Technical Requirements for Accessing the iCMS External Web Portal

Hardware Requirements

Personal computers or mobile devices with Internet connection.

Software Requirements

(a) combinations of operating systems and browsers supported by iCMS are as follows:

Personal Computers

Browser	Operating System		
	Microsoft Windows 8.1	Microsoft Windows 10	Mac OS X
Microsoft Edge	-	Yes	-
Safari	-	-	Yes
Mozilla Firefox	Yes	Yes	Yes
Google Chrome	Yes	Yes	Yes

Mobile Devices

Browser	Operating System	
	iOS	Android
Safari	Yes	-
Mozilla Firefox	Yes	Yes
Google Chrome	Yes	Yes

(b) browser settings to be enabled:

> - Javascript
> - Cookies
> - Transport Layer Security (TLS) v1.2 or above
> - Allow pop-ups from iCMS

Character Sets and Encoding

Information which contains English characters only shall be coded in American Standard Code for Information Interchange ("ASCII"), ISO/IEC 10646:2003 with Amendment 1 or ISO/IEC 10646:2011. Information which contains Chinese characters shall be coded with the Chinese and English characters in ISO/IEC 10646:2003 with Amendment 1 or the characters included in the Hong Kong Supplementary Character Set - 2004 (HKSCS-2004), or in ISO/IEC 10646:2011.

Submission of Documents using iCMS

(a) The documents shall not contain any computer instructions such as those as follows:

   (i) computer viruses/malware; and

   (ii) macros, scripts and fields that depend on the execution environment and the execution of which will cause changes to the document itself.

(b) The documents shall be prepared by using common word processing software (e.g. Microsoft Word, Pages, etc.). The file format (or the "save as type") of documents shall be as follows:

File Format[1]	Standard(s)
Text Format	Plain text format (TXT)
Formatted Document File Format	Rich Text Format (RTF); Word format (.doc); ISO/IEC 29500-1 format (.docx)
Portable Document Format	Portable Document Format (PDF)

(c) The access to or viewing of the documents shall not require password or access code of any form or invoking any decryption mechanism.

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[1] For documents that are of file formats other than those listed in the table, they shall be converted to the PDF format prior to submission to the Court.

(d) Other requirements include:

    (i)   to optimise image quality and file size, the resolution of a PDF image file shall be:

- at least 300 dpi; and

- in black and white or in 24-bit color depth[2]

    (ii)   to ensure maximum readability, for machine printed texts and/or numbers, proportionally spaced fonts with a font size between 12 and 14 points shall be used;

    (iii)   total size of document(s) submitted in each transaction shall not exceed 50MB;

    (iv)   the maximum length of each file name is 100 characters including space;

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[2] The conversion or similar process of coloured paper should be avoided where possible.