

## Laptop setup on a home network

The following are some pointers to check. and a rough “how to” guide

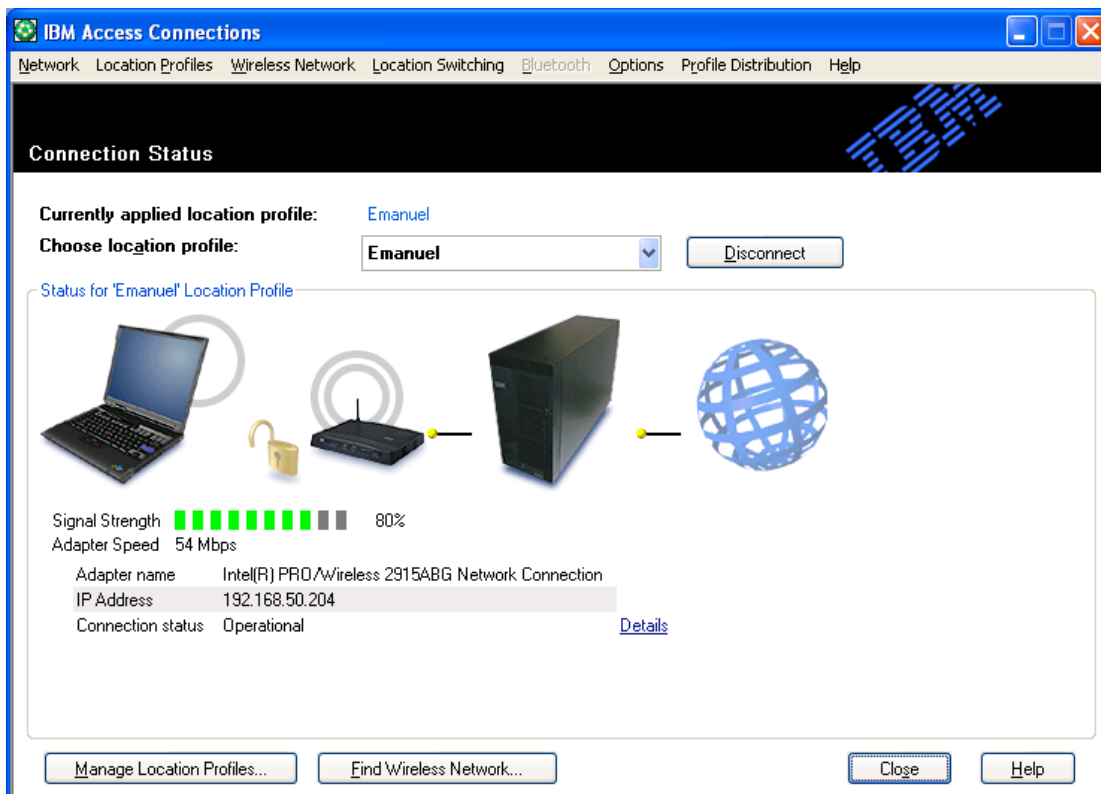
1. Firstly you need to have administrator rights on the laptop.

This can easily be checked by clicking on Start Button,  
Then Control Panel, Then User Accounts. You should see the student name in the list  
As an Administrator.

2. The student needs close all programs, and shut the laptop down completely before  
leaving school for home (Not just close the laptop lid and put it on standby / hibernate)

3. The program for creating and editing Network Connections is called  
**IBM Access Connections.**

This can be accessed by an Icon in the system Tray. Bottom right corner of the screen  
near the clock. Alternately it can be accessed by Start, All Programs, IBM Programs,  
IBM Access Connections.



Select Manage Location Profiles. Then select New Location Profile. You can enter in the network name. eg Home

The screenshot shows the 'Choose Your Connection Type' dialog box. It has a blue title bar with the text 'IBM Access Connections'. Below the title bar is a black header with the text 'Choose Your Connection Type'. The main area contains four numbered sections:

1. Name of Location Profile: A text input field containing the word 'Home'.
2. Type of Network Connection: A dropdown menu with 'Best Available Wired or Wireless LAN' selected.
3. Optional Settings: A checkbox labeled 'Virtual private networking (VPN) connection' which is unchecked.
4. Quick Setup: A checkbox labeled 'Capture current system settings to create this profile' which is unchecked.

At the bottom right, there are four buttons: '< Back', 'Next >', 'Cancel', and 'Help'.

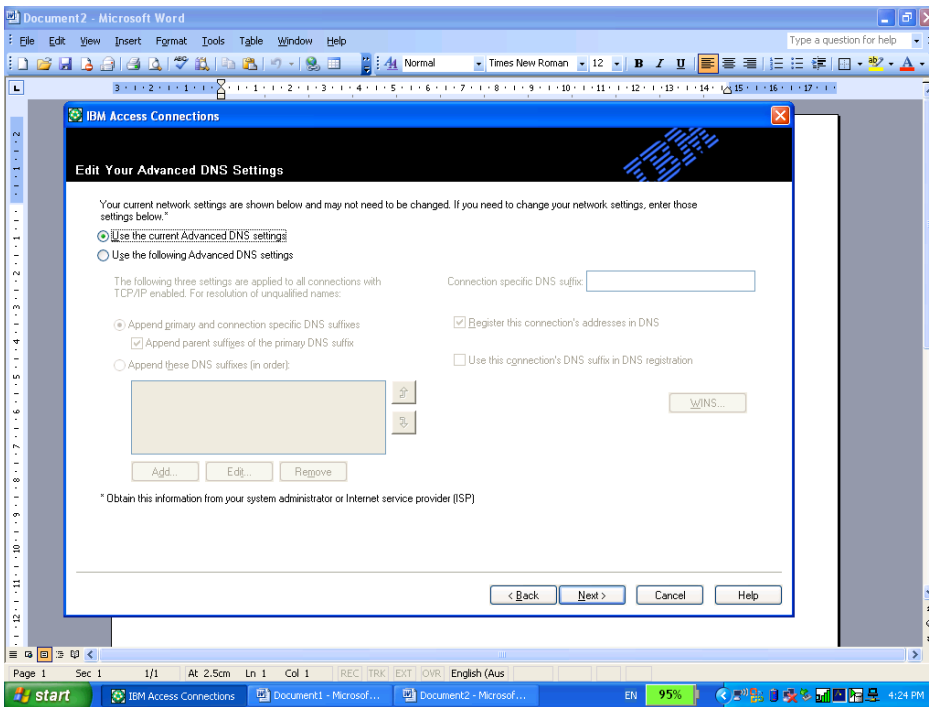
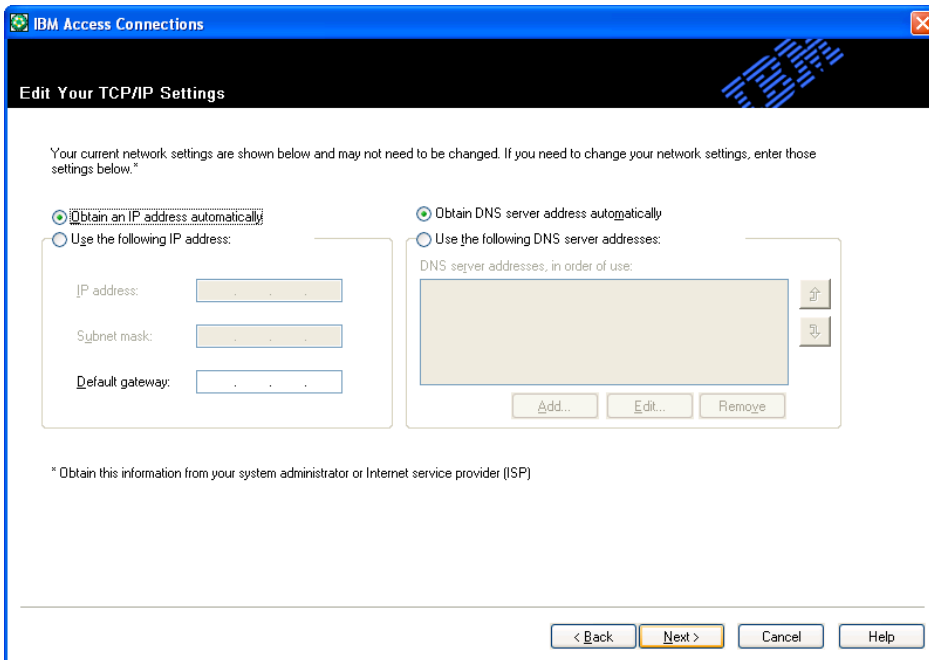
Follow the prompts to clicking Next to get to the next screen.

The screenshot shows the 'Choose Your Switching Rule and Network Adapters' dialog box. It has a blue title bar with the text 'IBM Access Connections'. Below the title bar is a black header with the text 'Choose Your Switching Rule and Network Adapters'. The main area contains the following elements:

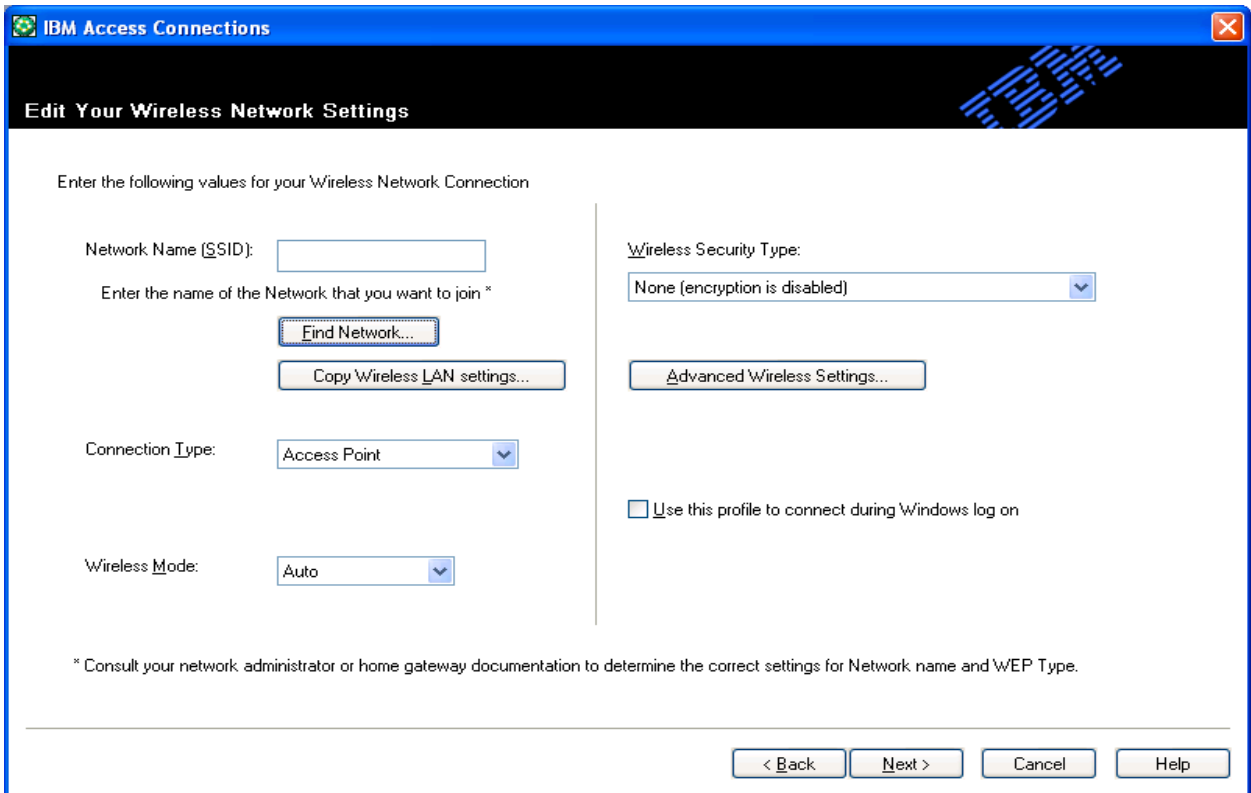
- Text: 'Select the connection switching rule and network adapters to use with this location profile'
- Text: 'While this profile is active:'
- Two radio buttons:
  - Selected: 'Automatically use the adapter with the fastest available network connection'
  - Unselected: 'Automatically use the adapter with the highest defined priority level'
- A table with two columns: 'Adapter name' and 'Adapter status'.

Adapter name	Adapter status
<input checked="" type="checkbox"/> Broadcom NetXtreme Gigabit Ethernet	Enabled, 1,000 Mbps
<input checked="" type="checkbox"/> Intel(R) PRO/Wireless 2915ABG Network Conne...	Enabled, 54/11/54 Mbps
- Text: 'Disconnect from the network and turn off any wireless radios associated with this profile when I switch to a different location profile.' with an unchecked checkbox.

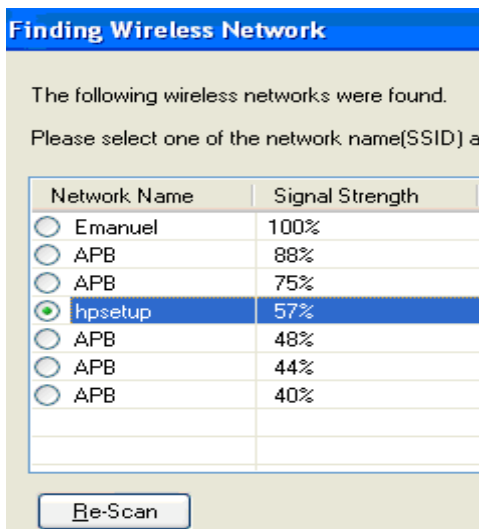
At the bottom right, there are four buttons: '< Back', 'Next >', 'Cancel', and 'Help'.



On the below screen you must press Find Network to connect to your home network



This will bring up a screen similar to the following



Select your Home Wireless router and then click OK.

The following screen allows you to configure the Internet Settings.

The best thing to do here is to Select

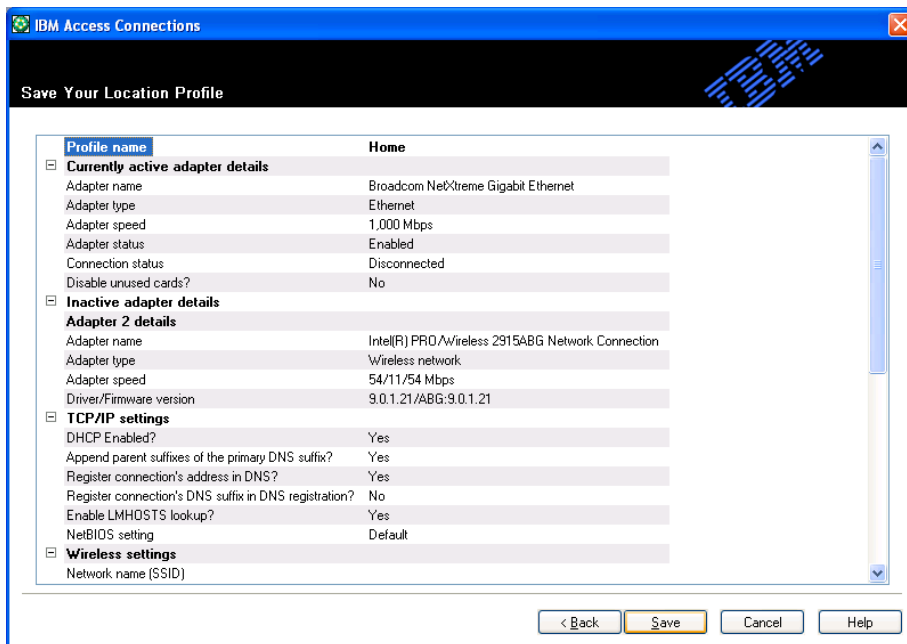
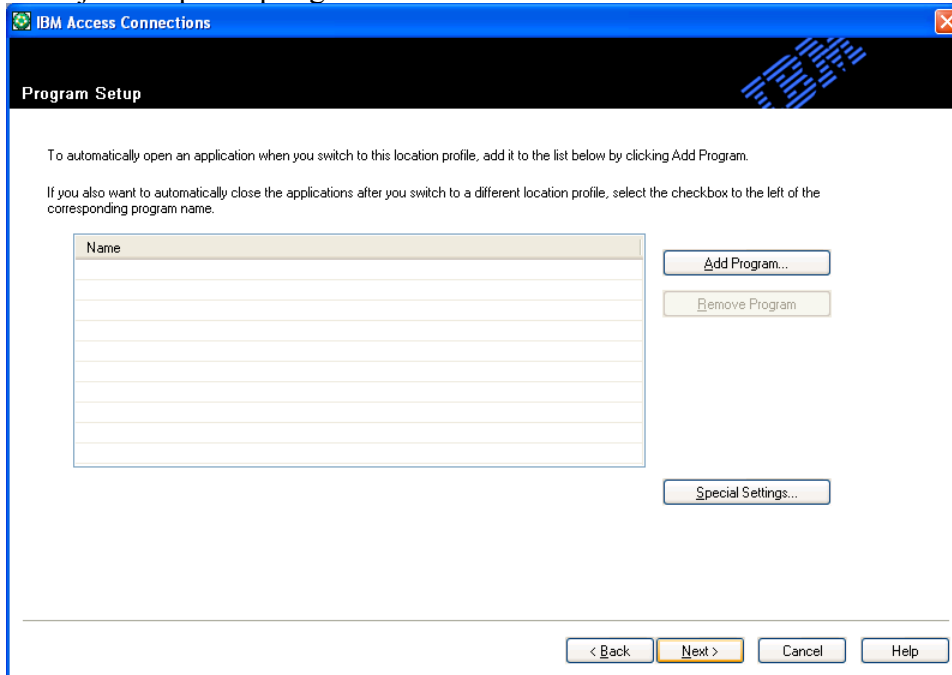
“ I don’t need to use a proxy server with this location profile”

The screenshot shows a dialog box titled "IBM Access Connections" with a sub-header "Edit Your Internet Explorer Proxy Settings". It features an Internet Explorer icon and a text field for the home page URL: "http://www.microsoft.com/isapi/redir.dll?prd=ie&pve". Below this, a note states: "Some locations may need you to enable or disable your proxy server settings.\*". There are two radio button options: "I want to use my current Internet Explorer proxy settings with this location profile" (with a "Current proxy settings..." button) and "I want to use the following Internet Explorer proxy settings with this location profile:". The second option is selected and contains two sub-options: "I don't need to use a proxy server with this location profile" (which is selected) and "This location requires a proxy server" (with a "Proxy settings..." button). A footnote at the bottom reads: "\* Obtain this information from your system administrator or Internet service provider (ISP)". Navigation buttons at the bottom include "< Back", "Next >", "Cancel", and "Help".

On the following screen please untick all boxes.

The screenshot shows a dialog box titled "IBM Access Connections" with a sub-header "Edit Your Security Settings". It contains the text: "You can choose to enhance security for your computer by selecting one or more of these options:". Below this are three unchecked checkboxes: "Disable file and printer sharing", "Protect my computer and network by limiting or preventing access to this computer from the Internet (Windows Firewall)", and "Disable Internet Connection Sharing". Navigation buttons at the bottom include "< Back", "Next >", "Cancel", and "Help".

Then just keep accepting the defaults until done.

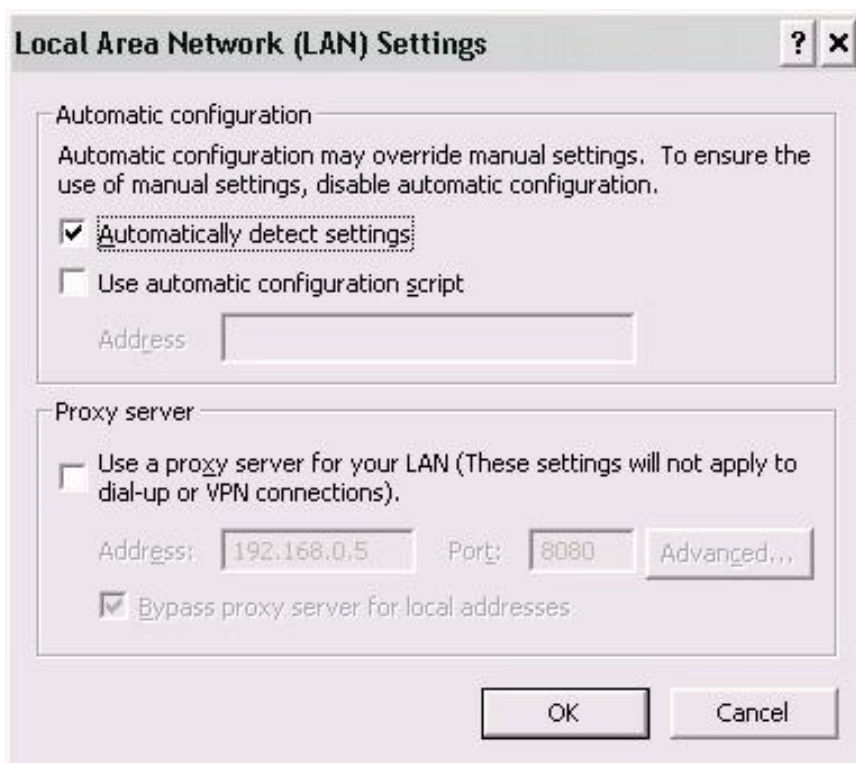


You now have a profile saved as "Home"

4. **Remember** the student needs close all programs, and shut the laptop down completely before leaving home for school. (This allows them to connect smoothly to the school network)

5. If you have successfully managed to connect to your home network but cannot open internet pages then here is something to check :=

Open Internet Explorer, Tools, Internet Options, Connections, LAN Settings and **untick** the use proxy server settings for Emanuel then **tick** on the “Automatically Detect Settings”



Please remember that these changes will need to be reversed for the student to use internet at school.

This scenario is more likely to occur with cable internet than with wireless.

**The Emanuel School / Emanuel School IT. Department accept no responsibility for Students' Home Network Setup. Our priority is to have the students up and running on the Emanuel School Network whilst at school.**

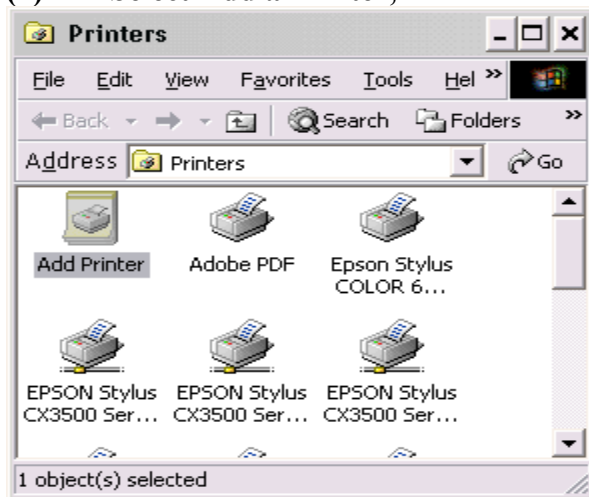
**If you are unsure about I.T. configuration please get a reputable I.T. person to set the network up for you.**

# How To Add a Home Printer or How to Change Printers

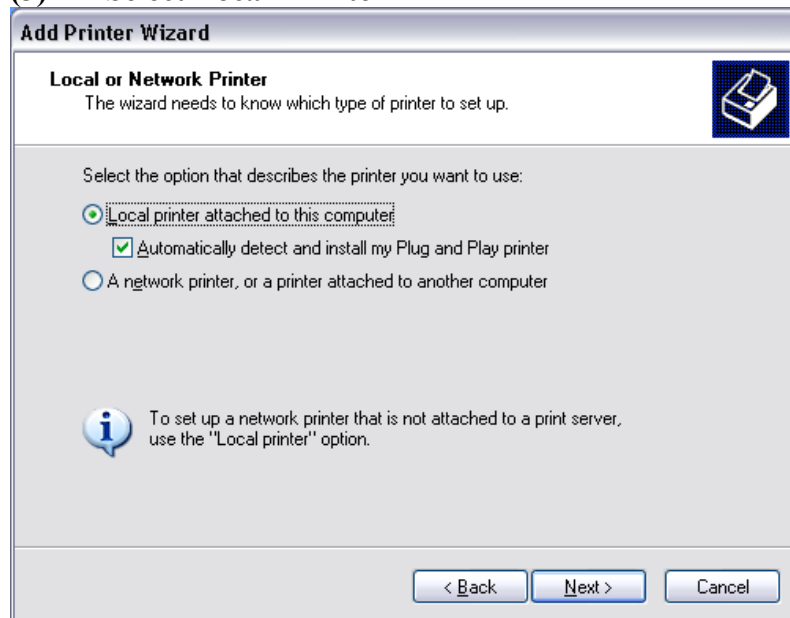
## (1) Open the Printers Folders

For Windows XP Computers  
Start, Printers and Faxes,

## (2) Select Add a Printer,



## (3) Select Local Printer



Then Click Next to Continue

You are then asked if you want to make it your default printer ?  
This is **your** choice.

Your default printer is the one that will be printed to automatically every time you print.  
(Unless you choose to print to an alternate printer)

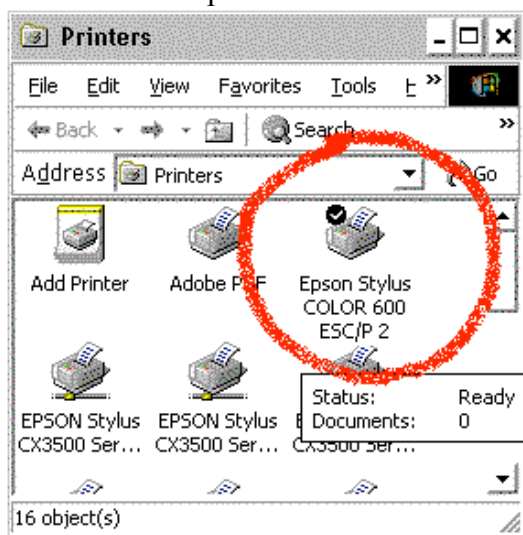
You may be asked to install the software / CD.  
Windows XP has a lot of the drivers already but it's always good to keep the software  
That comes with any device.

Follow all the prompts until finished .

### **Extra Information**

If you want to look at your current list of printers, Open the Printers Folder  
As in Step 1

The default printer will be the one with a tick mark beside it, like the diagram below.



- If you wish to change Default Printer,  
Right-Click on the One you wish and select Set as Default Printer.