How to add website to Trusted Sites list

If you are having issues at times accessing a website or pages on a website, you may need to add the site to the trusted web sites list. Below are instructions on how to add a website to the trusted websites list.

Internet Explorer

1. Open Internet Explorer. Navigate to the Tools menu option and scroll down to the Internet Options menu option. The Internet Options box appears.
2. Select the Security Tab.
3. On the Security Tab, select the Trusted Sites Option (green check mark).
4. From the trusted sites option, click the button labeled “Sites”. The trusted sites box will appear.
5. In the “add this website to the zone” field, type in the address of the site you would like to add to the trusted sites (ex. http://www.uta.edu, https://www.uta.edu).
6. Click the close button when sites have been added. Then click the ok button to exit out of internet option.

Tip: use the “wildcard” character (*) to cover multiple pages on one site or the entire site.

Mozilla Firefox

1. Open Mozilla Firefox. Navigate to the Tools menu option and scroll down and select the “Options” menu option.
2. When the Option Window opens, select the “Security” Menu item.
3. On the security menu tab, click the button labeled “Exceptions”. The “Allowed Sites/Add-Ons Installation” box opens.
4. In the Add Website field, type in the website you would like to add and exception for (ex. http://www.uta.edu, https://www.uta.edu). Click the allow button to add the site. Click the close button when all sites have been added.
5. Click the ok button to exit the option box.

Tip: use the “wildcard” character (*) to cover multiple pages on one site or the entire site.

Apple Safari (Mac OSX)

1. Open Safari. Access the website that you want to be a trusted site. The Safari Verification box appears.
2. Click the “Always Trust” checkbox to make the site a trusted website. Click the continue button, the mac authentication box appears. Type in username and password “FOR YOUR MAC”, and click enter.
Apple Safari (Windows)

1. Open Safari. Access the website you want to be a trusted website. The Safari Verification box appears.
2. Click the button “Show Certificate”. The certificate window will appear. Click the button “Install Certificate”. The “Certificate Import Wizard” Appears.
3. From the Import Wizard, Click the Next Button to advance to the next page. On the “Certificate Store” Page, select the “Automatically Choose” radio button (first option). Click the next button.
4. Click the finish button to accept the certificate. A confirmation box will appear, click ok to close the box.

Google Chrome

Google Chrome uses the setting in Default Internet Option feature for both Mac OS X and Windows.

If you have any issue, you will need to contact the OIT Help Desk @ 817.272.2985 or helpdesk@uta.edu. Or contact the companies of the respective web browsers.