Note: This document applies to systems using an Ethernet connection (not a modem). It assumes that you have correctly installed a network adapter (Ethernet card).

Part 1
Setting Up Ethernet.................................................................Page 2

Part 2
Configuring Settings..............................................................Page 3

Part 3
Using ConnectHope...............................................................Page 3

IMPORTANT: These directions are for users of Windows XP only. If you are running Windows 95/98/2000/ME, or Macintosh OS, please obtain the correct set of directions from CIT.

We realize these directions may be difficult to understand in places, but it is important that you follow them very closely. If you have problems installing ConnectHope, please check the ConnectHope web page at www.hope.edu/cit or call CIT at x7670 for instructions.
Part 1: Setting up Ethernet

If you have just installed your network card:
1. Upon startup, Windows XP will automatically detect and install your network card.
2. Click on the pop-up bubble on the system tray labeled Set up your network.
3. The “Network Setup Wizard” will appear. Click Next, then Next again.
4. Ensure that an Ethernet cable is connected between your computer and the wall jack, then click Next.
5. Select This computer connects to the Internet through another computer on my network or through a residential gateway, then click Next.
6. For “Computer description”, enter your e-mail address without the “@hope.edu” (for example, “john_doe”). Enter the same for “Computer name”, then click Next.
7. For “Workgroup name”, enter the name of your residence hall, apartment, or cottage, then click Next.
8. At the “Ready to Apply Network Settings” box, click Next.
9. Check the Just finish the wizard; I don’t need to run the wizard on other computers checkbox, then click Next.
10. Click Finish. Restart if prompted to do so.

If you already have a network card in your system:
1. Ensure that an Ethernet cable is connected between your computer and the wall jack.
2. Click the Start button and then select Control Panel.
3. Click on Network and Internet Connections. Then click on Network Connections.
4. Right click on Local Area Connection and select Properties.
5. The box to the right should pop up, click on Internet Protocol (TCP/IP) and click on Properties.
6. Make sure that Obtain and IP Address automatically and Obtain DNS Server Address Automatically are checked, then click OK.
7. Click OK. Restart if prompted to do so.
Part 2: Configuring Internet Settings

1. Start Internet Explorer.
2. Click on the Tools menu and select Internet Options.
3. In the text box labeled “Address”, type http://www.hope.edu/knowhope and click OK.

Part 3: Using ConnectHope

1. Start Internet Explorer. KnowHope will open. You’re now ready to use ConnectHope!