

ACCESSING CAMIS 8I FOR THE FIRST TIME

Click on the link below.

<http://dcam.famis.com:7777/forms/frmservlet?config=dcamprod>

Upon opening the CAMIS 8i URL, you will need to save it for easy access in the future. There are two simple ways of completing this task.

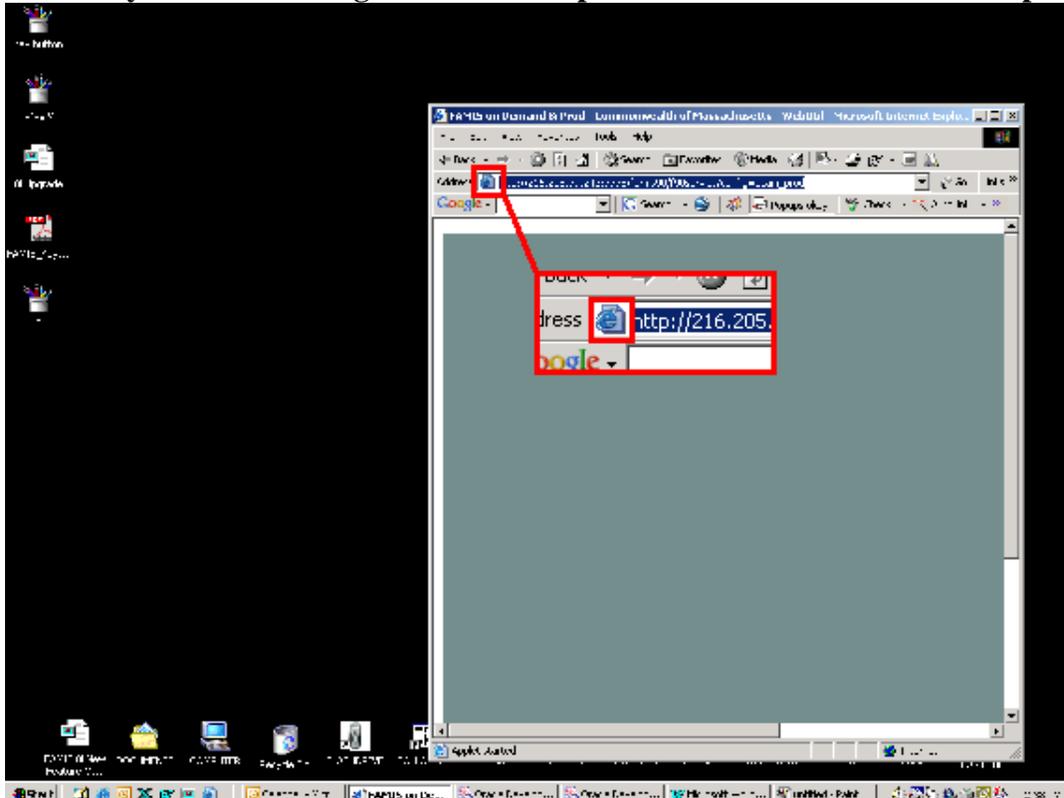
1. Add the URL to you favorites folder on in Internet Explorer.

Do this by going to the 8i URL and click on the **FAVORITES** button. Then click **Add to Favorites**. Finish by selecting **OK**.



2. Drag and drop the 8i URL to your desktop.

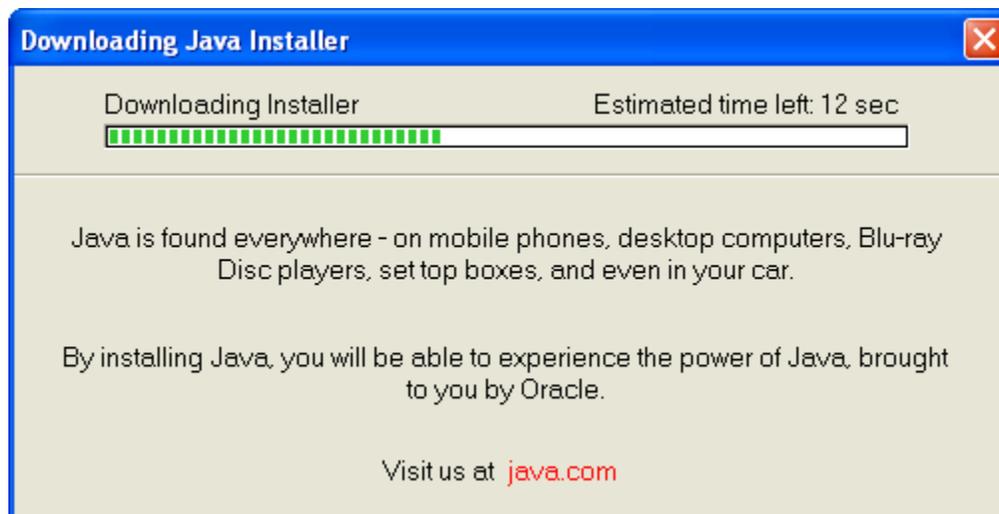
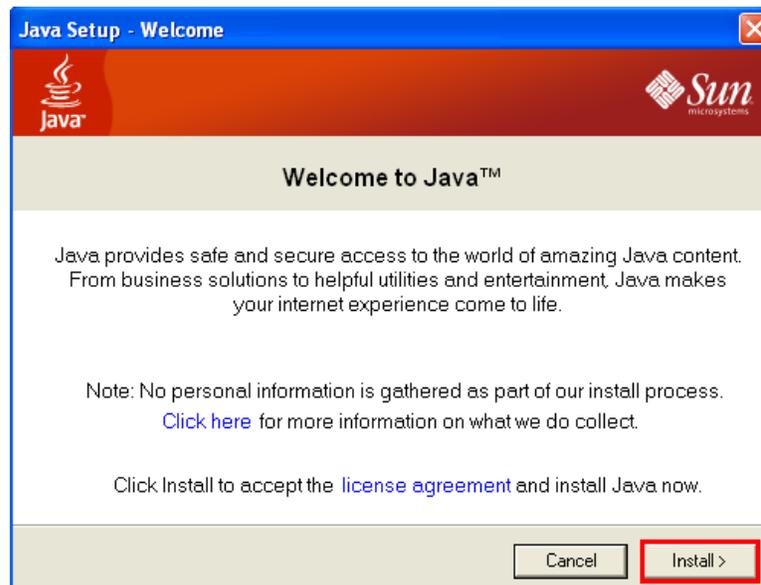
Do this by first minimizing the Internet explorer window so that the desktop can be seen.



Then use your mouse to grab the  that is next to the URL and drag it onto your desktop. You will be prompted to "Create Shortcuts here" on the desktop.

Once these steps have been completed, you can continue with the Process of loading CAMIS and specifically the "Java Runtime Environment" onto our PC.

You will be prompted to download the Java Runtime Environment. You may need Administrative Privileges on your network to install this download. If so, please contact your IT department. Depending on what windows version you have, you may or may not see all of these windows.

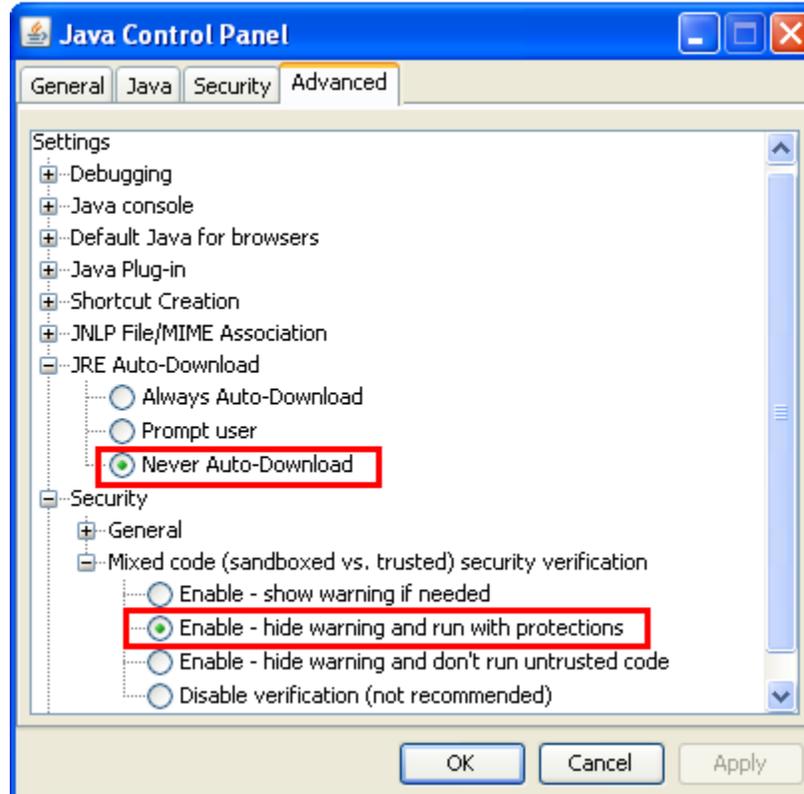


After the Java runtime has installed the common CAMIS grey screen should appear, followed by the CAMIS login screen. . Please log in with your regular username and password.

CAMIS Java Runtime Environment Auto Download Disable

To disable, select your desktop START BUTTON, then CONTROL PANEL.

Select the JAVA Icon  and select the ADVANCED TAB. Under the JRE auto-download make sure NEVER AUTO DOWNLOAD is highlighted.



If you have any problems with this procedure, feel free to contact the CAMIS Team for assistance.