SETTING UP STUDENT
DIAL-UP INTERNET ACCESS
(REMOTE NETWORK ACCESS)
Win 95/98/ME

These instructions will show you the steps required to setup Windows's built-in Dial-up Networking so that you may connect to Nashville State Tech.

Creating a connection to Nashville Tech

Step 1

*Double Click* on “My Computer”

Step 2

*Double Click* on “Dial-Up Networking” (it is a link in Win ME instead of an icon)

If this is your first time opening this folder, the "Make New Connection Wizard" should start automatically so you can Skip Step 3 and proceed to Step 4.

Step 3

*Double Click* on "Make New Connection"

Step 4

Instead of "My Connection", name the connection "Nashville Tech”. It should look something like the picture to the right.

Then *Click* “Next >”.

Step 5

Type the phone number: **345-2600**. See example to the right.

Then *Click* “Next >”.

Step 6

Finally, *Click* "Finish."

You should now have an icon (similar to the one on the right) in your Dial-Up Networking folder.
Placing a Shortcut on the Desktop

Step 7
To make a shortcut on your desktop, **Hold down the left mouse button** and **Drag** the Nashville Tech icon you made in the Dial-Up networking folder to anywhere on your desktop wallpaper. Then **Release the left mouse button**.

You will be told you cannot move the item there... you will be asked if you'd like to make a shortcut to the item instead, **Click "Yes."** The result will be similar to the one to the right.

Connecting Up

Step 8
**Double Click** the icon you just created on your desktop and you will get this window:

Step 9
Enter your username and password

  - Your username is your eight-digit **CWID (College Wide Identification)**.
  - Your password is your six-digit **PIN (Personal Identification Number)**.
  - If you do not know these, please contact the Student Services Center, Office of Admissions (615) 353-3215 or Records Office (615) 353-3216.

  **Click** the "Connect" button.

Step 10
Your modem will dial and if all goes well it will proceed through the following dialog boxes: Verifying Username and Password, Logging on to the network,

You are **connected** with a baud rate and duration.

You may see the box to the right. This means you are successfully logged into Nashville State Tech.

To know for sure that you are connected, look to where the time display is located. You should see the something like what appears to the right.

**Double Click** the twin computer icon to see your connection status. It should look something like the one to the right.

You may now run your Internet programs such as Internet Explorer, Netscape, Eudora, Distinct, WS_FTP, etc.

**Be sure to close your connection (Disconnect) once you are finished using your Internet Programs.**