# Smoothwall Web Filter Management for Schools

**Status/Version: Issue 1.1**
**Effective: November 2013**
**Document Ref:  CITS SCH 005**

Coventry City Council

**CONTENTS**

## 1. Audience

This document is aimed at those responsible for managing the schools customisable internet filtering using the SWURL interface.

## 2. Introduction

Schools' ISP was changed from Redstone to Janet during July and August 2012.  Web filtering is now provided by centralised Smoothwall filters located in Coventry.  Each school has been given the opportunity to choose how they wish to manage internet filtering for their school.  This guidance note is aimed at schools that have chosen to manage this for themselves and who have appointed named individual(s) to do this.

**IMPORTANT  -  ICT MUST be notified of any changes to nominated users**

## 3. Requirements

A login to Smoothwall provided by the Council's Security Operations Team.  Once this has been set up you will receive an email from swurl@smoothwall.net giving you your login credentials and the URL to access the system.  **These login credentials are unique to you and may not be shared**. Each person who is authorized to make changes to the internet filtering for their school has their own individual login.

IT IS IMPORTANT THAT YOU TEST ANY CHANGES YOU MAKE SO THAT YOU ARE CONFIDENT THEY HAVE NO UNWANTED EFFECTS ON THE SCHOOL'S INTERNET ACCESS.

## 4. Process for Managing the Block and Allow Lists

➢ Login to https://swurl.smoothwall.net/login with the credentials you have been given.  You will be presented with a screen similar to the following:
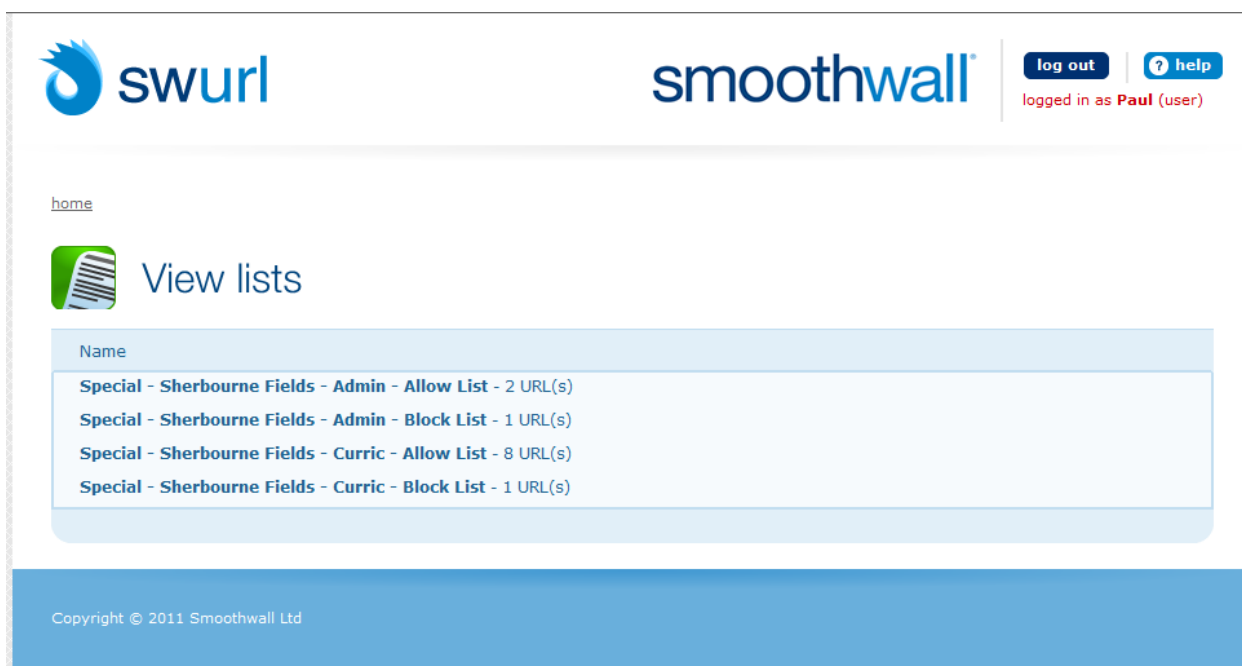


➢ Click on the list you wish to update (curric or admin / allow or block)

- Click "Add URLs"

- Add the URL you wish to be added.  Websites can be added either as a domain (bbc.co.uk) or as a specific URL (sport.bbc.co.uk).  It is not necessary to add www or http

- Note:  More than one entry can be added at one time – simply press return after each one.

Your list will be updated automatically and will become effective after 5 minutes.

The xxxx.do-not-remove.this entries were to ensure the sync was working when it was setup.  When you add in your first entry this can be deleted.

| Name | Delete |
|---|---|
| 1849.do-not-remove.this | ✖ |
| uk.linkedin.com | ✖ |

To delete a URL, simply click on the red X on the view list screen.

## 5.  Notes

- To allow or block **Facebook** via the Smoothwall filters you need to add both **facebook.com** and **fbcdn.net**

- To allow or block **YouTube** via the Smoothwall filters you need to add all of the following URLs: **youtube.com, ytimg.com, youtube.co.uk, ytimg.co.uk, c.youtube.com, m.youtube.com, youtube.com/videoplayback, redirector.c.youtube.com**

- The allow list is processed before the block list so if you have the same entry in both lists the effect will be to allow the access.

- There are some global policies on the central servers which aren't visible to you and that you cannot change.  These are in place to prevent accidental changes which could allow inappropriate content.

If you have any problems using SWURL or with webfiltering in general please contact the ICT Service Desk.
servicedesk@coventry.gov.uk
024 7678 6620

**Document Control:**

**Document Location:**  P:\CWS\IT Security\Schools Internet

## Version History

| Version | Status | Date | Author | Summary of Changes |
|---------|--------|------|--------|--------------------|
| 0.1 | Draft | September 2012 | Anne Heninghem | New guidance |
| 1.0 | Issue | October 2012 | Paul Jackson | Updated |
| 1.1 | Issue | November 2013 | Anne Heninghem | Added further URLs for YouTube |
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## Reviewers

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