

The instructions in this sheet are also linked from the Docking website (below):
 this sheet is produced only for the extra convenience of new users.

What is DHCP?

Computers on the campus network need to be set up to get a network address automatically from the ISS DNS servers, i.e. by using **Dynamic Host Configuration Protocol (DHCP)**.

Using DHCP is the default for all modern computers, so **MOST NEW USERS DO NOT NEED TO DO ANYTHING**: you just plug in, and “things work”, as described at the Docking Service website, <http://docking.ncl.ac.uk>

If — when you first try to connect to <http://docking.ncl.ac.uk> — your computer fails to “see” anything, then you need to check that DHCP is set up.

Re-setting DHCP is extremely simple. The instructions here are for Windows, but all operating systems have similar dialogues.

Mac and Linux users

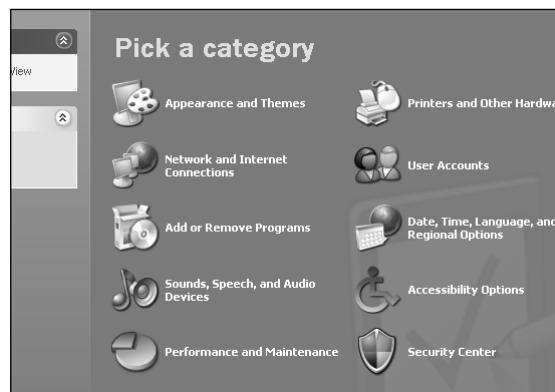
These instructions are for **Windows XP** and **Windows Vista** – the most commonly used operating systems at the University.

- **Apple Macintosh** users: please see the web page <http://www.ncl.ac.uk/iss/mac/docking.html>
- **Linux** users: please see the web page <http://linux.ncl.ac.uk/network/>

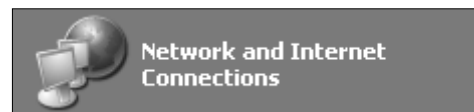
(You can use the Web from ISS PCs until your computer is set up.)

Instructions for Windows XP (SP2)

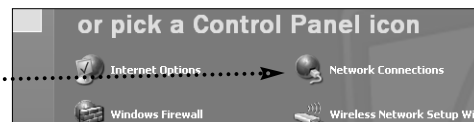
Click **Start**, select **Control Panel** and this window opens:



Click the category **Network and Internet Connections**



And then in the new window pick **Network Connections**.....

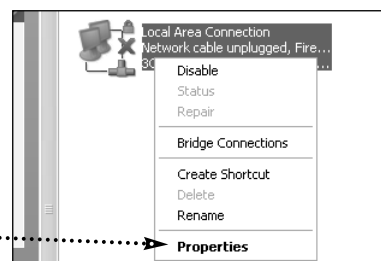


Then, if you are using a **docking point** (i.e. using a network cable), **RIGHT**-click on the entry for

Local Area Connection

and from the sub-menu which appears select

Properties

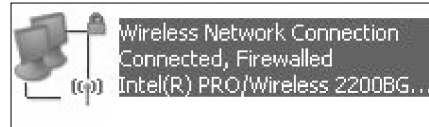


If you are using wireless, **RIGHT**-click on the entry for

Wireless Network Connection

and from the sub-menu which appears select

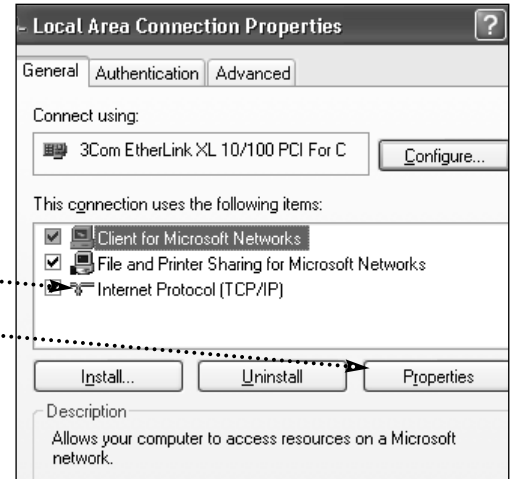
Properties



For both docking and wireless:, in the Properties window

Select **Internet Protocol (TCP/IP)**

then click the **Properties** button.



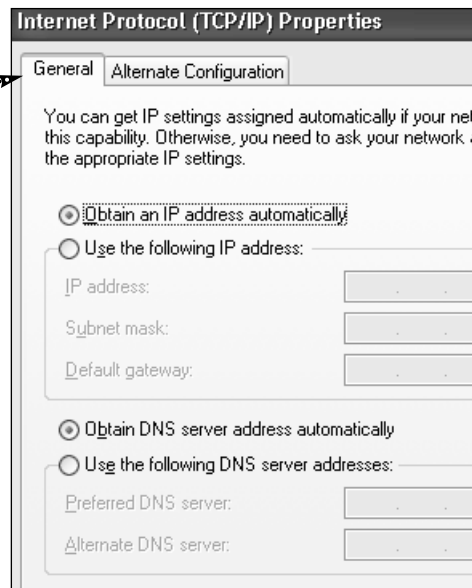
Under the **General** tab, these buttons should be checked:

Obtain an IP address automatically

Obtain an DNS Server automatically

Click **OK**,

then Click **OK** again in the next window that appears.



You've set up DHCP

Now you should be able to connect to the Docking Service website, and take the next two steps — set up a VPN, and set up the proxies.

The instructions are at the Docking website, <http://docking.ncl.ac.uk>

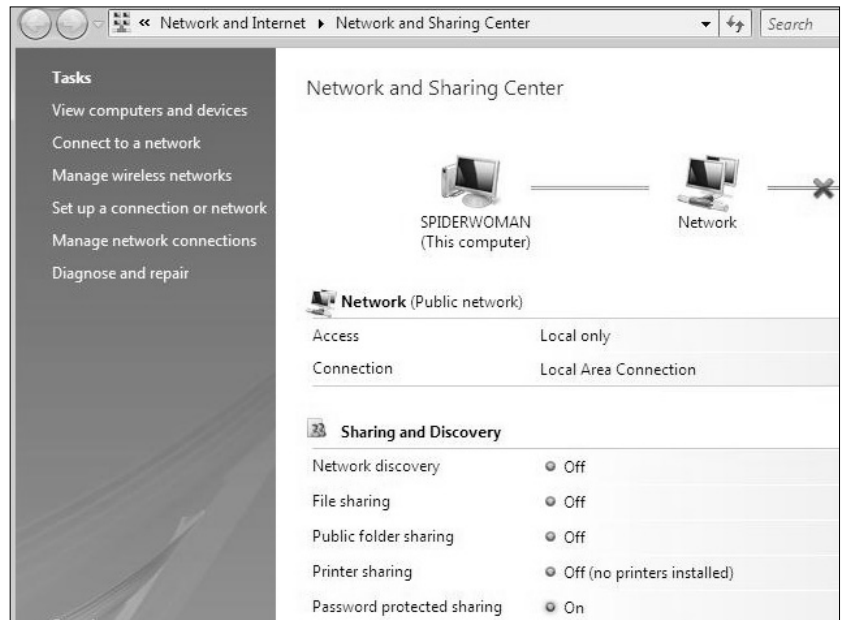
Instructions for Windows Vista

Click **Start**, then type **network** in the search box, but do **NOT** press the **Return** key!

Then click on **Network and Sharing Center**



Click **Manage network connections**.



If you are using a **docking point** (i.e. using a network cable), **RIGHT**-click on the entry for

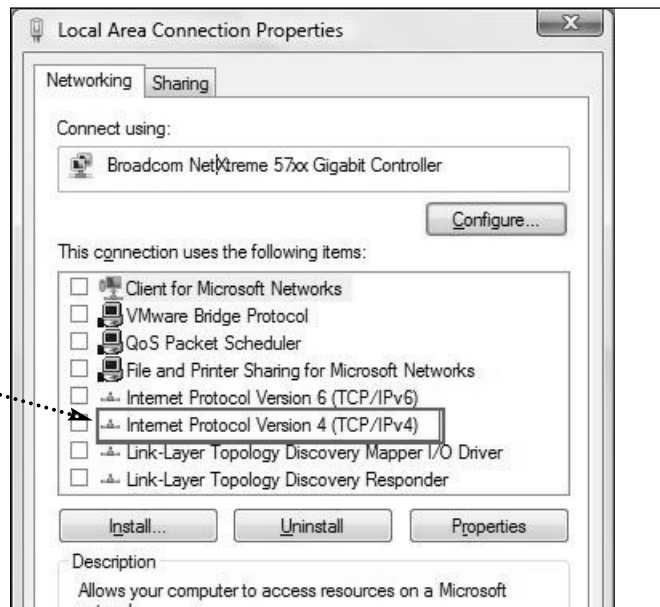
Local Area Connection

and from the sub-menu which appears select

Properties



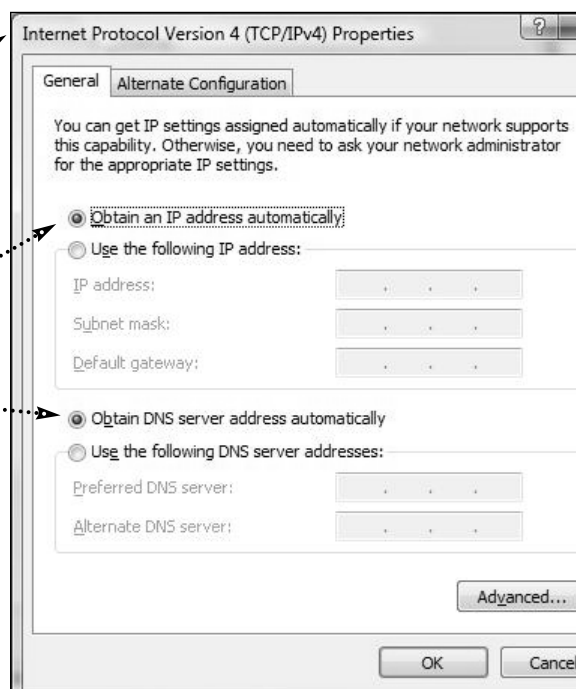
In the next window, **RIGHT**-click on the entry for
IP Version 4 (TCP/IPv4)
and from the sub-menu which appears select
Properties



In the TCP/IPv4 Properties window, under the
General tab, these buttons should be checked:
Obtain an IP address automatically
Obtain a DNS Server automatically

Click **OK**,

then Click **OK** again in the next window that
appears.



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