

DEP Oracle Applications – Installation Instructions

The DEP Oracle Applications (DEP Apps) have been upgraded to Oracle 11g. Two things will occur the first time you log into the application:

- Java version 1.7_25 will be downloaded from the server and installed on your computer, and
- For users of EPA Payroll Tracking (EPA_PTS) and Mailing Labels (MLS), program files will be loaded into your profile on your computer.

Step 1: Install Java

Begin by clicking on the new DEP Apps URL:

https://portal.lb.state.me.us/forms/frmservlet?config=dep_forms_apps

You may receive a Security Alert. Click OK.



Note: Some users may see a bar at the top of Internet Explorer, telling them that the website wants to install Java 7 Update 25. **DO NOT CLICK ON THE X IN THE RIGHT CORNER.** Left-click anywhere along the bar and select "Install this Add-on for All Users of This Computer..." Other users may not.

You will then receive the following dialog box asking if you want to install Java:



Click on the down arrows next to More options.

DEP Oracle Applications – Installation Instructions



Select 'Always install software from "Oracle America, Inc."' and click on Install. A Java installation window will open.



Click Install.

(If you get an error asking you to close a program, please Close and Continue.)



At the next dialog box, please uncheck both browser add-ons from Ask.com. Uncheck “Install the Ask Toolbar in Internet Explorer” and uncheck “Set and keep Ask as my default search provider in Internet Explorer.” Click Next >.

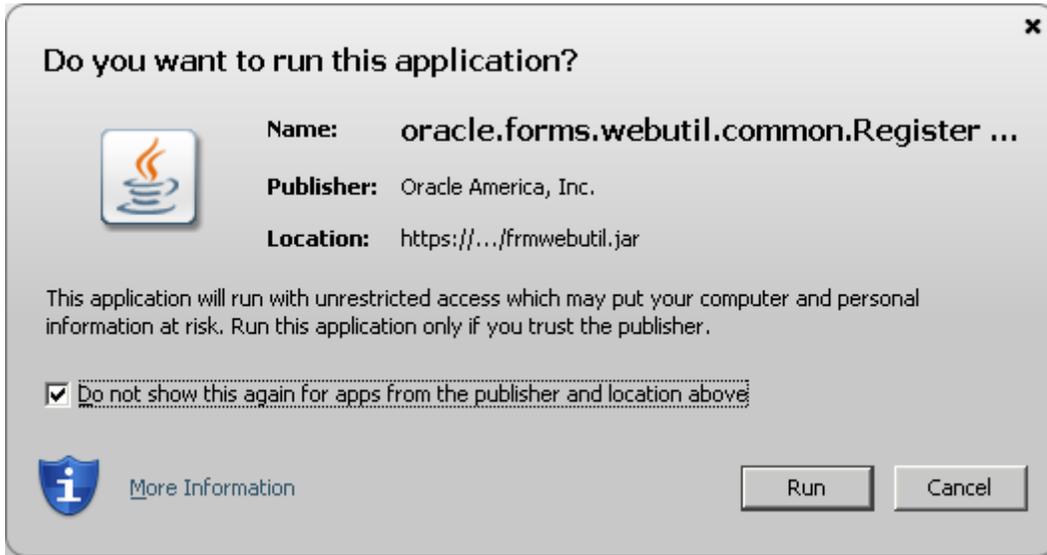
Be patient – Installation may take a couple of minutes. You will be taken to the Java website when finished. Some users may be asked to close and restart their browser.

Step 2: Install specific DEP Apps software

If the DEP Apps Log In screen did not appear once Java was installed, restart Internet Explorer and open DEP Apps again using the URL:

https://portal.lb.state.me.us/forms/frmservlet?config=dep_forms_apps

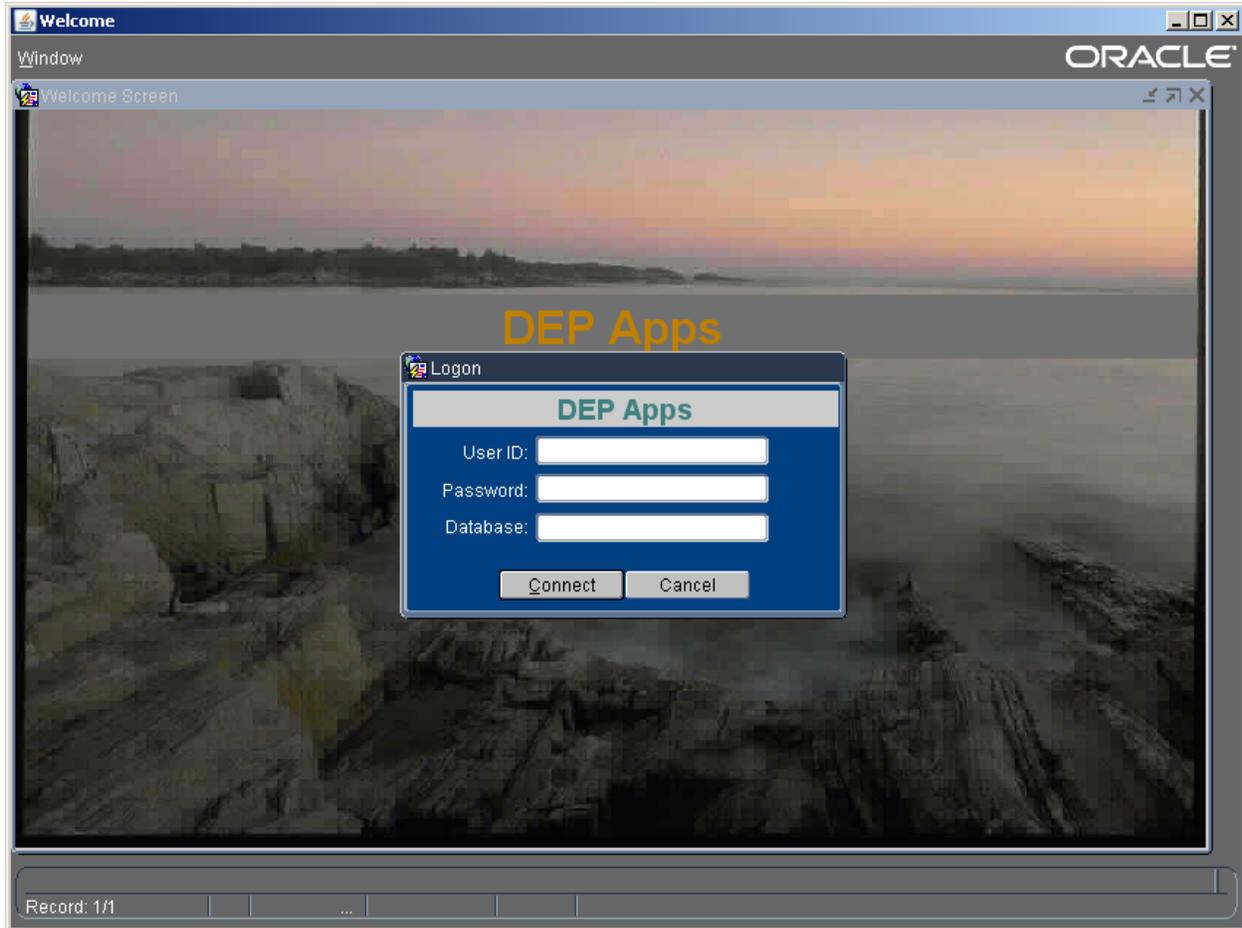
This is the first of several dialog boxes.



Check the box next to “Do not show this again for apps from the publisher and location above” and click on Run.

DEP Apps will then open.

DEP Oracle Applications – Installation Instructions



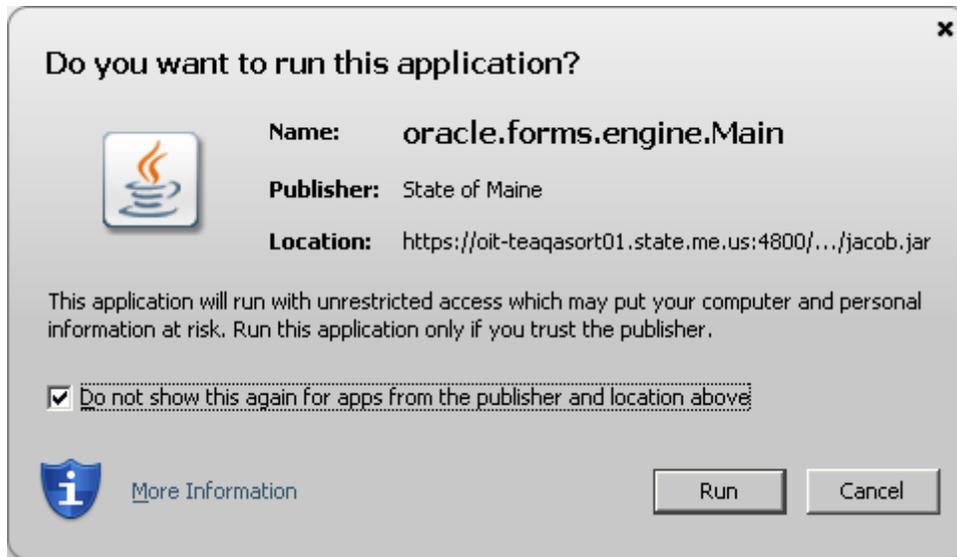
Log in to the DEP Apps using your credentials.

Username: EI*****

Password: *****

Database: DEPMAIN

Select your program and additional downloads may occur. For example, I entered ATS and got this screen before I could continue:



Your application will then open.

Note: When you exit DEP Apps now, the browser tab also closes automatically. For Internet Explorer, if you have no other tabs open, this will close the browser.

Please be sure the change bookmarks and desktop shortcuts to the new URL.