

Specific Setup Information Windows XP Home Edition

1. Create a Dial Up Connection with The Internet Connection Wizard

Turn computer and modem (if external) on.

Use the mouse to click on the "Start" button, and choose "Run" from the start menu as in Figure 1.

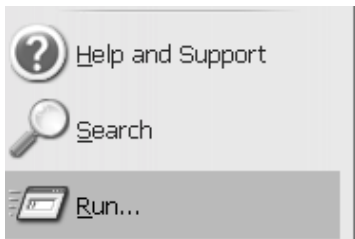


Figure 1. Start Menu Path

Delete any existing text in the "Open" field -- then type "inetwiz" as in Figure 2. Click the "OK" button.

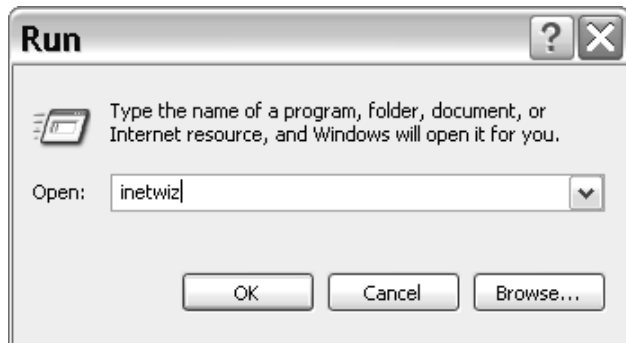


Figure 2. Type "inetwiz" in Run Box.

The Internet Connection Wizard will appear as in Figure 3.

Verify that "Connect using my phone line" has a dot next to it.

Click "Next."



Figure 3. Internet Connection Wizard

The "Step 1 of 3" screen will appear as in Figure 4., below. In the "Telephone number" box, enter the phone number of the library's modem pool listed on the *General Setup Information* handout.



Figure 4. Internet Connection Wizard -- Step 1 of 3.

Click the "Advanced" button.

In the "Advanced Connection Properties" screen, in the Connection tab, verify that Connection Type is set to "PPP" and Login Procedure is "None."

Click on the Addresses tab.

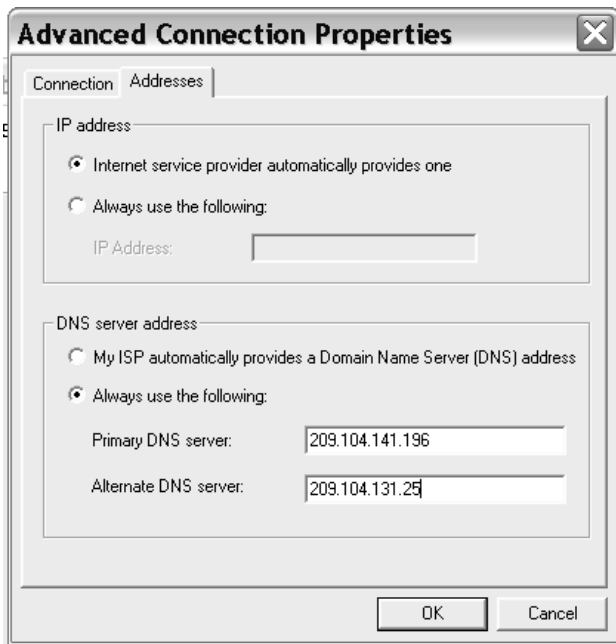


Figure 5. Advanced Connection Properties Window

Under IP address, select "Internet service provider automatically provides one." Under DNS server address, select "Always use the following:" then enter Primary and Alternate DNS server numbers listed on the *General Setup Information* sheet as Primary and Secondary DNS, as in Figure 5 above. Click "OK." You will return to the "Step 1 of 3" window.

Click "Next."



Figure 6. Internet Connection Wizard – Step 2 of 3.

You will see the "Step 2 of 3" window as in Figure 6. Type in your Username and Password located on the *General Setup Information* handout.

Note: The username is all small letters, and the password is *case sensitive*. It will appear as dots. Click "Next."



Figure 7. Internet Connection Window, Step 3 of 3.

Type a name for the connection, such as **Library** in the text box, as in Figure 7. If you are making a second connection for a family member, type their name, or "Library2." Click on the "Next" button.



Figure 8. Set Up Your Internet Mail Account

Metro Net does not provide an email account. If you have your own internet mail account, you may set it up here by choosing "Yes" and setting it up on your own. Otherwise choose "No."

Click "Next".



Figure 9. Completing the Internet Connection Wizard

The Wizard is now complete. Click "Finish."

2. Connect to the Internet!

Click "Start," "Connect to" and "Library" or the name of your Metro Net connection, as in Figure 10.

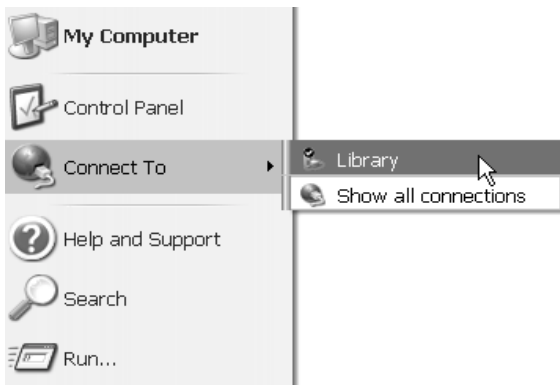


Figure 10. The Connect To > Library path.

In the "Connect.." Window (Figure 11), Check that username and password and phone number fields from the *General Setup Information* handout are correct. Be certain to enter upper and lower case letters as indicated. It is also important to distinguish zero's and O's and one's, upper case I's and lower case L's. You may wish to check the "Save this user name and password for the following users" box to avoid typing it in every time you connect.



Figure 11. Connect Window

Click on the "Dial" button.



Figure 12. The Connecting Library Box

The screen will show your modem pool number.



Figure 13. Verifying username and password...

If the library's modem answers, it will check to see that your username and password are correct, as in Figure 13. If the line is busy, it will automatically redial, unless you click the "Cancel" button.

When you connect, will see a screen that says "Registering your computer on the network." After you are connected, there will be Connection Status icon in the tray next to the clock, as in Figure 14.

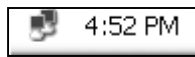


Figure 14. Connection Status Icon

The monitors in the icon flash when computer sends and receives data.

3. If you have problems ...

If the modems don't answer, you may see a message indicating that all of the library's modems are busy. Your computer will redial.

If there's a problem with your modem or phone line, you may see a "No dial tone" message. In this case, you will need to refer to the "If you are unable to connect" section of "General Setup Information Read Me First."

4. After you are connected

You are ready to start your Web browser software by double clicking on the Netscape or Internet Explorer icon on your desktop or in your Start Menu.



Figure 15. Common Browser Icons

The browser will open up to its default home page. If you'd like to go to the Library's Web Site, enter the web address in the address or location bar.

5. To Disconnect

To quit, close your browser software, e.g., File then Exit, or click on the bright red 'X' in the corner.

Double click on the connection icon shown in the taskbar, near the clock in Figure 14, above.

You will see a picture similar to Figure 15.

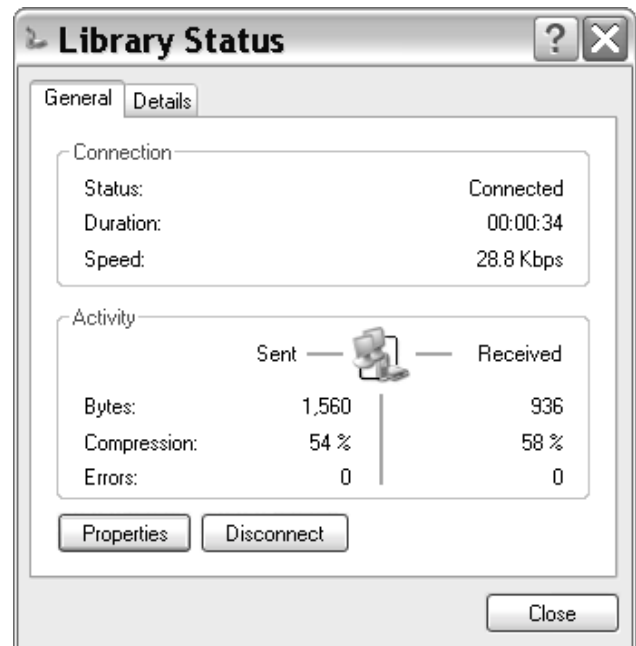


Figure 16. The Status window.

Click on the "Disconnect" button.