



# MLXchange - PC Setup and Preparation Checklist

## Important PC Settings for MLXchange – Five Easy Steps

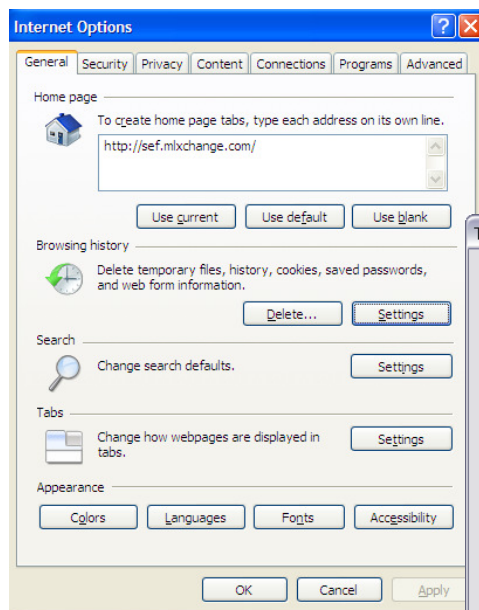
To configure your computer for optimum use with MLXchange, please follow the five easy steps. These settings are required in order to perform all the functions within MLXchange.

**Step One Turn Off Pop-up Blockers:** MLXchange does not work properly if you have pop-up blockers turned on. If you have a pop-up blocker or several pop-up blockers enabled, you will need to turn them off or allow pop-ups from MLXchange. This includes any add-on toolbars (e.g., Google, Yahoo, etc.).

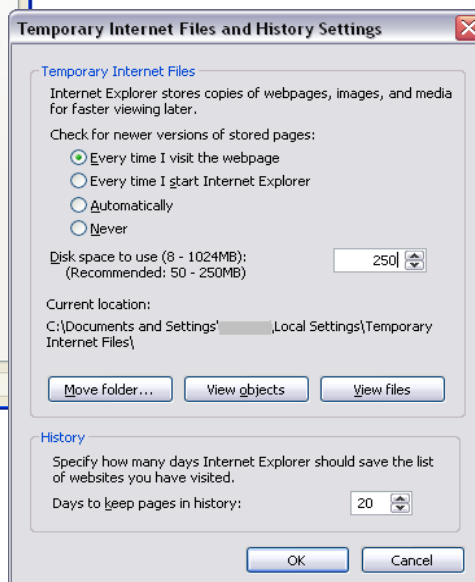
**Step Two Install ActiveX Controls.** Before you log into MLXchange, you need to download some small files to provide added performance, security and functionality. Go to <http://mfr.mlxchange.com/ax> and then click the install button on the page. Depending on your PC settings, Internet Explorer may not automatically download these programs. Internet Explorer will display a very light yellow line just below the toolbar at the top of the screen. You will need to click on that line to accept the ActiveX downloads. You should see red checks as the files are installing.

**\*\* Windows NT, 2000 or XP Operating System on Office Network.** *If you experience a problem loading MLXchange and your computer uses the Windows NT, 2000, XP or Vista operating system, you must be logged into Windows as an Administrator, so that MLXchange has permission to configure the browser. If you are using an office computer and you do not have Administrator privileges, contact your office manager or system administrator.*

**Step Three Internet Explorer Setting.** Open Internet Explorer, click on **Tools**. Click on the **General** Tab, scroll down to **Settings** under **Browsing History**. Enable or click on the radio button option that says **“Every Time I visit the Web Page”** and click **OK**.



**General Tab:**  
Click on **Settings** (middle of the box next to delete in the Browsing History area). Enable or click on the radio button option that says **“Every Time I visit the Web Page”** and click **OK**.  
**Recommended Disk Space:** 50-250 MB.

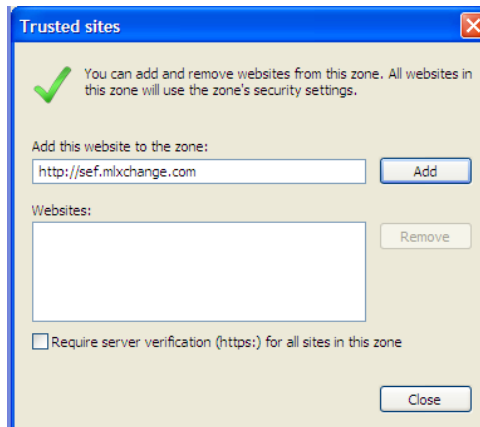




# MLXchange - PC Setup and Preparation Checklist

## Important PC Settings for MLXchange – Five Easy Steps

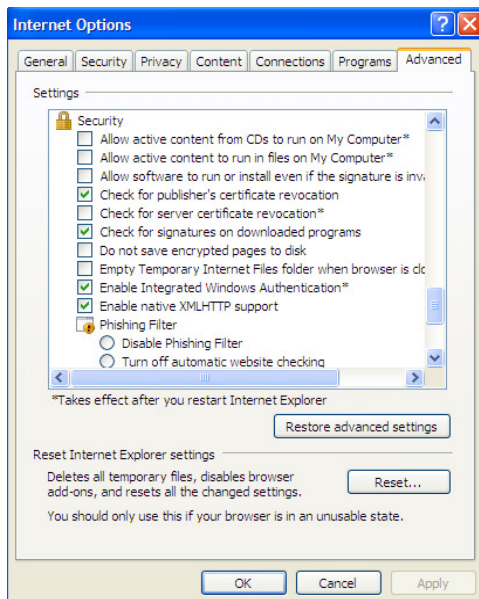
**Step Four Internet Explorer Setting.** Can't see an image when adding a photo to a listing in MLXchange? Follow these steps. Open Internet Explorer, click on **Tools**. Click on the **Security** Tab and then click on the **Trusted Sites** icon. Click on the **Sites** button. Type in [http://\\*.mlxchange.com](http://*.mlxchange.com) in the box to **Add this Website to the Zone**. Click on **Add**. (Note: Make sure the box at the bottom of the white box is unchecked.) Click **Close**.



### Security Tab:

Click on **Trusted Sites** icon. Click on **Sites** button. Type in [http://\\*.mlxchange.com](http://*.mlxchange.com), [http://\\*.rateplug.com](http://*.rateplug.com), [http://\\*.bing.com](http://*.bing.com) [http://\\*.imapp.com](http://*.imapp.com) in the box to **Add the Website to the Zone**. Click **Add**. (Note: Make sure the box at the bottom of the white box is unchecked.) Click **Close**.

**Step Five Internet Explorer Setting.** Open Internet Explorer, click on **Tools**. Click on the **Advanced** Tab, scroll down to **Security**. Disable or uncheck **“Empty Temporary Internet Folder When Closed.”** Make sure there is **no** check mark and then click **OK**. For Internet Explorer 8 users, you will see an option in the Browsing History section under the General tab stating **“Delete Browsing History on Exit.”** This **should not** be checked as it provides the same function as the option under the Security tab.



### Advanced Tab:

Scroll down to the Security. Disable or uncheck **“Empty Temporary Internet Files Folder When Browser is Closed.”** Make sure there is no check mark and then click **OK**.



## MLXchange – Minimum Operating Requirements

---

### Do You Have the Right Computer and Software?

MLXchange is a highly sophisticated online software application. Just like programs that run directly on your computer, MLXchange has system requirements. For MLXchange to function properly, you must use the Internet Explorer browser on a computer running Windows XP Service Pack 2 or Vista. Sometimes our Customer Support Center takes calls from members working with Windows 98 or Windows ME, but unfortunately these outdated operating systems cannot run all the features of MLXchange. If you are running one of these old operating systems, our technical support professionals will be unable to help you troubleshoot technical issues.

- **Minimum Operating Requirements: (Minimum Standard)**
  - Microsoft Windows Vista or Microsoft XP operating system with Service Pack 2 or higher
  - Minimum Hardware: PC with 1.8 GHz Intel Pentium 4 (or equivalent) with 256 KB integrated L2 cache, 512 MB RAM and 100 MB of available hard disk storage space or more.
  - Recommended Hardware: PC with 2.8 GHz, Intel Pentium 4 (or equivalent) with 512 KB integrated L2 cache, 1 GB RAM and 100 MB of available hard disk storage space or more.
  - 1024 x 768 at 96 DPI resolution video adapter and monitor
  - Bi-directional Internet access with a 56 kbps connection speed (higher speed cable modem, DSL, or faster is recommended)
- **Supported Browsers/Operating Systems:**
  - Internet Explorer 7 on Windows XP (Home Professional) Service Pack 2
  - Internet Explorer 7 on Windows Vista
  - Internet Explorer 8 on Windows XP (Home or Professional) Service Pack 3
  - Internet Explorer 8 on Windows Vista Service Pack 1

If you are not sure what version you are using, open Internet Explorer and click on Help then About Internet Explorer. If you need to upgrade, go to <http://www.microsoft.com/ie> and click "Get It Now" to be taken to the page to download Internet Explorer Version 8. *\*\*You will need to verify that all of the programs on your computer will work with Internet Explorer 8 before upgrading.*

- **Recommended Screen Resolution:** Your screen resolution on your PC should be set at 1024x768. 800 x 600 is not supported. To check or change your resolution, right click on your desktop, select Properties and then click on Settings.
- **DPI (Dots Per Inch) Resolution Setting:** Your DPI setting on your monitor should be set at 96 DPI (Normal Size). To check or change your resolution, right click on your desktop, select Properties, click on Settings and then Advanced.
- **Use Internet Explorer:** In order to use MLXchange successfully, Internet Explorer is the only browser you should use. Do not use other browsers such as AOL, MSN, Firefox, Opera, Safari, etc.
- **Don't Go Back.** When using MLXchange, do not use the Back button on the Internet Explorer toolbar, but rather make a habit of using the navigational buttons within the MLXchange application. Clicking on the Back button could produce error messages.



## General PC Maintenance for Optimal Performance

### Automatic Updates:

#### Keep your computer up to date with Windows Updates.

To turn on automatic updates for Windows XP, click on **Start** and then **Control Panel**. Click on **Performance and Maintenance** or the icon for **Automatic Updates** (Classic View). Choose one of the following options:

- Download the updates automatically and notify me when they are ready to be installed. (This is the default setting.)
- Notify me before downloading any updates and notify me again before installing them on my computer.

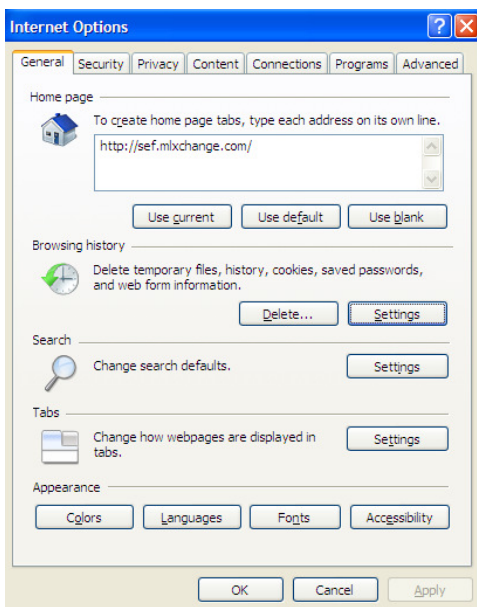
To turn on automatic updates for Windows Vista, click on **Start** (round Windows logo in the lower left corner) and then click on **Control Panel**. Click on the option for **Security**. Look for the option for **Windows Updates**, and then click on the link to “**Turn Automatic Updating On.**”

### Delete Temp Files:

#### Delete Your PC Temporary Internet Files and History:

As you surf the Internet, files are being stored in your Temporary Internet Files folder on your hard drive. Also, shortcuts to the pages you have viewed on the Internet are stored in your History Folder. If a large amount of files are allowed to build up in these folders, your system functionality and performance can be affected.

We recommend that you empty your Internet Temporary Files and History folder at least once a month. This practice should be part of your regular computer maintenance



#### General Tab:

**Internet Explorer 7 Users:** Open Internet Explorer, and click on **Tools** and **Internet Options**. On the General Tab, click the **Delete** button under **Browsing History**. Click the **Delete Files** button under **Temporary Internet Files**. When done, click **Close** and **OK**. Close and reopen Internet Explorer.

**Internet Explorer 8 Users:** Open Internet Explorer, and click on **Tools** and **Internet Options**. On the General Tab, click the **Delete** button under **Browsing History**. Uncheck all boxes **except** for **Preserves Favorites Website Data, Temporary Internet Files, and History**. Click the **Delete** button at the bottom.