

# **How to Connect to USUHS Network remotely using Dial-up Method on Windows XP Operating Systems**

## **Description:**

This document describes how Windows XP users will dial into the new USUHS Dial up System.

## **Assumptions:**

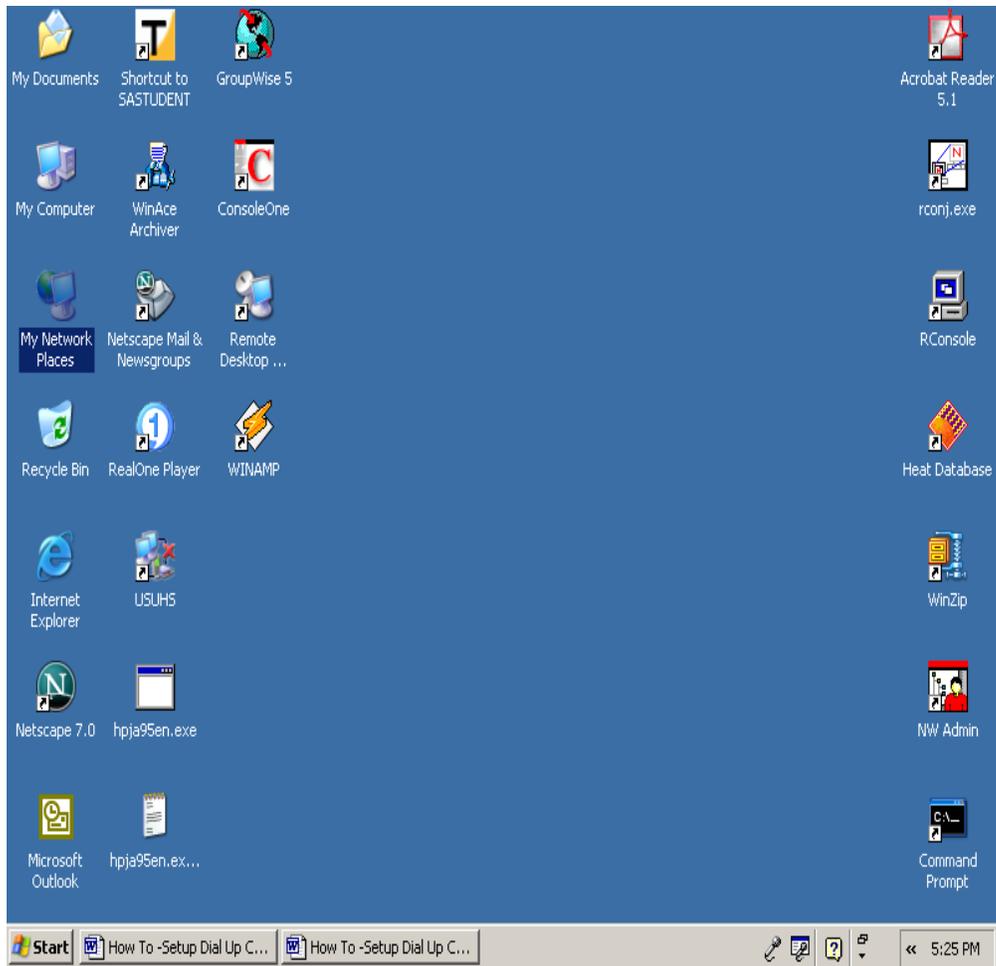
- The user has a method of establishing remote dial up connection.
- All components of the Dial up system are up and functional.
- Proper testing of modem or connection device has been done to assure connectivity
- User has a **DIAL-IN** account
- User has the necessary permissions to logon to the USUHS Network remotely
- User's workstation is running Windows XP Operating System

**\*\*\*\*If you have an existing dial-up connection to the USUHS Network and only need to change your phone number information, please follow the instructions starting on page 2.\*\*\*\*\***

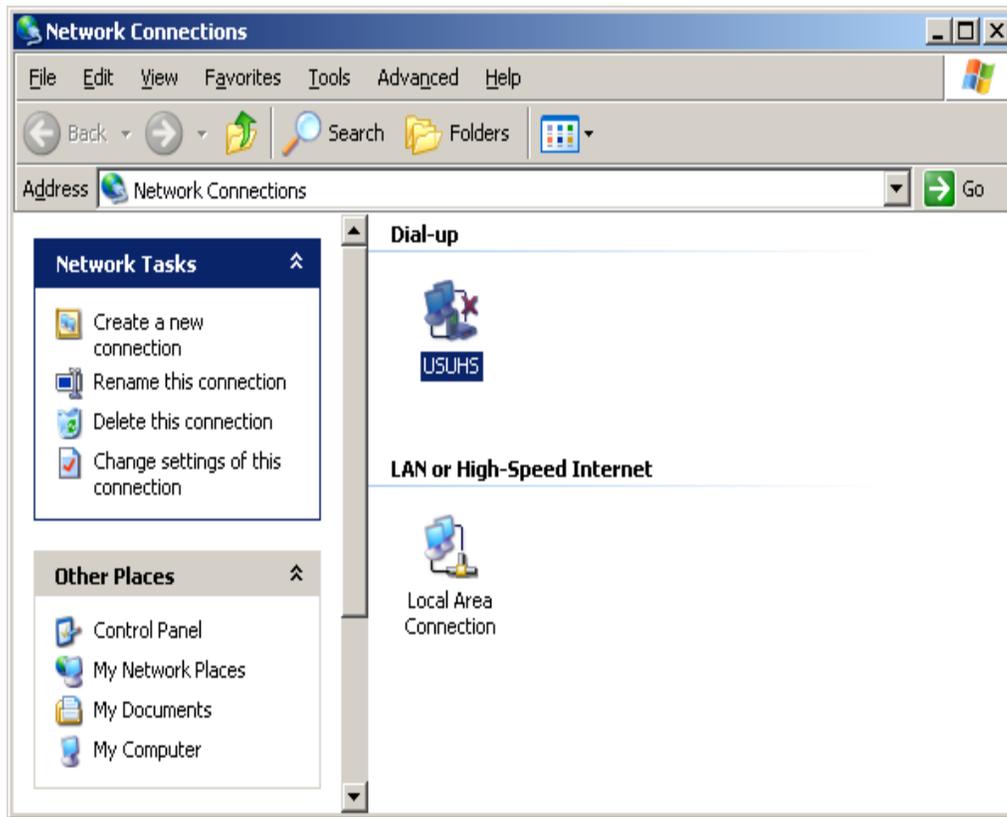
**\*\*\*\*If you need to setup or establish a new USUHS Network dial-up connection, please follow the instructions starting on page 7.\*\*\*\*\***

## A) Detailed Process Steps for setting up Existing Dial-Up Connection:

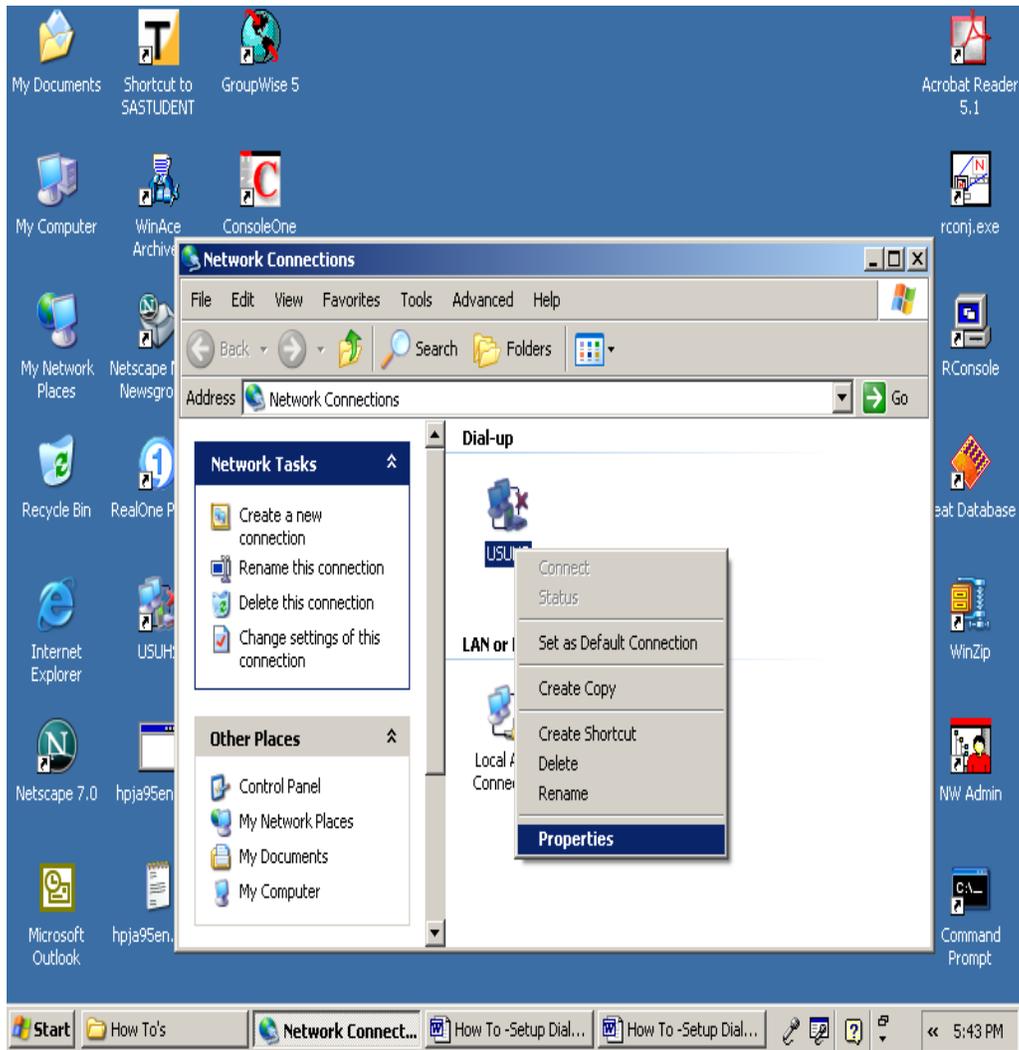
1. Right click the mouse key on the Desktop icon **My Network Places**



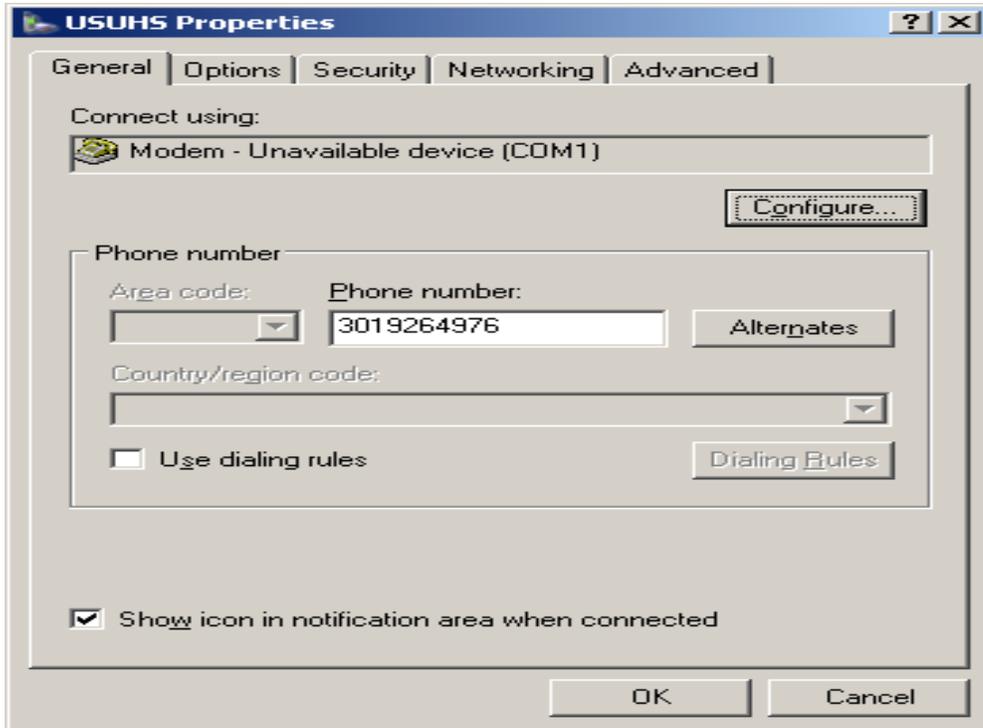
2. Right click the mouse key on the **USUHS** icon that is under the **Dial-up** section



### 3. Select **Properties**



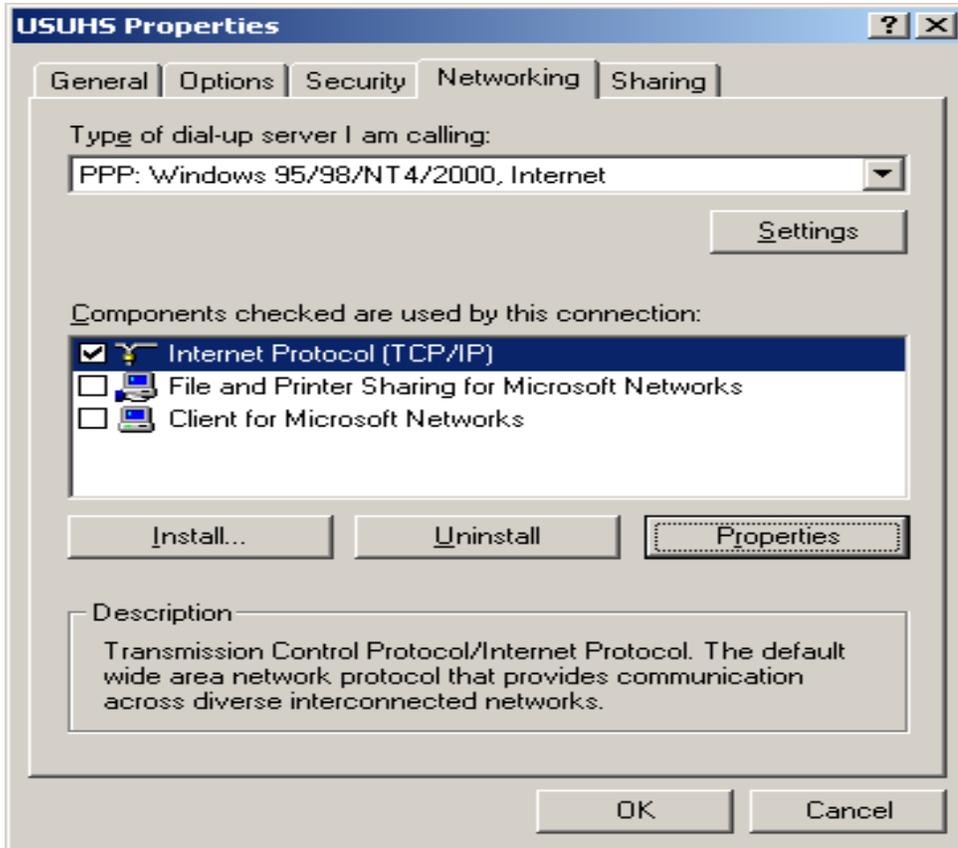
4. Change the old phone number to one of the new phone numbers listed below. For fastest connection, choose the number closest to your area. Also, you can click the **Alternates** key. In here, you have the ability to add new numbers while maintaining the current number.



<b>Arlington or nearby Residents</b>	<b>703-235-9792</b>
<b>Reston or nearby Residents</b>	<b>703-487-5200</b>
<b>Washington DC Residents</b>	<b>202-343-1060</b>
<b>Gaithersburg or nearby Residents</b>	<b>301-926-4976</b>
<b>Waldorf or nearby Residents</b>	<b>301-893-8528</b>
<b>Long Distance</b>	<b>1-888-273-3917</b>

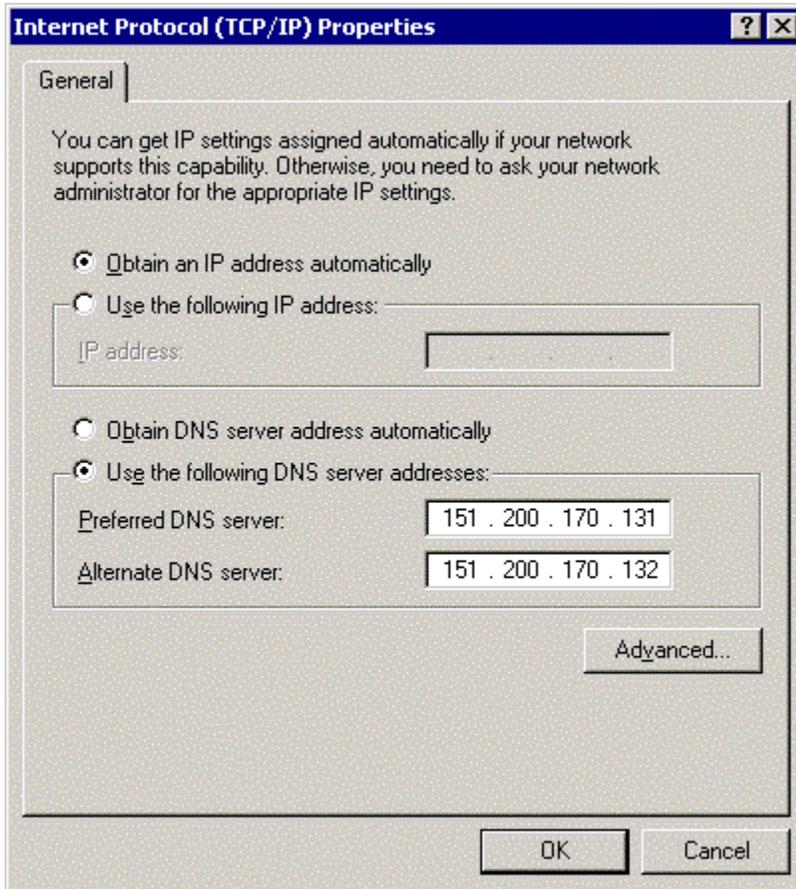
Click **Networking** to go to the **TCP/IP** configuration screen

5. For **Type of dial-up server I am calling**: select **PPP: Windows 95/98/NT4/2000, Internet**. For **Components checked...**section: highlight **Internet Protocol (TCP/IP)**. Make sure all other items are unchecked.



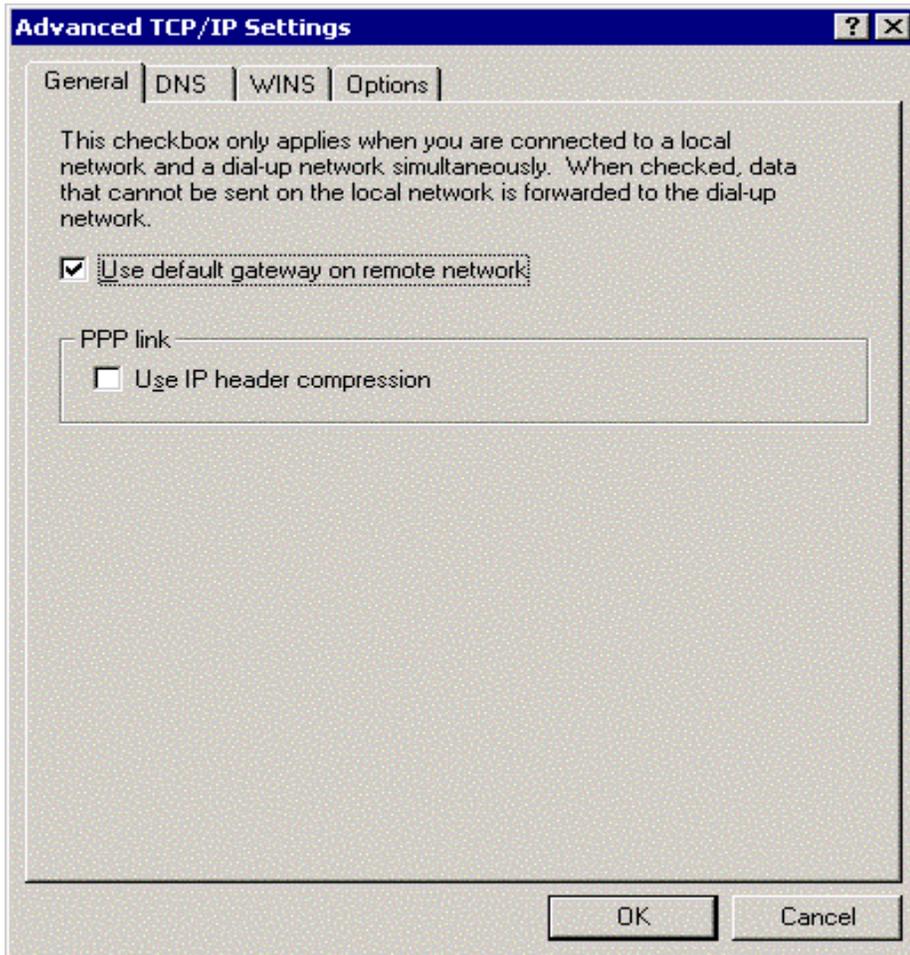
Click **Properties** to go to the **TCP/IP** configuration screen

6. At the **Internet Protocol (TCP/IP) Properties** screen, make sure the following are set.
  - a) Obtain an IP address automatically is selected
  - b) Specify name server addresses is selected with the following entries
    - i. Preferred DNS server: 151.200.170.131
    - ii. Alternate DNS server: 151.200.170.132

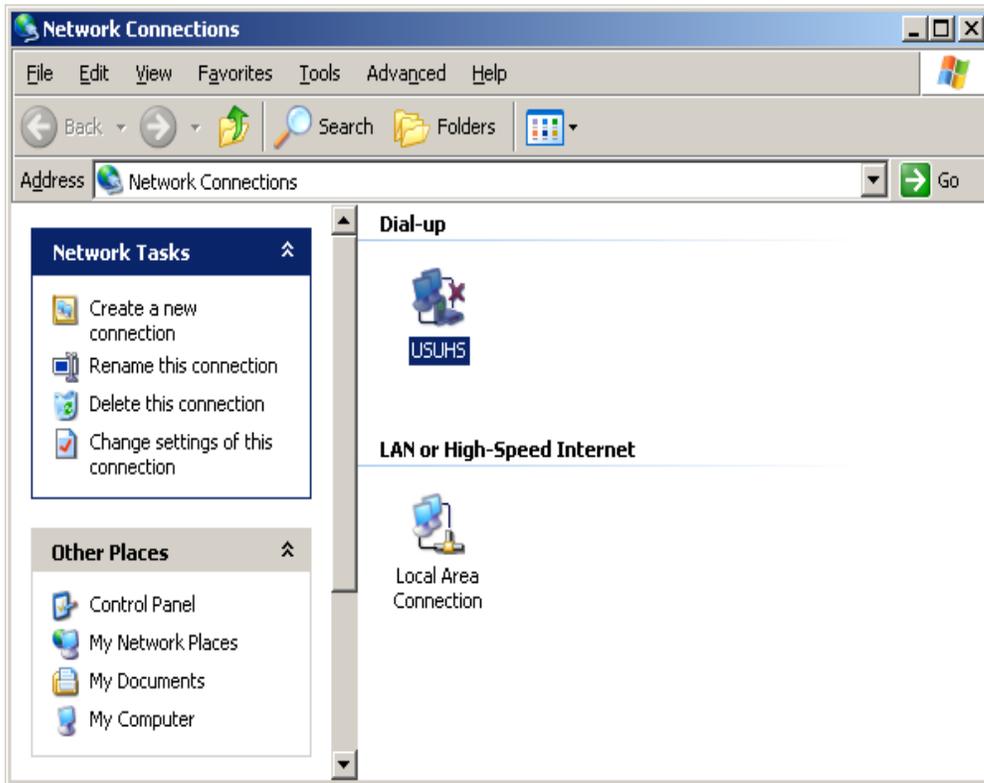


Click **Advanced...** to go to the next screen

7. At the **Advanced TCP/IP Setting** screen, select the **General** tab and under the **General** tab, make sure that Use IP header compression is **unchecked**.



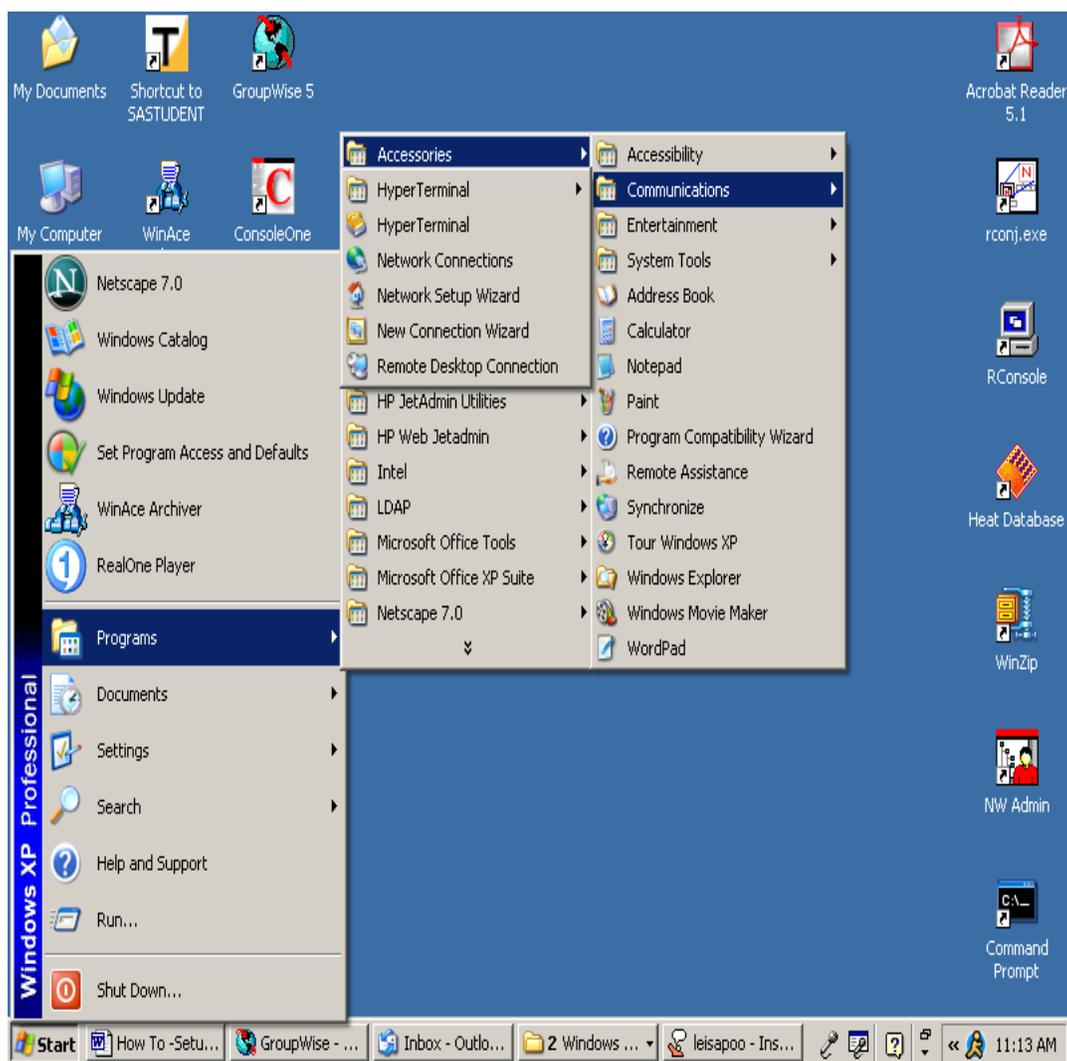
Click **OK** 3 times to accept the changes.



If not already, close out the **Network Connection** screen. Next step is to dial into the USUHS Network. For instructions for dialing into the USUHS Network please go to page 26.

## B) Detailed Process Steps for setting up New Dial-Up Connection:

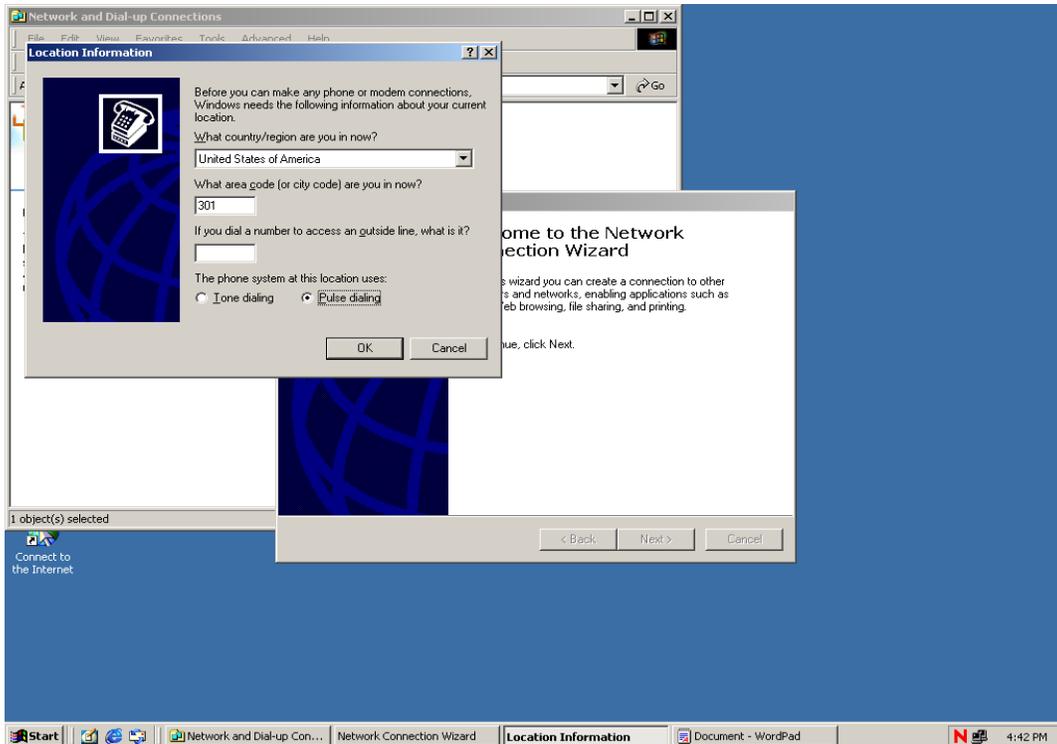
1. Click on **START, PROGRAMS, ACCESSORIES, COMMUNICATIONS, NEW CONNECTION WIZARD**



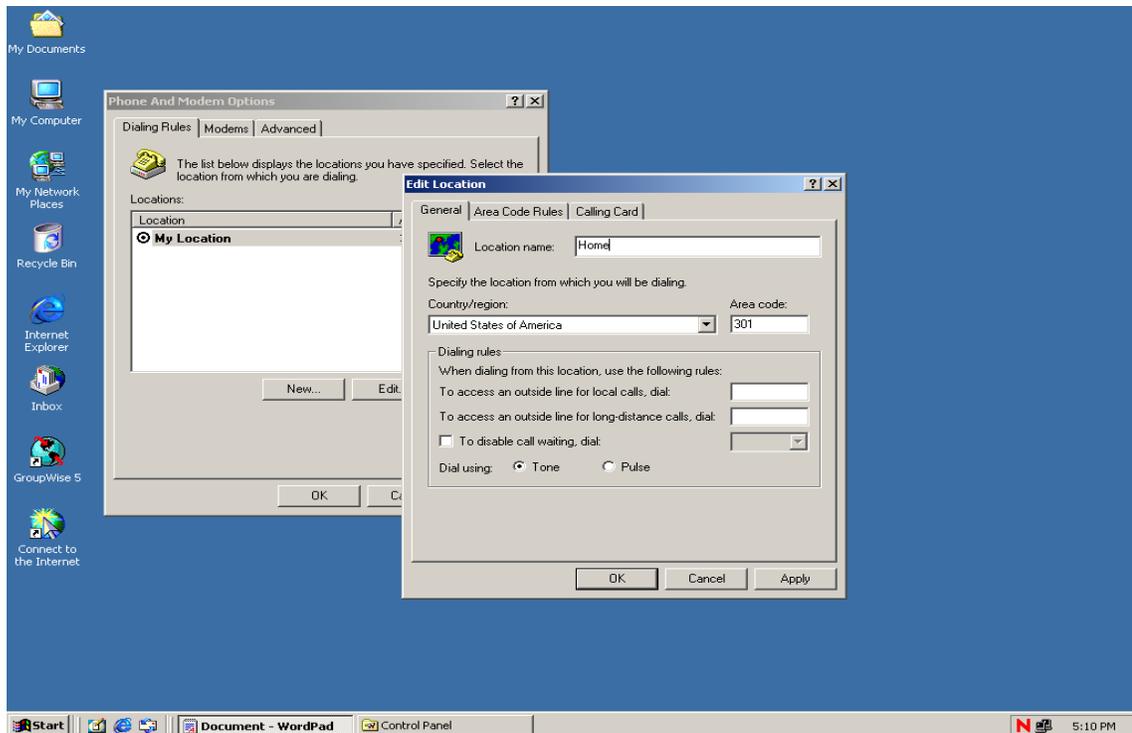
2. At the **New Connection Wizard** screen, click the **NEXT** key to continue



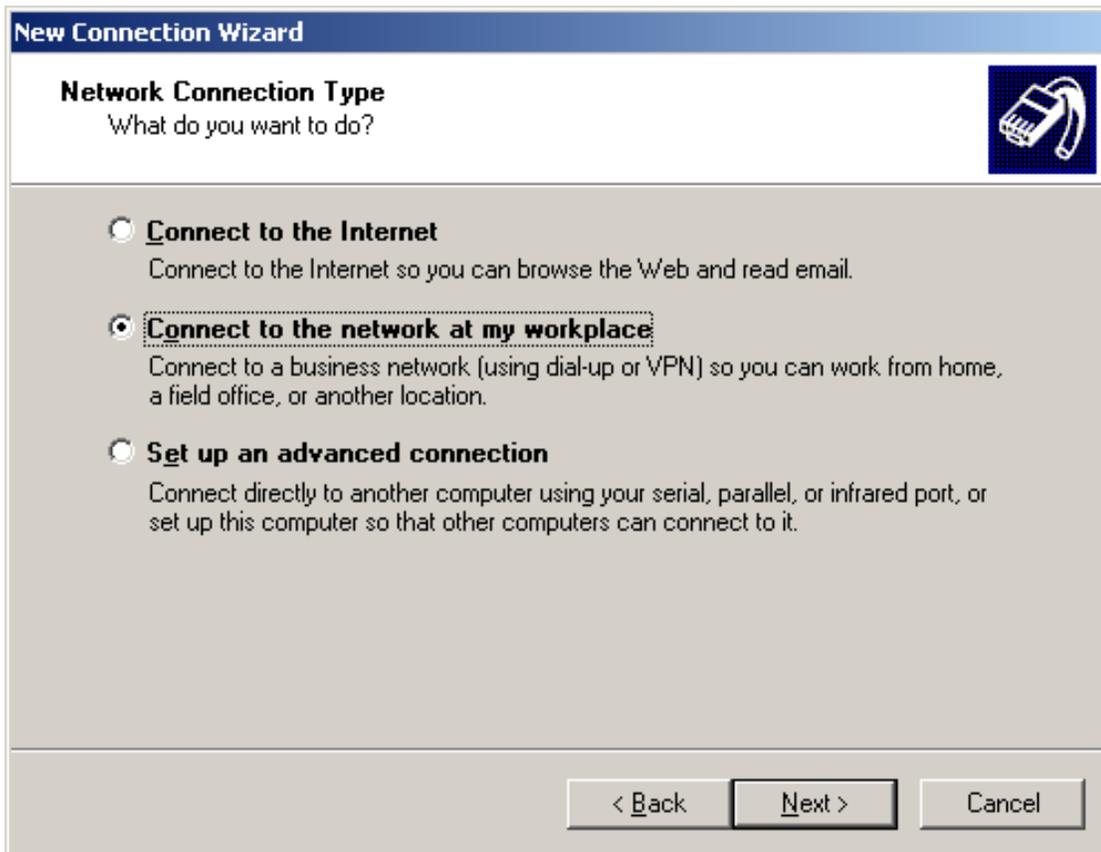
\*\*\*\*\*If the **Location Information** screen is displayed, enter the **area code** from where you will primarily be dialing from (i.e., area code from your home phone). Also, if you are required to dial an additional number to access an outside line provide that number as well. This screen only comes up if the modem is not yet configured. Click **OK** to continue setting up the modem configuration. \*\*\*\*\*



\*\*\*\*\*At **Phone and Modem Option** screen, click on **My Location** then click **Edit**. Next, type in a **Location Name** (e.g., Home). Make sure **Country/Region** reads **United States of America**. Verify that your **Area code** is correct. Click **OK** to close out of the **Edit Location** screen. Then click **OK** to close out of the **Phone and Modem Option** screen. \*\*\*Once again, this screen only appears if the modem has not already been configured.\*\*\*\*\*



3. Select **Connect to the network at my workplace** then click **Next**.



4. Select **Dial-up connection** then click **Next**.



5. For **Company Name** enter **USUHS** then click **Next**.

**New Connection Wizard**

**Connection Name**  
Specify a name for this connection to your workplace.

Type a name for this connection in the following box.

Company Name

USUHS

For example, you could type the name of your workplace or the name of a server you will connect to.

< Back   Next >   Cancel

6. Enter the appropriate phone number from the choices listed below. For fastest connection choose the number that is the closest to where you are dialing in from. Click **Next** to continue.

**New Connection Wizard**

**Phone Number to Dial**  
What is the phone number you will use to make this connection?

Type the phone number below.

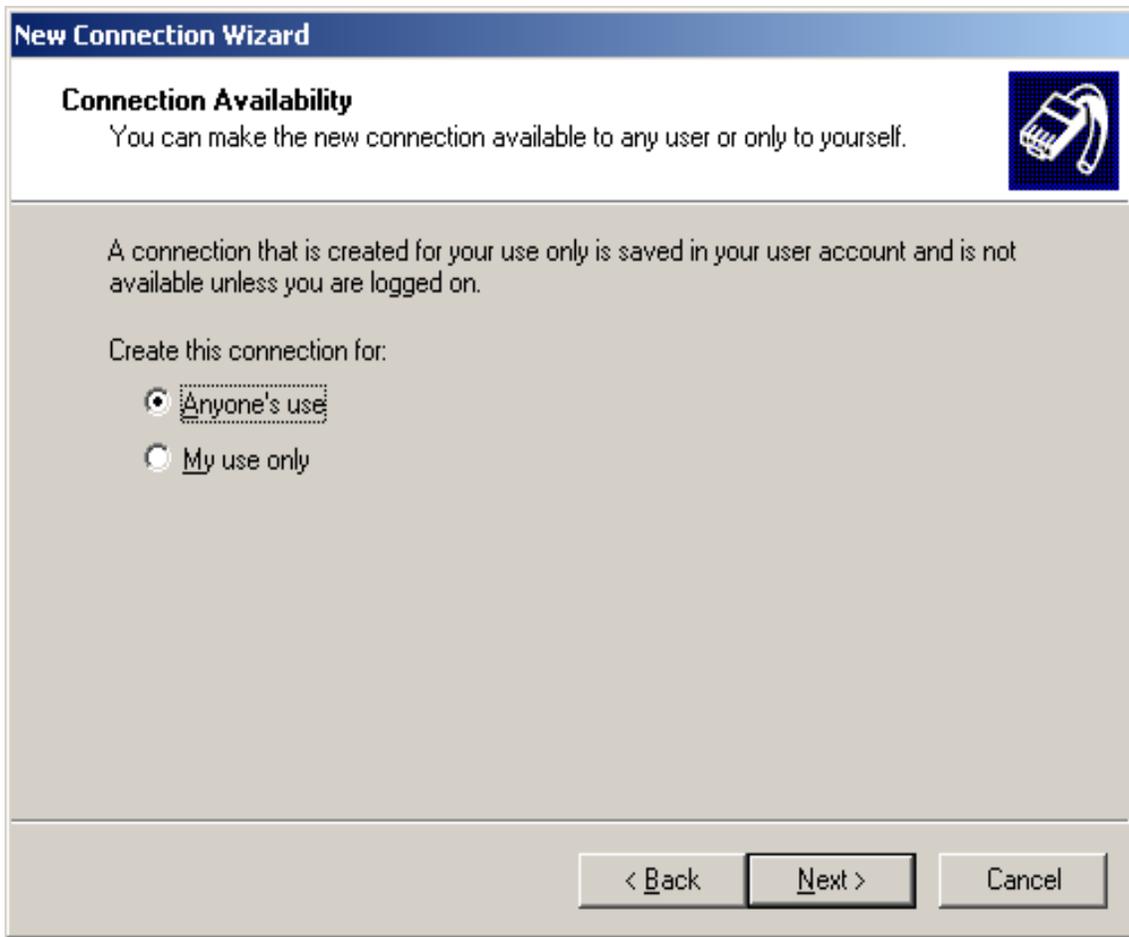
Phone number:  
3019264976

You might need to include a "1" or the area code, or both. If you are not sure you need the extra numbers, dial the phone number on your telephone. If you hear a modem sound, the number dialed is correct.

< Back   Next >   Cancel

<b>Arlington Area Residents</b>	<b>703-235-9792</b>
<b>Reston Area Residents</b>	<b>703-487-5200</b>
<b>Washington DC Residents</b>	<b>202-343-1060</b>
<b>Gaithersburg Area Residents</b>	<b>301-926-4976</b>
<b>Waldorf Area Residents</b>	<b>301-893-8528</b>
<b>Long Distance</b>	<b>1-888-273-3917</b>

7. At the **Connection Availability** screen enter your preferred choice. The default setting is **Anyone's use**. If the computer is to be used by more than one user select this key and then click **Next**. If only one user uses this machine you can select **My use only** and then click **Next**.

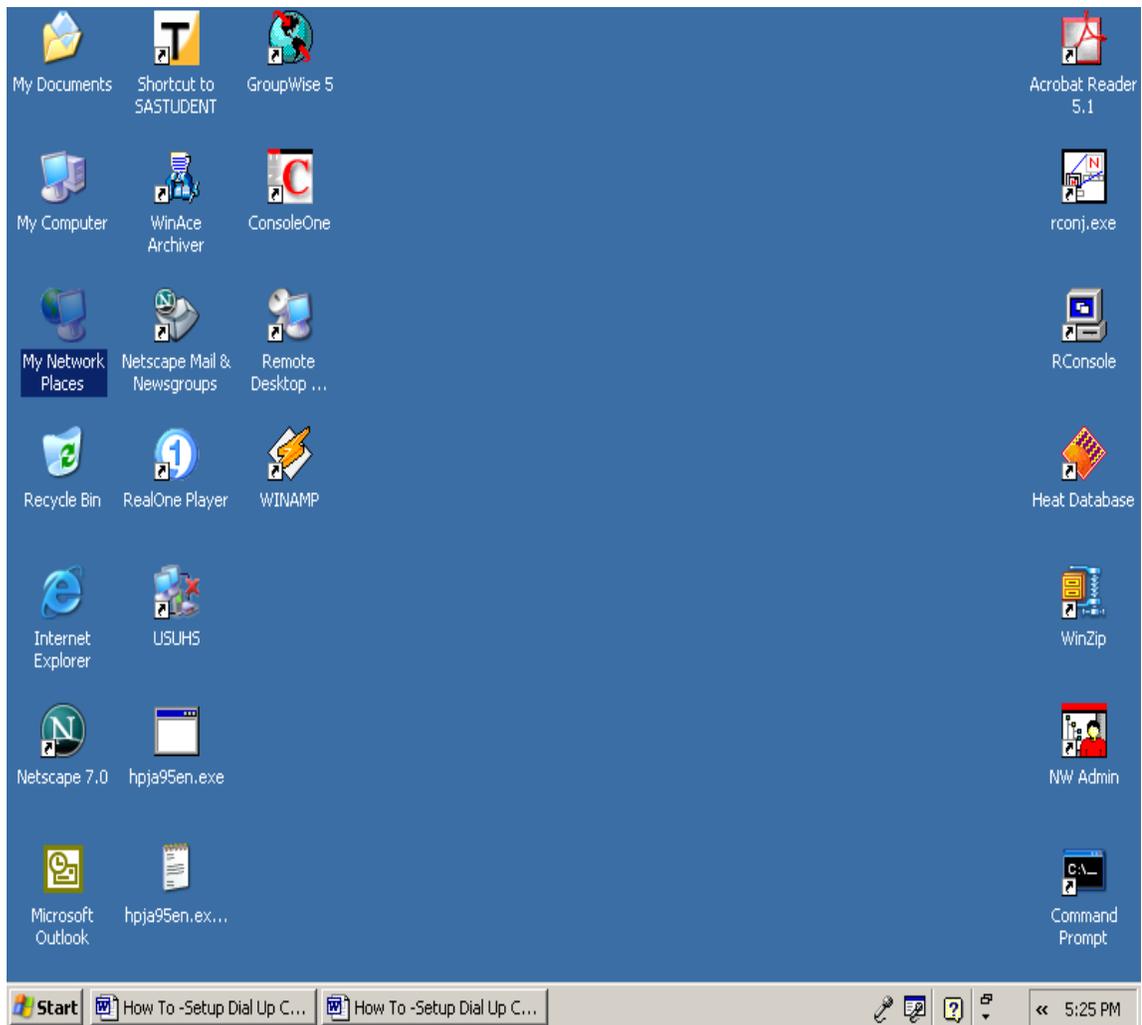


8. At **Completing the New Connection Wizard** screen, make sure a check is placed in **Add a shortcut to this connection to my desktop** box. This will place a dial-up shortcut directly on the workstation. Click **Finish** to complete connection wizard task.

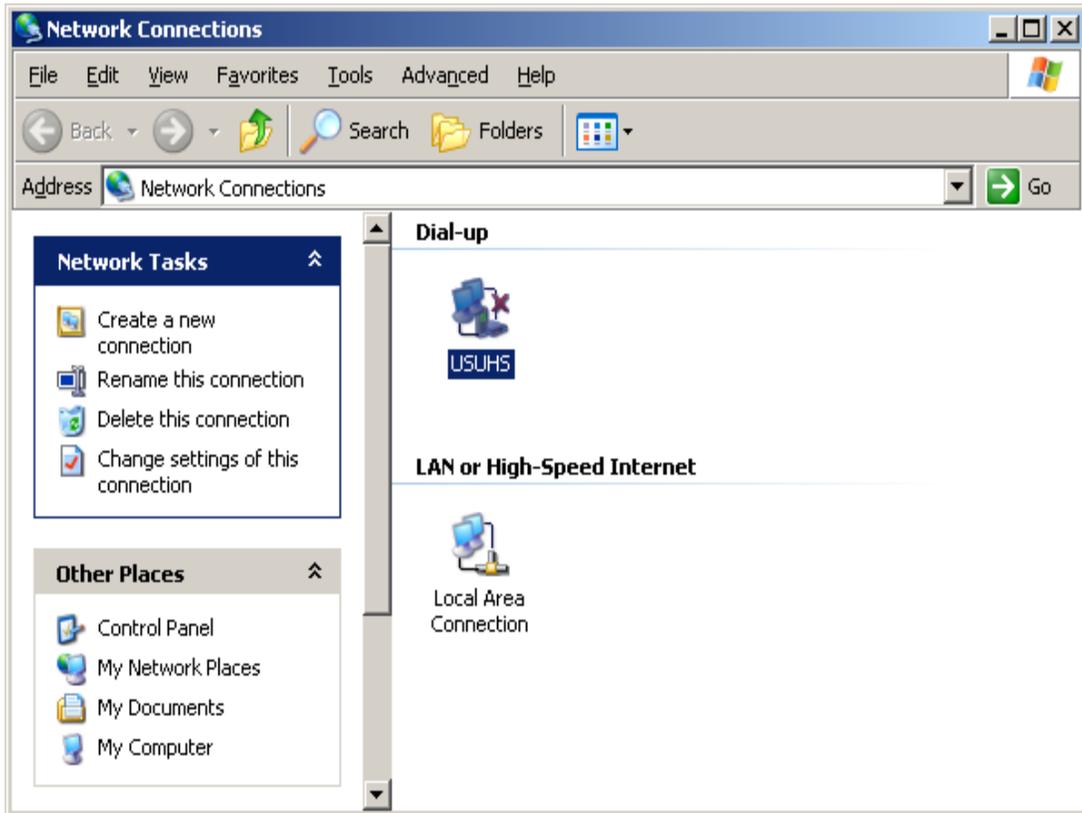


Next step is to configure the dial up services to properly connect to the USUHS Network.

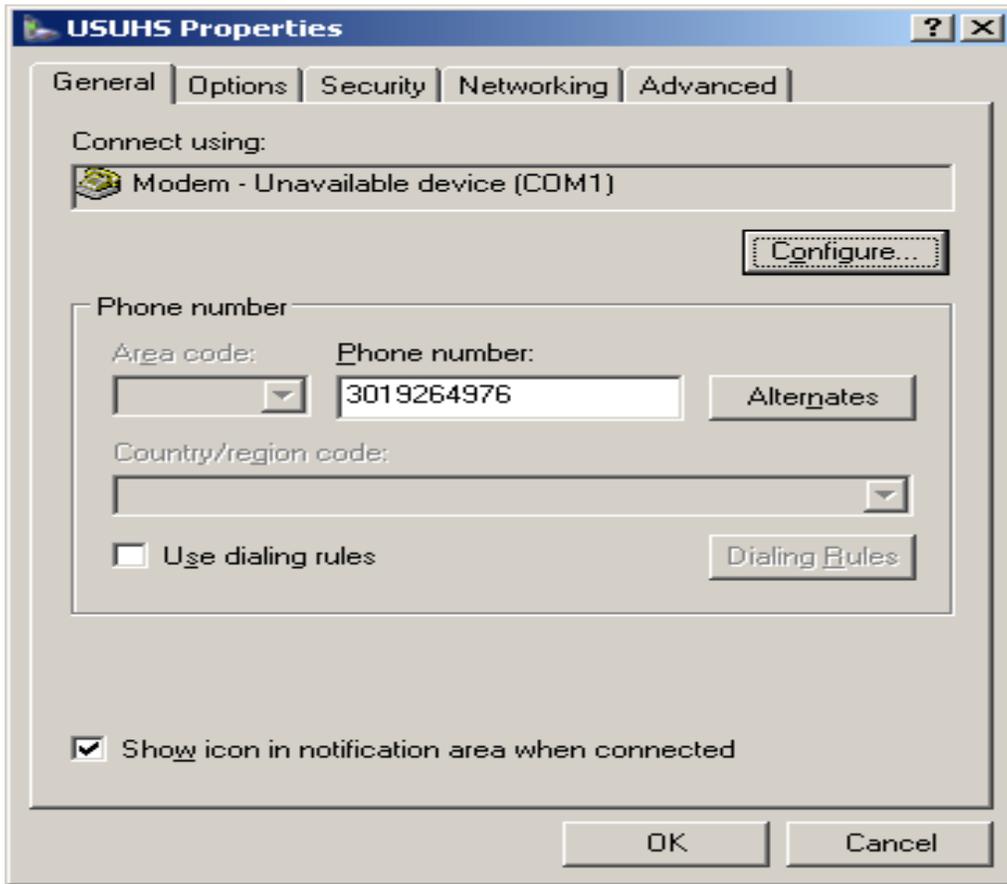
9. Right click the mouse key on the desktop icon **My Network Places**



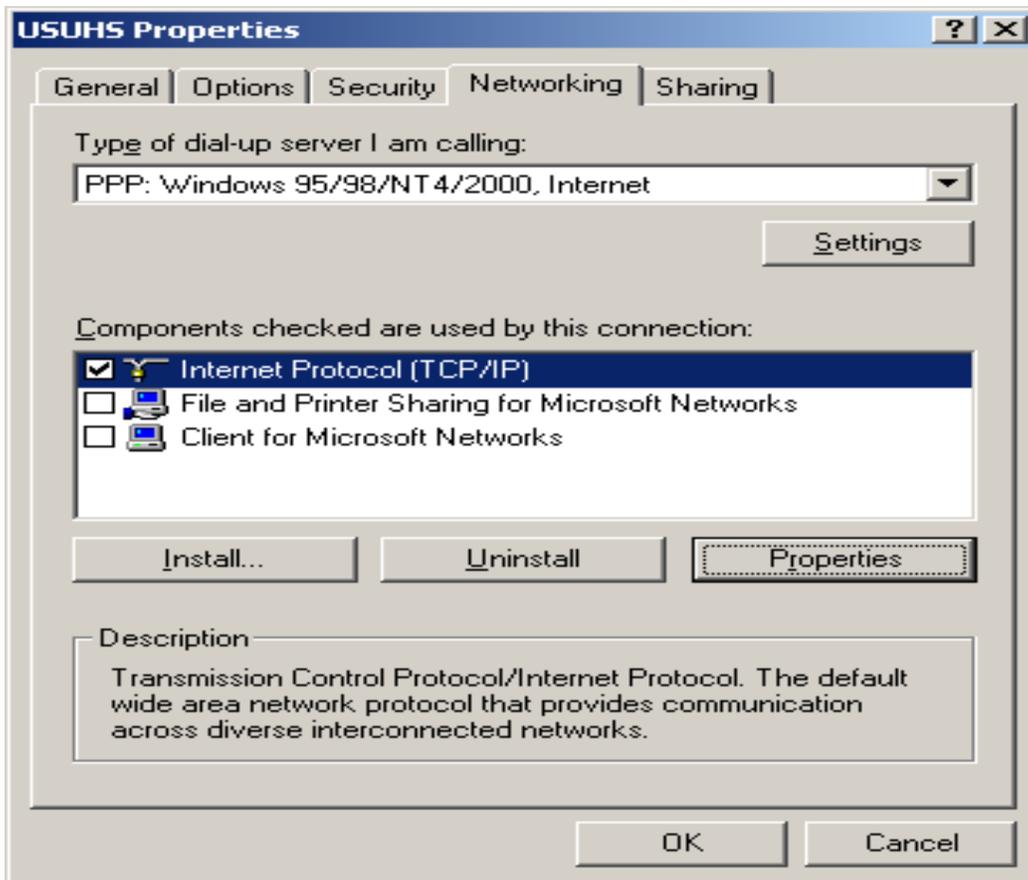
10. Right click the mouse key on the **USUHS** icon that is under the **Dial-Up** section



11. Next click on the **Networking Tab**

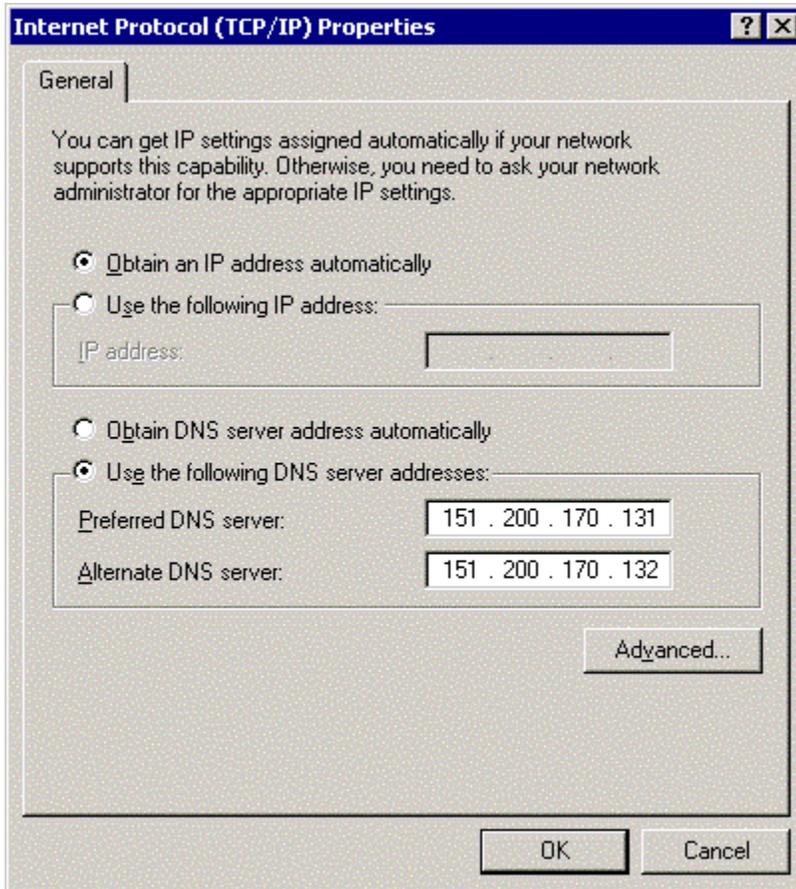


12. For **Type of dial-up server I am calling**: select **PPP: Windows 95/98/NT4/2000, Internet**. For **Components checked...** section: highlight **Internet Protocol (TCP/IP)**. Make sure all other items are unchecked.



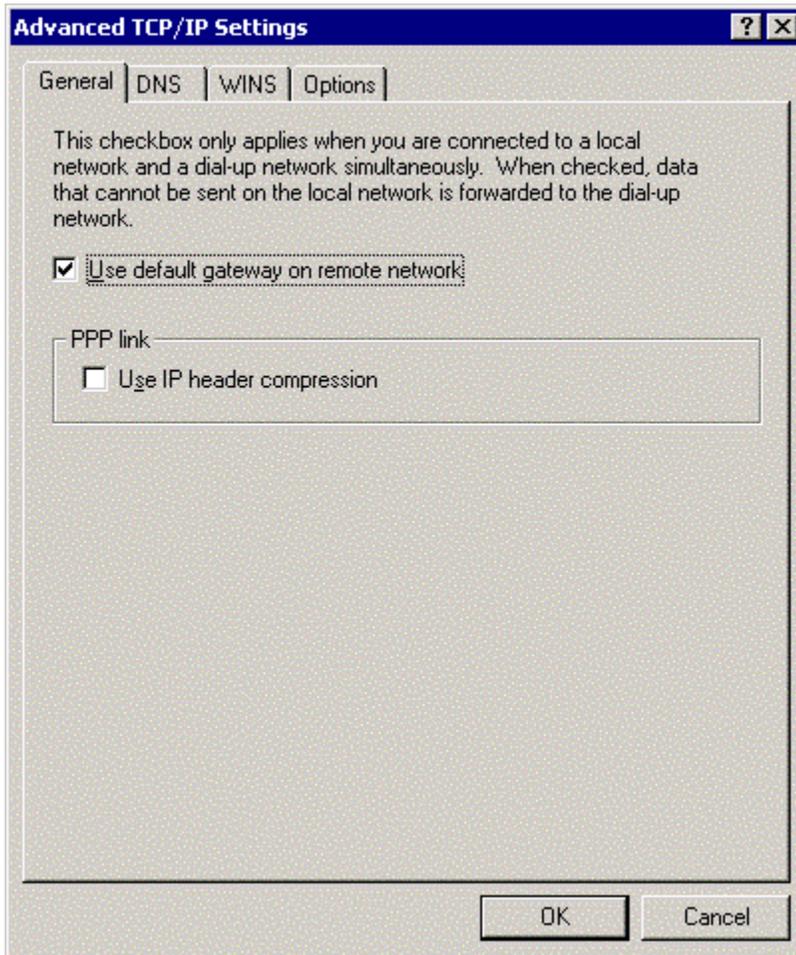
Click **Properties** to go to the **TCP/IP** configuration screen.

13. At the **Internet Protocol (TCP/IP) Properties** screen, make sure the following are set.
- c) Obtain an IP address automatically is selected
  - d) Specify name server addresses is selected with the following entries
    - i. Preferred DNS server: 151.200.170.131
    - ii. Alternate DNS server: 151.200.170.132



Click **Advanced...** to go to the next screen.

14. At the **Advanced TCP/IP Setting** screen, select the **General** tab and under the **General** tab, make sure that Use IP header compression is **unchecked**.

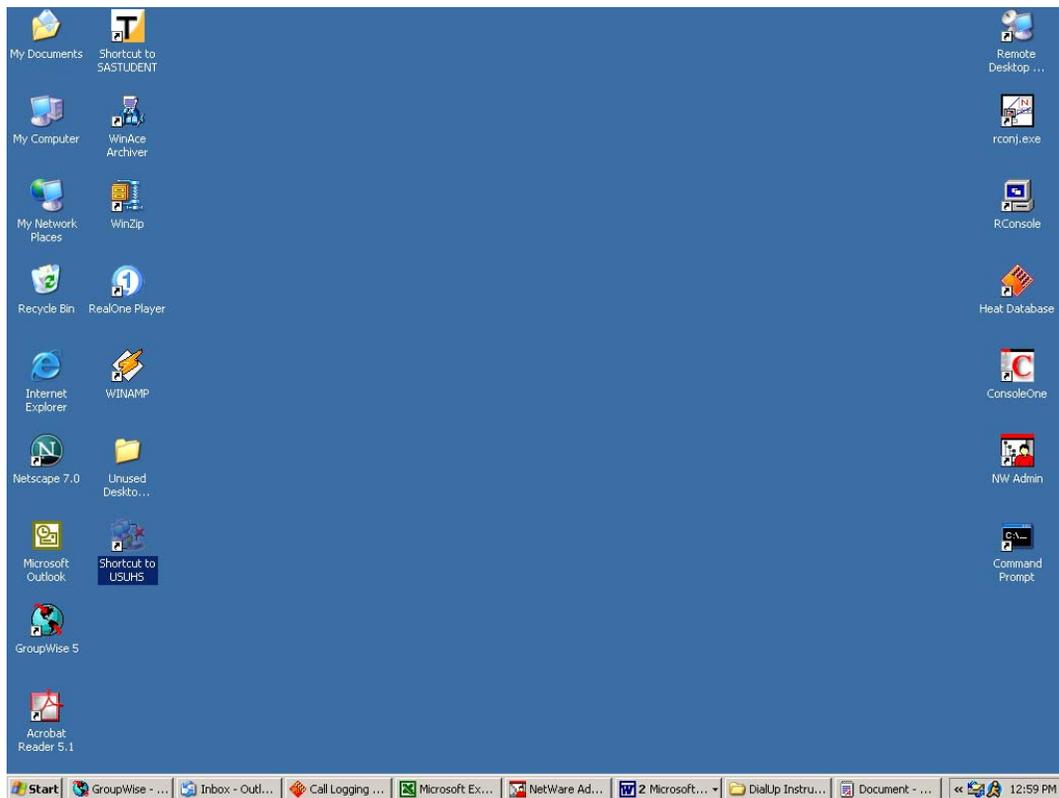


Click **OK** 3 times to accept the changes and to exit completely out of the Dial Up connection screen.

Your Dial-Up configuration should now be complete. You are now ready to dial in to the USUHS network remotely. For instructions for dialing into the USUHS Network please go to the next page (page 26).

## Dialing into the USUHS Network.

1. Double click on the **USUHS Dial-up** icon that is located on your desktop.



2. **Enter your correct DIAL-IN login name & password. If you don't know your DIAL-IN Username & Password, please contact UIS HELPDESK at 301-295-9800.** Once you have provided both the Username & Password, verify that the phone number is correct. **For security reasons, please do not place a check mark in the Save password box.** By checking this box anyone (authorized or unauthorized users) that has access to your computer will have access to the USUHS network using your account information. This, in turn, will make you (the authorized user) responsible for anything that happens while your account is logged onto the network. If a dial out number is required, enter that number in front of the area code (e.g., 13019264976). Once all information is verified to be correct press **Dial**.

**Connect USUHS**

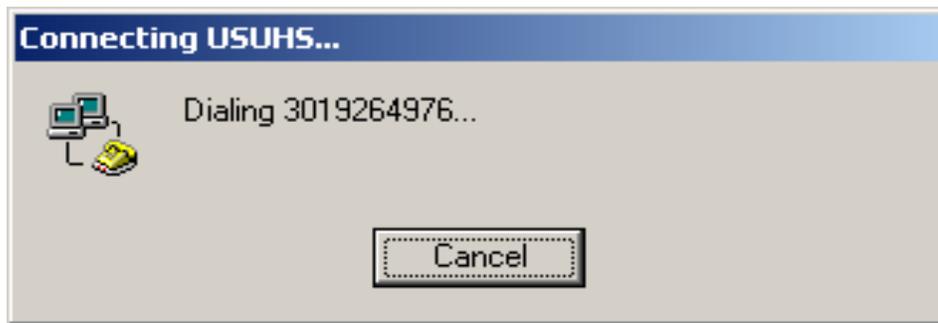
User name:

Password:

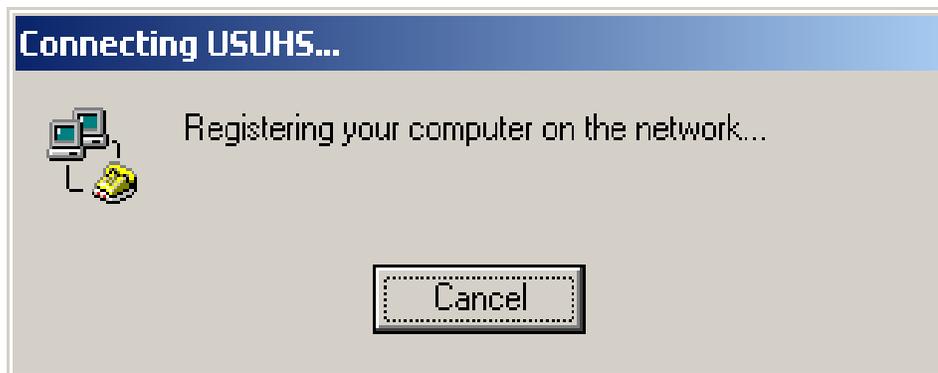
Save password

Dial:

3. Your modem is dialing into the USUHS Network.



4. The system is registering your computer on the USUHS Network



5. The Dial-up Connection icon should pop up at the bottom right hand side of your monitor indicating that you have connected. It should also tell you what speed you are connected at.

You have now properly setup, configured, and connected remotely to the USUHS Network by way of dial-up. If any other problems should arise please contact the Help Desk at 301-295-9800.