As of March 1, 2010, any https://ris01.utmem.edu (iMedRIS) bookmarks/favorites will cease to work due to the expiration of the UTMEM.EDU domain name. The bookmark/favorite needs to be updated to https://ris01.uthsc.edu so that you can still bring up the iMedRIS log-in page on your internet screen. If you are on campus, you should complete the migration process and configure your computer/device to use the UTHSC domain name according to the directions at http://www.uthsc.edu/domainchange/config_windows.php. This will automatically update your bookmarks with the uthsc domain.

If you access ImedRIS off campus you will need to follow the instructions below. [You may not have bookmarked or made this page a “favorite” page. If you haven’t done so, you can disregard the instructions below. If you would like to bookmark the new iMedRIS page or make it a “favorite” page (for quick access to it), we can show you how to do this at the next IRB meeting. Also, any bookmarks on your account on the thin clients we use at the meeting will have to be updated. We will be happy to help you do this at the next meeting.]

You can modify the existing bookmark/favorite for https://ris01.utmem.edu, or you can delete the bookmark/favorite and create a new one. Listed below are directions for modifying the bookmark/favorite.

### Internet Explorer 6, 7, or 8

1. Open Internet Explorer.
2. Click Favorites from the menu bar at the top of your internet screen and then locate the iMedRIS (IRIS Log In) bookmark/favorite.
3. With your mouse, “right-click” the iMedRIS (IRIS Log In) bookmark/favorite and then select Properties from the drop-down menu that appears.
4. A pop-up window will appear (you may have to open the pop-up window from a yellow bar that will appear across the top of your internet screen). Change the mem to hsc in the address.
5. Click the Apply button located at the bottom of the pop-up window.
6. Click OK.

### Firefox

1. Open Firefox.
2. Click Bookmarks from the menu bar at the top of your Internet screen and then locate the iMedRIS (IRIS Log-in) bookmark.
3. With your mouse, “right-click” the iMedRIS (IRIS Log In) bookmark and then select Properties from the drop-down menu that appears.
4. A pop-up window will appear (you may have to open the pop-up window from a yellow bar that will appear across the top of your Internet screen).
5. From Location, change mem to hsc.
6. Click the Apply button located at the bottom of the pop-up window.
7. Click Save.

### Safari

1. Open Safari.
2. Click Bookmarks from the menu bar.
3. Click Show All Bookmarks.
4. Locate the iMedRIS (IRIS Log In) bookmark.
5. With your mouse, “right-click” the iMedRIS (IRIS Log In) bookmark and then select Edit Address from the drop-down menu that appears.
6. Change mem to hsc.

### For Macs

1. Open Safari.
2. Click on Bookmarks from the menu bar at the top of your Internet screen and then locate the iMedRIS (IRIS log-in) bookmark.
3. Select the Bookmark for https://ris01.utmem.edu. A screen will appear that says, This Connection is Untrusted.
4. Next to the address (https://ris01.utmem.edu), you should see a blue star. Click on the blue star. A grey box will appear on your screen labeled, Edit this Bookmark.
5. Click Remove this Bookmark.
6. Next, type https://ris01.uthsc.edu in the address bar. This will take you to the iMedRIS log-in page.
7. Click on Bookmarks and select Bookmark this Page. A grey box will appear on your screen labeled, Edit this Bookmark.
8. You should see IRIS: Log in under Name, and on the next line under Folder, be sure to select Bookmarks Menu.
9. Click Done in the lower right corner of the grey box.