

SpEd Forms Setup - PC

<https://16.spedforms.org/0094>

PC

1. Open Internet Explorer 11

Internet Options

General Security Privacy Content Connections Programs Advanced

Home page

To create home page tabs, type each address on its own line.

<http://www.nlsec.k12.mn.us/>

Use current Use default Use new tab

Startup

Start with tabs from the last session

Start with home page

Tabs

Change how webpages are displayed in tabs. [Tabs](#)

Browsing history

Delete temporary files, history, cookies, saved passwords, and web form information.

Delete browsing history on exit

Delete... Settings

Appearance

Colors Languages Fonts Accessibility

Some settings are managed by your system administrator.

OK Cancel Apply

IE 11

2. **Tools – Internet Options**
3. **Settings** – Make sure “every time I visit the webpage” is selected
4. **Delete** – check all boxes except top one
5. OK to close window.
6. **Tools – Print – Page setup**
7. Change all margins to 0.5
8. “Empty” header/footer data
9. OK and Close IE.