted Publisher - US Department of Energy) and click View to display the report.
12. Once presented, the report will appear with a yellow warning below the ribbon stating "Security Warning Some active content has been disabled. Click for more details"
13. **DO NOT** Click on the "Enable Content" button
14. Click on the "File" tab, upper left, above the ribbon
15. Locate the "Security Warning" section in the Info menu which says "Active content might contain certain viruses and other security hazards. The following content has been disabled - Macros. You should enable content only if you trust the contents of the file"
16. Click on the arrow under "Enable Content".
17. Select "Advanced Options" - The "Security Alert - Macros & ActiveX" window appears
19. Click on the Radio Button "Trust All documents from this publisher".
20. Click on [OK].
21. Close Excel.

22. View the report again and verify that the report is displaying correctly without a security warning bar.

Microsoft Office Excel 2007

1. Start Microsoft Office Excel 2007.
2. Click on the MS Office icon in the upper left-hand corner of the Excel application window.
3. Click on the [Excel Options] button at the bottom.
4. On the left Navigation Bar, click on "Trust Center".
5. On the right, click on "Trust Center Settings".
6. On the left Navigation Bar, click on "Macro Settings".
7. Click on the Radio Button "Disable all macros except digitally signed macros" , if not already selected.
8. Click on [OK].
9. Exit Excel.
10. Logon to PARS II and select a project from the Projects list (Post CD-2 that has performed a CPP Upload) and then select All Projects/SSS Reports.
11. Select the report in the Trusted Publisher Verification Folder (titled: Trusted Publisher – US Department of Energy) and click View to display the report.
12. Once presented, the report will appear with a yellow warning below the ribbon stating, "Security Warning Some active content has been." Select the Options button.
13. A "Security Alert - Macros" screen will open, requesting a decision on whether to trust content signed by the US Department of Energy.
14. Select "Trust all documents from this publisher"
15. Click [OK].
16. Close Excel.
17. View the report again and verify that the report is displaying correctly without a security warning bar.

Microsoft Office Excel 2003

1. Start Microsoft Office Excel 2003.
2. Click on the Tools menu item.
3. Select Macro.
4. Click on the Security tab.
5. Click on Security Level and select Medium.
6. Click OK to close the Security screen.
7. Exit Excel.
8. Logon to PARS II and select a project from the Projects list (Post CD-2 that has performed a CPP Upload) and then select All Projects/SSS Reports.
9. Select the report in the Trusted Publisher Verification Folder (titled: Trusted Publisher – US Department of Energy) and click View to display the report.
10. Once presented, the report will appear with a yellow warning below the ribbon stating "Security Warning Some active content has been." Select the Options button.
11. A "Security Alert - Macros" screen will open, requesting a decision on whether to trust content signed by the US Department of Energy.
12. Select "Trust all documents from this publisher"
13. Click [OK].
14. Close Excel.
15. View the report again and verify that the report is displaying correctly without a security warning bar.