

Email Communication at the Workshop from Mary Keyes Residence:

INTERNET CONNECTION

Quick Setup Guide

Welcome to McMaster.

FOR THOSE STAYING ON CAMPUS AT MARY KEYES:

In each residence room you will find a wired Internet connection. You will require an RJ-45 cable to connect to the network – You can obtain this cable from Housing Desk in Lobby of Mary Keyes Residence. Data Jacks are usually marked as D1, D2, D3 etc.

Once you have plugged in the RJ-45 cable to the correct port, please open a browser window and complete the Network Registration instructions that will appear. When you have completed this, you will be asked to restart your computer. If you are not automatically redirected to the “NetReg” web page, or have difficulty registering, the following instructions may assist you.

For Windows 7

- Click **Start, Control Panel, Network and Internet Center, View network status and tasks** and click on the **Change adapter settings** on the left pane of the window.
- Right-click **Local Area Connection**, and click **Properties**. Press **Continue** if prompted by User Account Control (UAC)
- Double-click the “(TCP/IPv4)” item to open the **Internet Properties** window. On the **General** tab, make sure that both the **obtain IP Address and DNS server options are set to automatic**.
- Click the **Advanced** button to display to display the **Advanced TCP/IP Settings** window. Remove any default gateways and click **DNS** tab to continue. Remove any DNS server addresses. **Click OK, OK**. Close all open windows.

For Windows 10

- Right Mouse Click **Start**, and click on **Network Connections** on the menu pane.
- Right-click **Local Area Connection**, and click **Properties**. Press **Continue** if prompted by User Account Control (UAC)
- Double-click the “(TCP/IPv4)” item to open the **Internet Properties** window. On the **General** tab, make sure that both the **obtain IP Address and DNS server options are set to automatic**.
- Click the **Advanced** button to display to display the **Advanced TCP/IP Settings** window. Remove any default gateways and click **DNS** tab to continue. Remove any DNS server addresses. **Click OK, OK**. Close all open windows.

Mac OSX 10.5 or Greater

- Click on the **Apple Menu** from the menu bar at the top of the screen and select **System Preferences** from the Apple Menu.
- In the **System Preferences** window, select **Network Preferences**.
- Ensure **Ethernet** is selected in the left-hand side of the window.
- Under Configure select the option “**Using DHCP**” and clear any DNS or domain information that might be present in the window.
- Click **Apply** and close any opened windows.

Configuring email

In order for your email to send properly, you must change your outgoing mail service to one of the McMaster’s. This is done differently depending upon the mail client you are using. Web-based email (ie, hotmail, gmail) does not require any changes. For all other clients, the outgoing mail server must be changed to: smtp1.mcmaster.ca

Information on how to change the outgoing mail server for various email clients can be found here:

<http://www.mcmaster.ca/uts/help/email.html>

need more Help? Support is available via UTS Service Desk at uts@mcmaster.ca, x. 24357 or in BSB 245.