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ElectSys Content Filter Admin Guide

1) **To manage your account**, go to https://redwood.electsys.biz and click on Accounts > Login

User: yourusername

Pswd: yourpassword

In this portal you can change your password. If you are the owner of your company you will also have access to the Redwood console where you can configure your content filter behavior. Restrictions to your ability to change the behavior of your content filter may apply. For example. You may be able to add websites to your Yourcompany_Deny category but not be able to add websites to Yourcompany_Allow category.

2) **To install the security certificate**

Go to https://redwood.electsys.biz/sslcerts/ssl_cacert and follow the instructions to install our certificate in your computer's trusted root. Note that Firefox browser needs to be done independently of Windows because it has independent certificate management.

3) **To activate the filter on your Windows Computer**

Download a configuration file at http://electsys.biz/downloads/ElectWood_Proxy-On.zip and run the file. When prompted for "Do you want to allow the following program to make changes to your computer, click "yes".   When prompted "Are you sure you want to continue" click "yes".

Note: (This will configure Internet Explorer, Edge and Chrome but not Firefox)

4) **Set your PAC URL**

 This step is not required but is recommended. Setting your PAC URL will allow software that cannot authenticate with the content filter to work properly.   Each user on redwood has a unique PAC URL. You can find the PAC URL by logging in to https://redwood.electsys.biz and click on Accounts > Contacts > Find the RemoteUser of interest and click on his name.
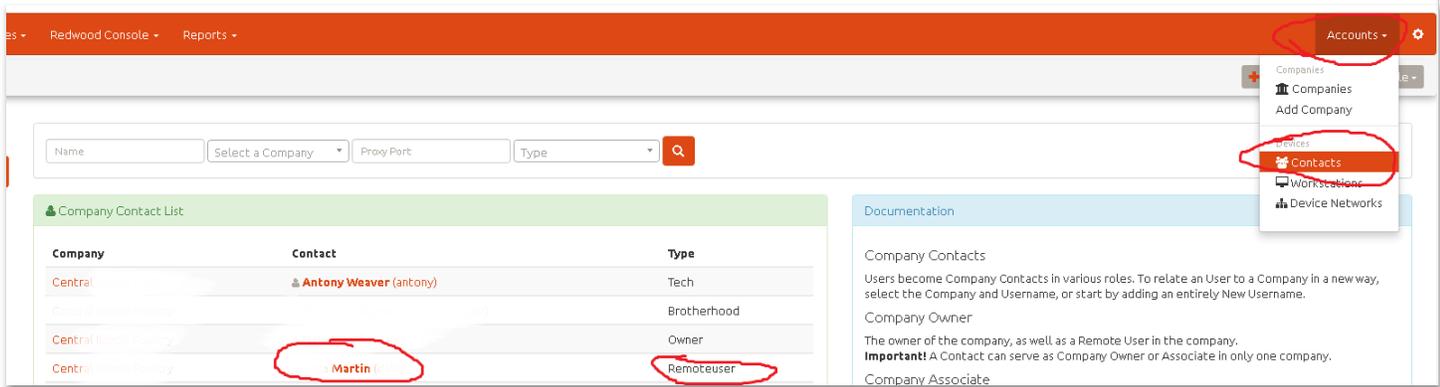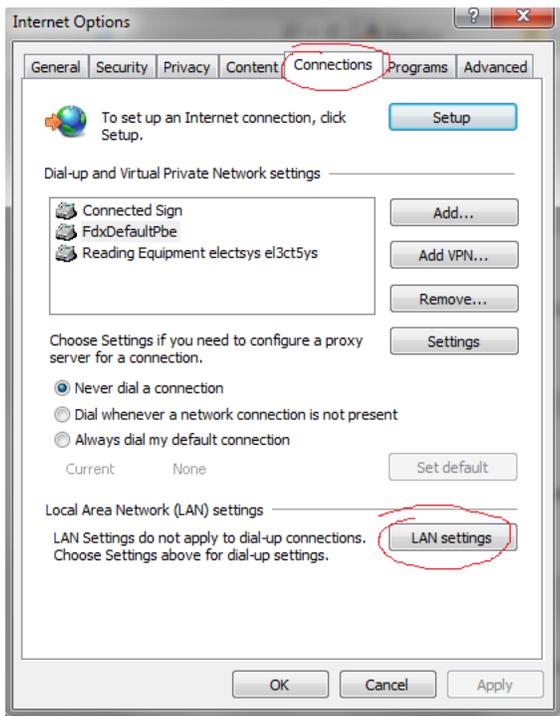
Find the user's PAC URL > and copy the full string
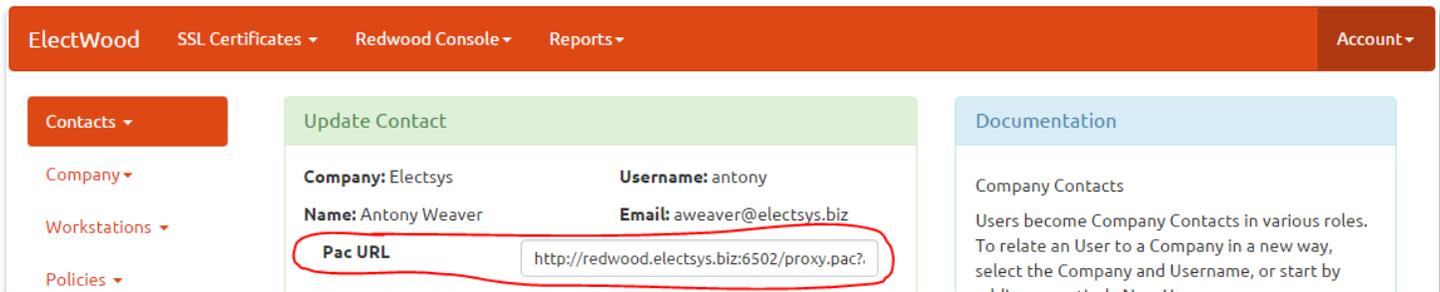
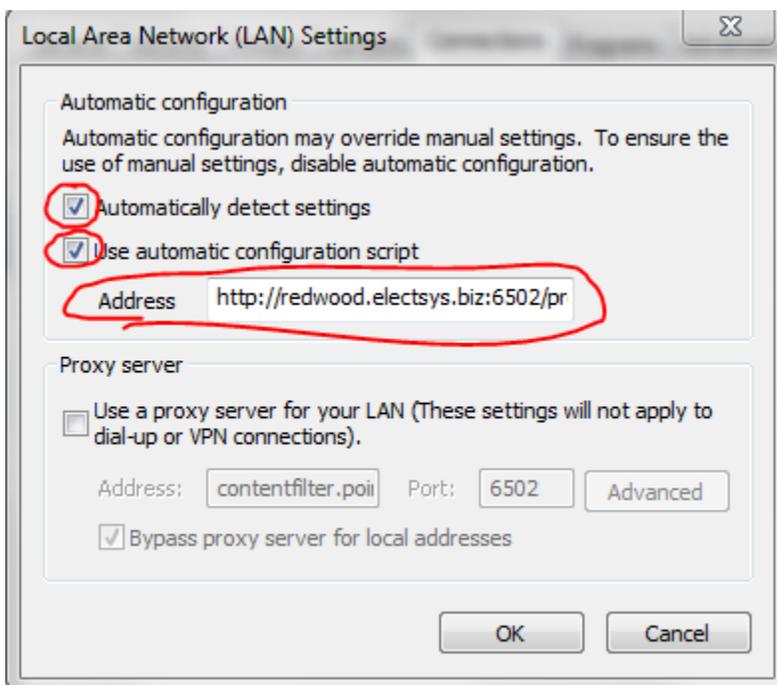Open Internet Explorer and click on Tools > Internet Options
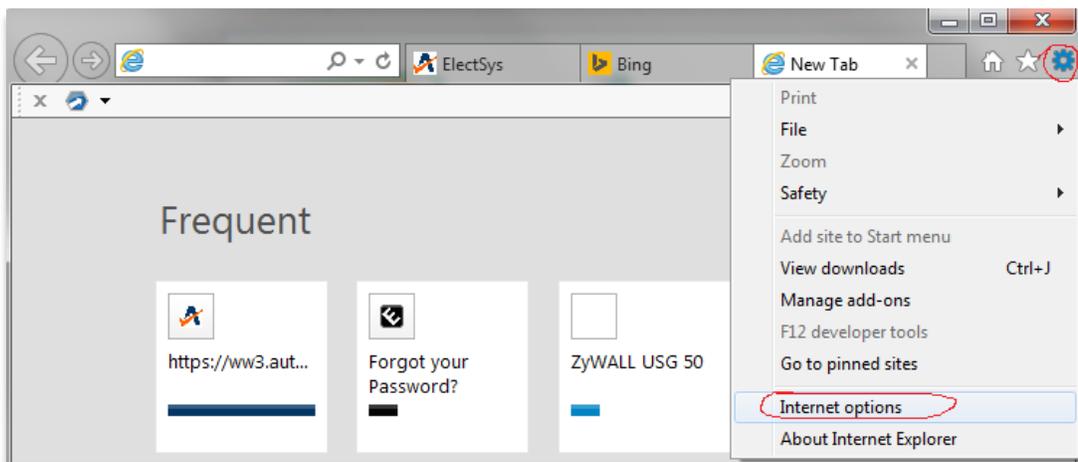
Click the connections tab > LAN settings

UnCheck "automatically detect settings "

Check "Use automatic configuration script"

Paste the URL that you copied from your user profile into the address field

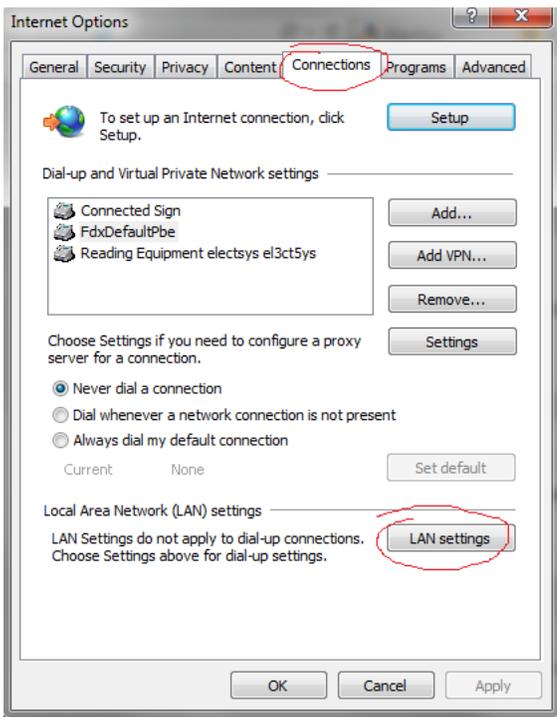### 5) **Alternative to Step 3. Manual proxy configuration**

If for any reason, you prefer to set your proxy server settings manually; follow these steps.

(This will take care of Internet Explorer, Edge and Chrome but will not take care of Firefox)

Open Internet Explorer and click on Tools > Internet Options
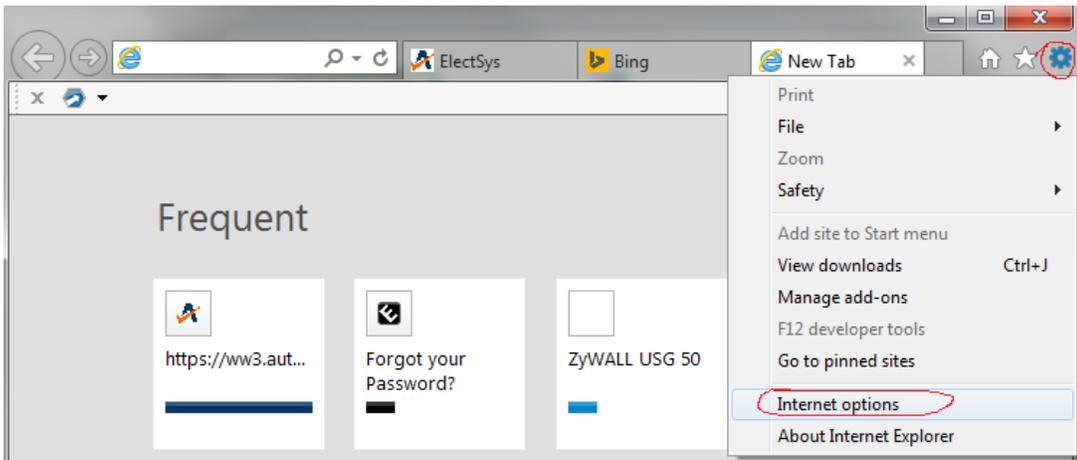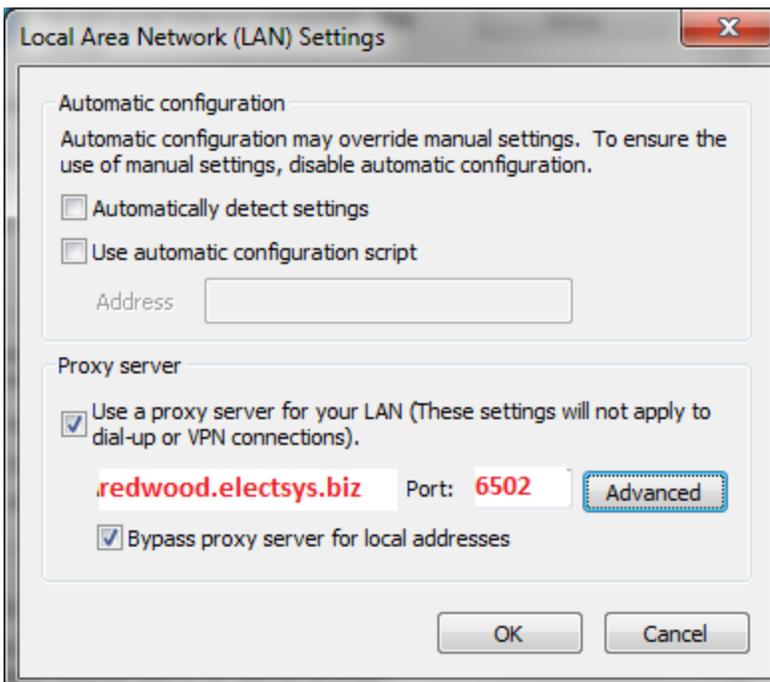
Click the connections tab > LAN settings

Check "use a proxy server"

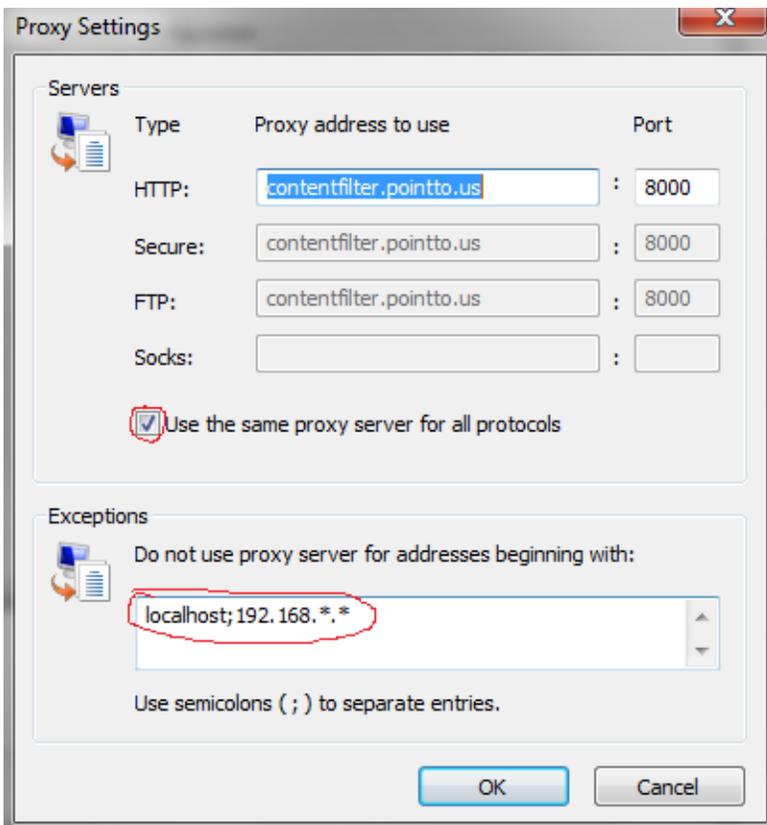Enter Proxy server of: redwood.electsys.biz Port 6502

Check "bypass proxy server for local addresses"

Click "Advanced"

Make sure "use the same proxy for all protocols" is checked

Enter the following string in the exceptions table: localhost;192.168.*.*

Now click OK until you're completely out of IE options

Try browsing the internet and a username and password should pop up

Your username is: yourusername

Password: yourpassword

That's it! OK your way out of these Windows > Close and reopen IE and you should now be filtered.

 If you want your computer locked down so that these settings cannot be removed (and the filter bypassed) please connect to our help desk at http://electsys.biz/phone-systems-support.php and call 717-665-2141 for further assistance.

We can also assist with the initial setup if you have difficulty.