

# SuffolkWeb Getting Started Guide



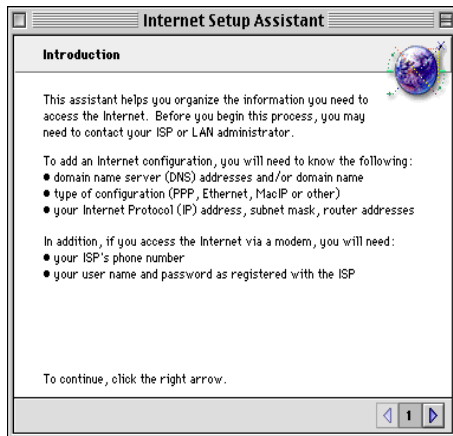
This guide was created using the programs available with Mac OS 8. This guide may also be useful for OS 9 as well. This guide is intended to assist a SuffolkWeb user in setting up their Mac to dial into SuffolkWeb. Screen prints or procedures may vary depending on the user's Mac. Because of the variety of browser and mail programs available for the Mac, this guide cannot instruct the user in using such programs.

## Creating the SuffolkWeb Dial-up Connection

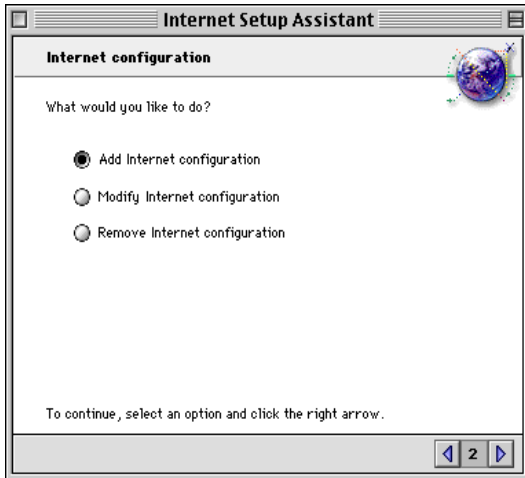
Open the **Internet Setup Assistant** by going into the Start Disk and opening the Assistants folder.



Click on **Update**

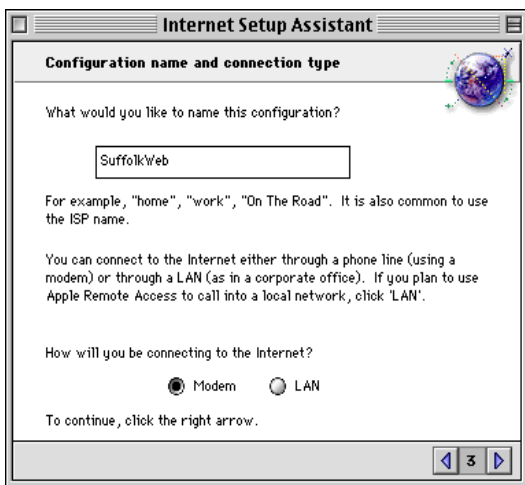


Click on the Right Arrow button to proceed.



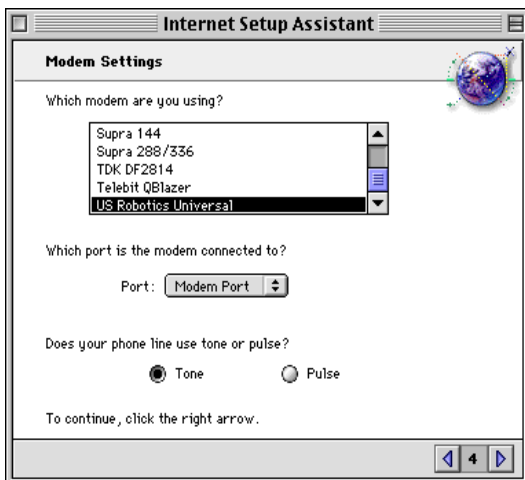
Confirm **Add** is checked.

Click on the Right Arrow button. Use the Left Arrow button to go back at any time.



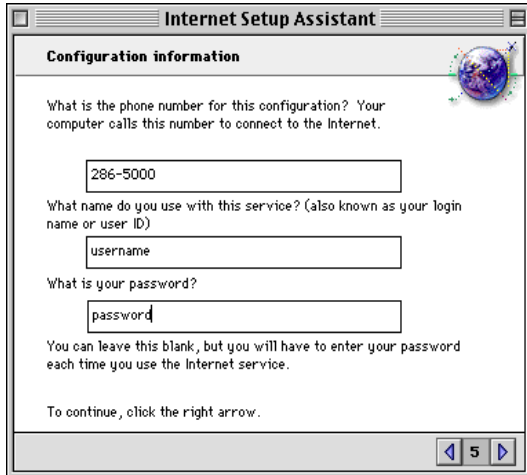
Name the connection **SuffolkWeb**

You will be connecting with a **Modem**



The Mac should automatically detect the correct modem and port; if necessary, select the modem from the list.

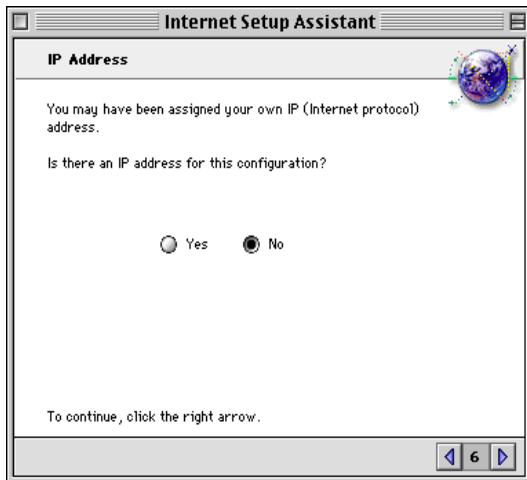
Most phone lines are Tone.



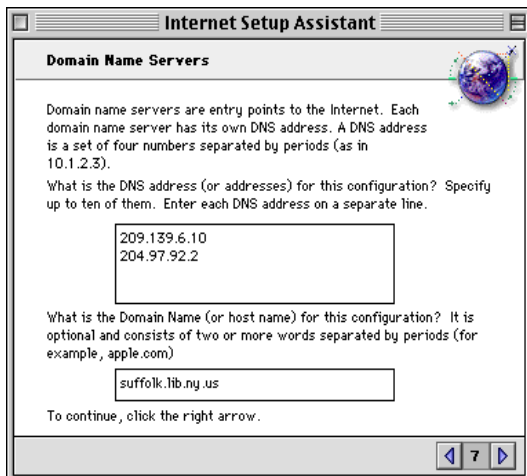
SuffolkWeb has two dial-in nodes; select the appropriate number for your location.

**286-5000**      Western Suffolk  
**282-0320**      Eastern Suffolk

**Enter in the SuffolkWeb username and password provided by your library.**



IP addresses are automatically assigned when you connect to SuffolkWeb - **confirm No is checked.**

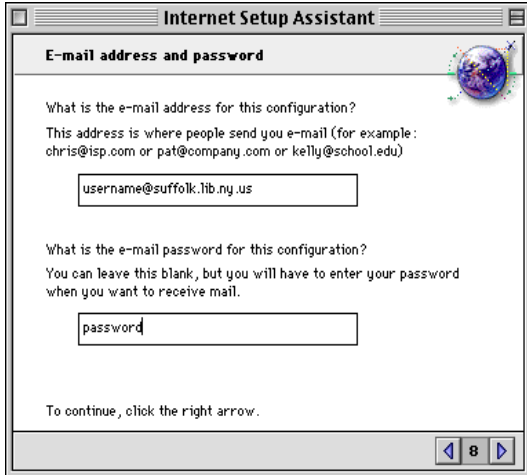


SuffolkWeb DNS servers are:

**209.139.6.10**  
**204.97.92.2**

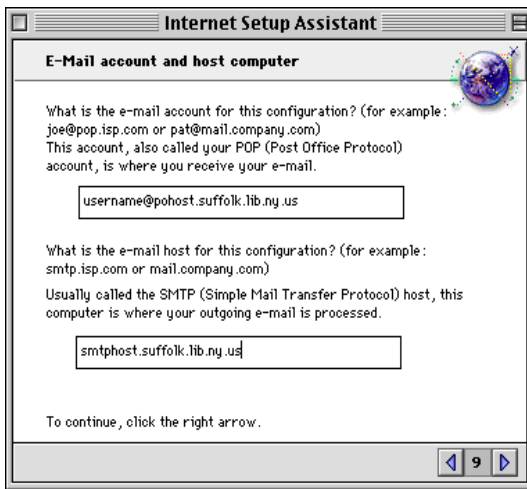
The SuffolkWeb domain is:

**suffolk.lib.ny.us**



Enter in the **SuffolkWeb e-mail address** provided by your library.

Enter in the **password** provided by your library.

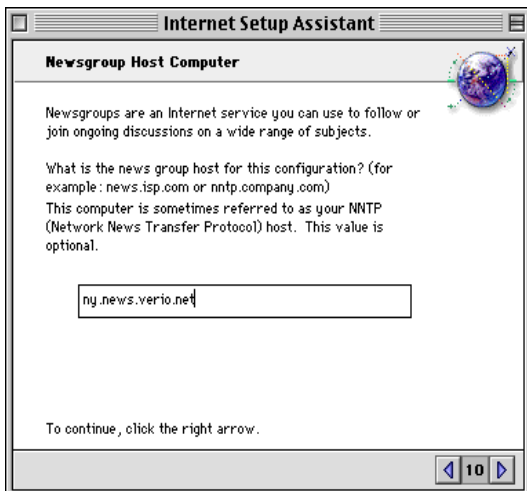


Enter in your **SuffolkWeb username** followed by

**@pohost.suffolk.lib.ny.us**

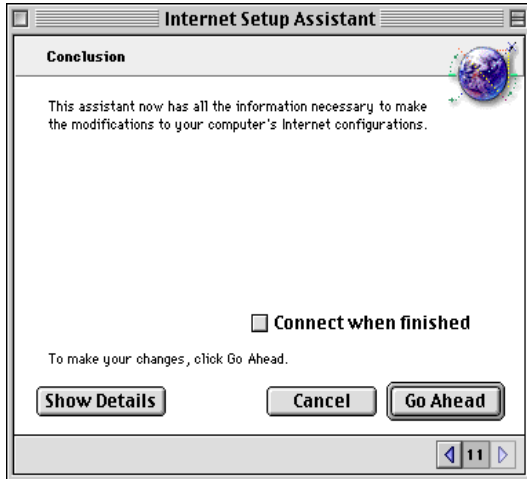
The outgoing (SMTP) mail server is:

**smtphost.suffolk.lib.ny.us**



Subscribing to and using newsgroups is optional. If you wish to receive newsgroup postings, the SuffolkWeb news server (NNTP) is:

**ny.news.verio.net**



**Uncheck the ‘Connect...’ box so that your Mac does not try to connect automatically at this time.**

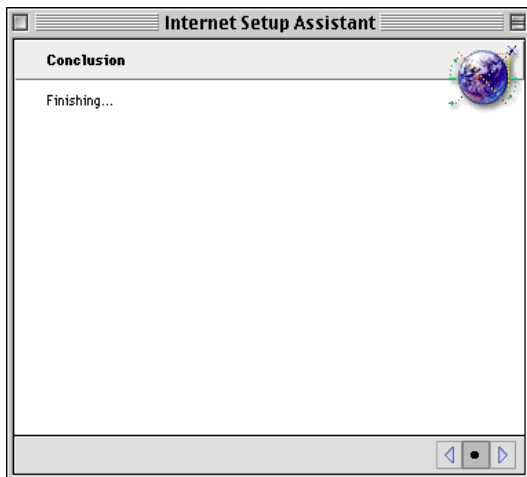
**Click “Show Details” to review the setup.**



**Confirm the items on the left are correct.**

**Be sure the SuffolkWeb username, e-mail address, and password (the password is the same for both the username and the e-mail address) are as your library provided.**

**Click “Go Ahead” to complete the setup.**



**The Internet Setup Assistant will complete the setup and return you to the Desktop.**

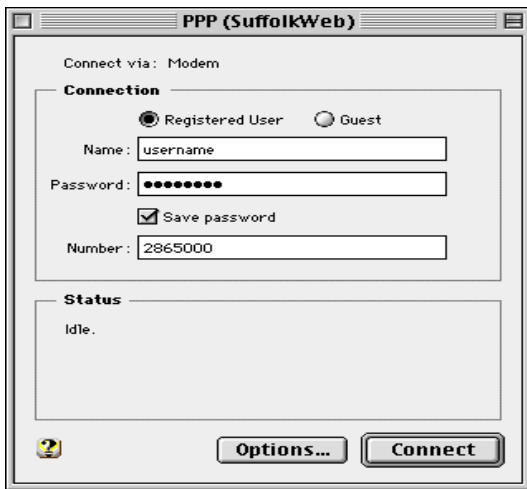
Now that the SuffolkWeb connection has been created, it is necessary to review/adjust some additional settings.

Click on the Apple and then Control Panels.

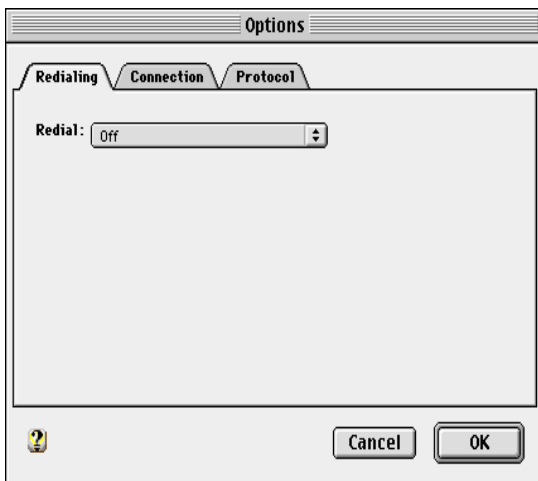
Click on PPP

Confirm SuffolkWeb is identified on the Title Bar as illustrated below.

If it isn't, click on File on the PPP Menu Bar and select Configurations. Select SuffolkWeb and click on Make Active. Save the changes.

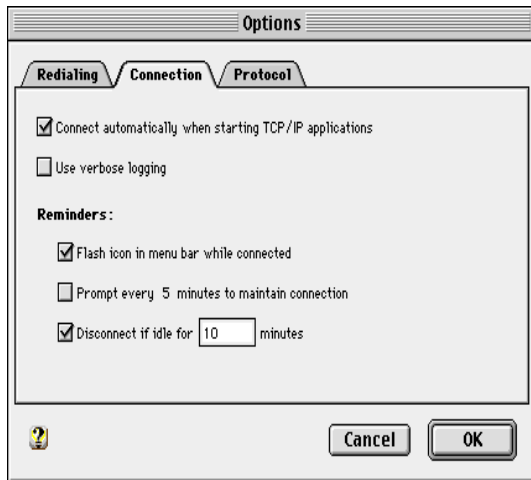


Click on the Options button.



Redialing tab

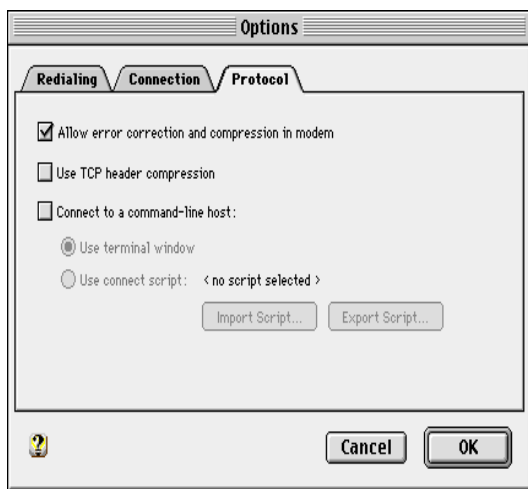
Use the drop-down arrows if you want your Mac to automatically redial if the SuffolkWeb phone line is busy. Select one of the two redial options and adjust the settings as you prefer.



**Connection tab.**

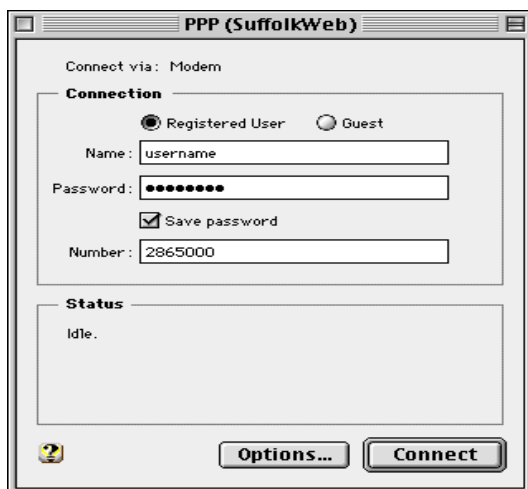
Check the ‘Connect automatically...’ box. Your browser (Internet Explorer or Netscape) will automatically dial into SuffolkWeb when you start the program.

You can change the idle timeout to automatically disconnect if you walk away from your Mac.



**Protocol tab**

**Click OK to save your changes.**



**You can click on the Connect button now to connect to SuffolkWeb, or you can close PPP and start your browser (Internet Explorer or Netscape) which will make the connection to SuffolkWeb.**