

CT DIAL-UP INSTALLATION GUIDE FOR WINDOWS ME

SUMMARY

Covers setting up dial-up Internet service with windows ME.

Terminology and Settings:

UserID- username, account name, for example: freebird (all lower case letters)

Password- to prevent unauthorized usage of your Internet. Best passwords contain both letters and numbers, the longer the better.

Avoid common or close names, such as your child's, spouse's, dog's and/or interest's or hobby names.

Example of a good password: g6q7pa96i (all lower case letters)

E-mail name- "@ctcn.net" after username. Example: freebird@ctcn.net (all lower case letters)

E-mail server names:

Incoming mail (POP,IMAP, or HTTP) server- pop.ctcn.net (all lower case letters)

Outgoing mail (SMTP) server- mail.ctcn.net (all lower case letters)

DUN- Dial-Up Networking- Software allowing you to dial-up our Internet Access Server.

Outlook Express- E-mail software that enables you to send and receive email.

IE- Internet Explorer- Software that is used to browse the web.

Desktop- The first screen Windows shows right after booting. This screen contains icons for Windows navigation and starting programs.

CTCN's DUN Telephone number- 652-3524.

Note: If you experience difficulties configuring any aspect of this instruction guide call our 24-hour help line at 484-0999 Option 1.

INSTRUCTIONS

Windows ME

DUN

1) From your desktop, open up "My Computer" by double clicking on the icon "My Computer".

NOTE: Some computers are configured using only one click

2) The "My Computer" dialog box appears, within the details pane, look for the folder called "Dial-Up Networking". Double click to open the "Dial-Up Networking" folder.

3) The "Dial-Up Networking" dialog box appears, within the details pane, look for the DUN software icon called "Make New Connection". Double click on the icon "Make New Connection". This creates the connection and configures the properties of CTCN Internet services.

4) The "Make New Connection" dialog box appears, in the first field, under where it says "Type a name for the computer you are dialing", type CTCN. (Change the name from My Connection to CTCN). Then click Next >.

5) Type in the telephone number (6523524), where it says Telephone Number. You do not need the Area code.

NOTE: You need not put in a dash, Do Not put any spaces between the number(s).

Then click Next >.

6) Click Finish. A new Dial-Up Connection icon called "CTCN" will appear in your Dial-Up Networking folder.

7) To create a shortcut of your CTCN Connection to your desktop, right Click the CTCN Connection Icon and click "Create Short" and then click "Yes".

You can now log onto CTCN network and access the Internet by double clicking the "Shortcut to CTCN". Type in your User ID (without "@ctcn.net") and password. Check "Save password" if desired.

If you have CALL WAITING on your phone line, click "Dial properties". In the middle of this dialog box is a check box which says, "To disable call waiting dial:" and then an input field follows. On the end of the input field is a little black arrow pointing down, Click on this arrow for the pull down menu. Select "**70," in this menu. Check this box "To disable call waiting dial: [*70,]. Click OK. Click the "Connect" button, your computer will now dial and connect to the Internet.

Internet Explorer

1) To configure your Internet Explorer, all you need to do is tell IE what home page to use and what connection method to use. Start by opening "My Computer" from your desktop.

2) From "My Computer", open the "Control Panel". Once in the "Control Panel", Click on an icon that says "Internet" or "Internet Options".

3) You will find yourself in the "Internet Properties" dialog box in the "General" tab. The first option to configure here is your "Home page". We suggest you blank out what is in the input field and type "www.ctcn.net". You may use any Home page address to your liking.

4) Click on the "Connection" tab. For IE 5.0 and up, highlight CTCN in "Dial-up Settings" and click "Set Default". Fill in the radio button where it says, "Always dial my default connection". Click OK.

NOTE: For other IE versions, fill in the radio button where it says "Connect to the Internet using a modem".