Adding Tk20 as a Trusted Site

If Tk20 is consistently logging you out, timing out, or preventing you from downloading files or attachments, you need to add Tk20 to a list of trusted sites in Internet Explorer. Follow the steps below to complete this procedure.

Required Materials

- Microsoft Internet Explorer

Directions for Adding Tk20 as a Trusted Site to Internet Explorer

1. Open Internet Explorer.
2. Click on the Tools Menu (typically at the top of the browser window below the search and address bar).
3. Click on Internet Options.
4. Click on the Security tab at the top of the Internet Options window.
5. Click on the Trusted Sites icon.
6. Click on the Sites button.
7. In the top field labeled “Add this website to the zone”, enter this address.
   a. https://keene.tk20.com
8. Click Add.
9. ALSO! Be sure to add the new Tk20 Admissions module site as a trusted site.
   a. Enter https://admissionskeene.tk20.com into the field labeled “Add this website to the zone”.
10. Click Add.
11. Click Ok until all windows are closed.
12. Visit http://keene.tk20.com/ to ensure that files can now be downloaded and no login problems exist. If the problem still exists, please contact the Unit Administrator for more assistance.