IT Training – Configuring Browser for Athena

- 1. Log into Athena through Duo as you would normally.
- 2. Click the gear in the upper toolbar.

Configure Your Browser User Dictionary

Configure Browser

3.

athena One°	Calendar	Patients	Claims	Financials	Reports	Quality	Apps	Support	¢
Clinical In	box 🔻								
Click "Configure	e Your Brov	vser"							
~									
MY CONFIGURATI	ONS								
User Preferenci	5								
Text Macros									
Order Sets									
C-CDA Sections									
Saved Findings									
Encounter Plan	S								
Order Delegati	on /								
Provider Signat	ure:								
Device Manage	ment 🖌								

4. In this screen there are 2 things you want to do. The "Update Settings" may not have to be done if you have done this part before. It will be grayed out with nothing listed if it is not needed.

E	Browser Cache	
F	Routinely clearing your browser cache	ensures you are viewing the mo
[Clear Cache	
		-
E	Browser Settings	
	The following browser settings do not	adhere to the supported config
i	Cattling	Description
	setting	Description
	Required	
	Allow pop-ups for athenahealth.com	Allow pop-ups to display for at
	Allow pop-ups for athenahealthpay	Allow pop-ups to display for at
	Allow pop-ups for csod.com	Allow pop-ups to display for cs
	Allow pop-ups for webex.com	Allow pop-ups to display for w
	Auto-fill forms	Automatically fills form fields
	Save passwords	Allows your browser to save pa

- 5. Both of these things may restart your browser and if so, you will need to get back into Athena to do the other one.
- 6. Click "Clear Cache" and then click ok on the popup



7. Once your browser restarts, it will load the old Athena log in page which we no longer use. Close that window and double click on the Duo SSO icon on your desktop and log back in as you would normally.



- 8. Once you are back into Athena, go back to the "Configure Your Browser" screen by following steps 2 and 3 again.
- 9. Now click "Update Settings" if there are things listed here. Browser Settings

The following browser settings do not adhere to the supported configuration for athenaNet. To fix your configuration, click Update Settings.

Setting	Description	Current Value	Supported Va
Required			
Allow pop-ups for athenahealth.com	Allow pop-ups to display for athenahealth.com.	Off	On
Allow pop-ups for athenahealthpay	Allow pop-ups to display for athenahealthpayment.com.	Off	On
Allow pop-ups for csod.com	Allow pop-ups to display for csod.com.	Off	On
Allow pop-ups for webex.com	Allow pop-ups to display for webex.com.	Off	On
Auto-fill forms	Automatically fills form fields with previously entered data.	On	Off
Save passwords	Allows your browser to save passwords	On	Off

Update Settings

10. Again, click OK as you did in step 6. Once your browser restarts you have done all you need to configure your browser.