

UniSpace

# INSTALLATION GUIDE UNISPACE ARCHIVE

adelaide.edu.au

seek LIGHT

# **UniSpace Archive - Access**

# IMPORTANT

UniSpace Archive will currently only work using MICROSOFT EDGE in a Windows environment.

#### DIRECT LINK https://unispace-archives.adelaide.edu.au/

### **IMPORTANT**

If the webpage doesn't load and you get 'Unknown Browser', refer to following pages

## ACTION

LOG IN - using your supplied University "A number" (or contractors user name) and your password to UniSpace HOME



# **UniSpace Archive – Correct Browser**

#### **UNKNOWN BROWSER**

If you get the following **'ERROR MESSAGE'**, double check you are in **MICROSOFT EDGE** (not Chrome, Firefox etc) and follow the steps on the following pages

#### NOTE

As of May 2022, if you try to use IE Internet Explorer at the University, you will be automatically redirected to MICROSOFT EDGE



# **UniSpace Archive – Browser Settings**



# UniSpace Archive – Browser Settings

	💼 🛛 🚳 Dv Web Server - Unsupported b 🗙 🐯 Settings	s × +	
	← → C ⋒ @ Edge   edge://settings/defaultBrowser		to te 🕀 😩 ··
		Your browser is managed by your organization	
3. ACTION	C. Minut		
	Settings	Default browser	
Select Default Browser	Q \$earch settings	Make Microsoft Edge your default browser	Make default
	a Profiles		
	Privacy, search, and services	Internet Explorer compatibility	
	Appearance Start, home, and new tabs		
	Share, copy and paste	Let Internet Explorer open sites in Microsoft Edge ⑦	Incompatible sites only (Recommended) 🗸
	Cookies and site permissions	When providing in internet explorer you can choose to automatically open sites in Microsoft Edge	
4. ACTION	Default browser		
	28 Family sefety	Allow sites to be reloaded in Internet Explorer mode (2)	Allow
Select Add	At Languages	Explorer mode	
	Printers	Internet Explorer mode pages	Add
To the <b>Internet Explorer mode pages</b> add	System and performance	These pages will open in Internet Explorer mode for 30 days from the date you add the page. No pages have been added to the Internet. Explorer mode list yet.	
https://unispace-archives.adelaide.edu.au	C Reset settings		
	Phone and other devices Accorribility		
	About Microsoft Edge		
	Allow sites to be reloaded in Internet Explorer mode ⑦		
	When browsing in Microsoft Edge, if a site requ	ires Internet Explorer for compatibility, you can choose to re	eload it in Internet
	Explorer mode		
NOTE	Internet Explorer mode pages		Add
NULE MICEOSOFT EDCE assigns a default	These pages will open in Internet Explorer mod	e for 30 days from the date you add the page. You have 1 pa	age that'll automatically open in
expired date for pages to load in IE mode	Internet Explorer mode.		
expiry date for pages to load in in mode.	Page	Date added	Expires
You will be required to re-Add this			
address every month	https://unispace-archives.adelaide.e	edu.au/ 5/3/2022	6/2/2022
·			

# **UniSpace Archive – Access**



# FAQs

#### Who are the BSI Team

The Business Services & Improvement Team is part of The University of Adelaide's Infrastructure Branch.

How do I contact the BSI Team Contact BSI Team via email <u>Contact Us</u>

I have forgotten the website https://unispace-archives.adelaide.edu.au/

#### I have forgotten my password?

Contact BSI Team via email to have your password reset Contact Us

#### I would like to make a suggestion / improvement OR there is an issue with the Application I am using

Create a Service Request via UniSpace Home, with the Type of Request as "UniSpace" https://unispace.adelaide.edu.au

revision	comment	date
-	document created	2019-08-06
A	ITDS hyperlinks updated	2021-08-12
В	updated for Edge browser	2022-05-03



# THE UNIVERSITY of ADELAIDE

**CRICOS Provider Number 00123M**