

Quick Tips for using Covenant Eyes:

“CE” stands for Covenant Eyes.

- **Manual Login:** Right click on the **blue CE** icon (down by the your computer clock, lower right hand corner) and enter your CE ‘user name’ and ‘password’. If you click on your browser to go to your home page but have not logged in yet, you will see a Covenant Eyes login box appear. Enter your user name and password. Covenant Eyes will not allow any websites to appear until you login with your user name / password.
- **Automatic Login:** If you are manually logging into Covenant Eyes but you want to have it ‘automatically log you in’ do the following: Right click on the **blue CE** icon and click ‘configure’. Put a check in the box next to “Have Covenant Eyes automatically login for me”. Note: You must be manually logged in when you do this. Then click OK.
- **Avoid Email Pictures:** To totally avoid seeing any unwanted pictures or graphics in your email, check your email ‘BEFORE’ logging into Covenant Eyes. You may have the CE login screen appear, but ignore this and download and view your email. ALL pictures, graphics, banners, etc... will be blocked from appearing. Then login to CE when you are ready to go onto the Internet.
- **Session Timeout:** With manual login only, after 60 minutes of no Internet activity, Covenant Eyes will automatically log you out. You can change the time out setting to your preference. When you are logged out a red ‘X’ will appear over the blue CE icon. The preference allows you to change the Session Timeout to a time that best suits your situation.
- **Logging Out:** When leaving your computer for more than a couple of minutes and you are manually logging in, be sure to logout. Right click on the **blue CE icon** and click, Logout. (Internet access will be disabled.)
- **Logging In:** If you are unable to get on the Internet be sure there isn’t a **red ‘X’** over the **blue CE** icon by the clock. If there is you need to **‘login’ to Covenant Eyes. Be sure your password/user name is correct.** (Follow manual login procedure from above.)
- **Downloading to Additional Computers:** You may download Covenant Eyes **for free** onto any additional computer(s), whether at home or work. (To do this, go to our home page and click, “Download Software” on the left side. Click ‘covenanteyes.exe’ and follow the instructions. You will be prompted to enter your CE user name and password at the end of the download.
- **Viewing Accountability Logs:** Covenant Eyes reports may be viewed by accountability partners or members (users) by logging in to the ‘**Member Center**’ at our website (www.covenanteyes.com) with your CE user name and password. Click on the ‘Member Login’ and enter your user name and password. You will see a list of users to select from with report options and links on the right.
- **Accountability Partner Information:** Upon enrollment, Accountability Partners will receive an email with basic instructions directing them to set up a ‘user name’ and ‘password’ to view reports. They also have the option of selecting ‘how often’ to receive the reports.

- **Administrative Summary Reports:** Accountability partners who are monitoring four or more users may choose to use the “Administrative Summary Report” to view users on a single page. Log in at the 'Member Login' at: www.covenanteyes.com and click on 'View Summary Reports.' If you don't see the 'View Summary Report' option, email: support@covenanteyes.com with your user name and request to view the 'Administrative Summary Reports'. Then login again and check for the feature.
- **Office Use:** If more than one person is using your computer be sure to '[logout](#)' when you are finished with the Internet. (In an office setting logging out will protect your computer and integrity and not allow others who are not registered with Covenant Eyes to log on the Internet using your computer.)
- **Fast User Switching:** Covenant Eyes, when used on Windows XP and Macintosh OS X 10.4, can be set up for Fast User Switching. This means in a family with one computer, each person could login to CE when they switch to their own Windows/Macintosh profile, allowing their Internet activity to be recorded on their own CE username.
- **Computer Freezes:** If your computer freezes or does not allow you to login to Covenant Eyes to go onto the Internet, try re-starting your computer.
- **Wireless Hotspots:** If you are using CE version 3.6.7 or lower on a laptop with a wireless connection in an Internet Café or 'hot spot', please call 877-479-1119 opt. 1 and technical support will help you configure Covenant Eyes to work properly. If you are using CE version 3.6.8 and up, right-click on the CE icon (down by your clock), select 'Configure,' and put a check mark in the box next to 'Enable Secure Hotspots'.

Thank you for allowing us to serve you. Please help us get the news of Internet danger and Covenant Eyes out to people everywhere. Request our free brochures, power point, Word documents and pdf documents today. For more information, please call 1-877-479-1119 opt 3 or email: resources@covenanteyes.com.