

Instruction Sheet for Windows Vista

Guide to setting up a static IP on Windows Vista

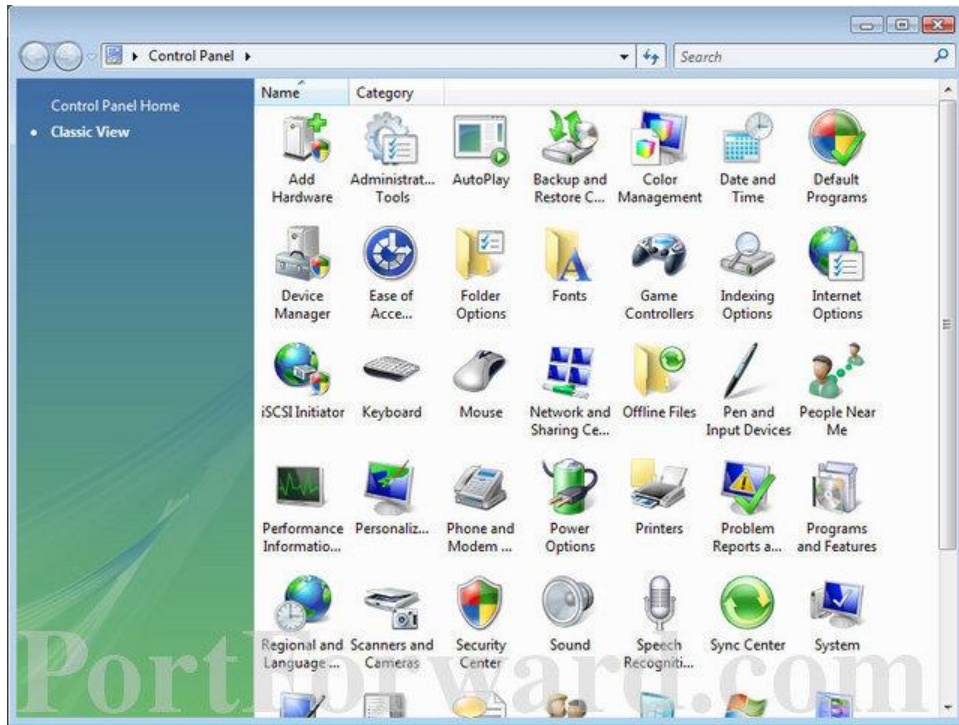
Step 1:

Click open the **Start** menu. Click **Control Panel**.

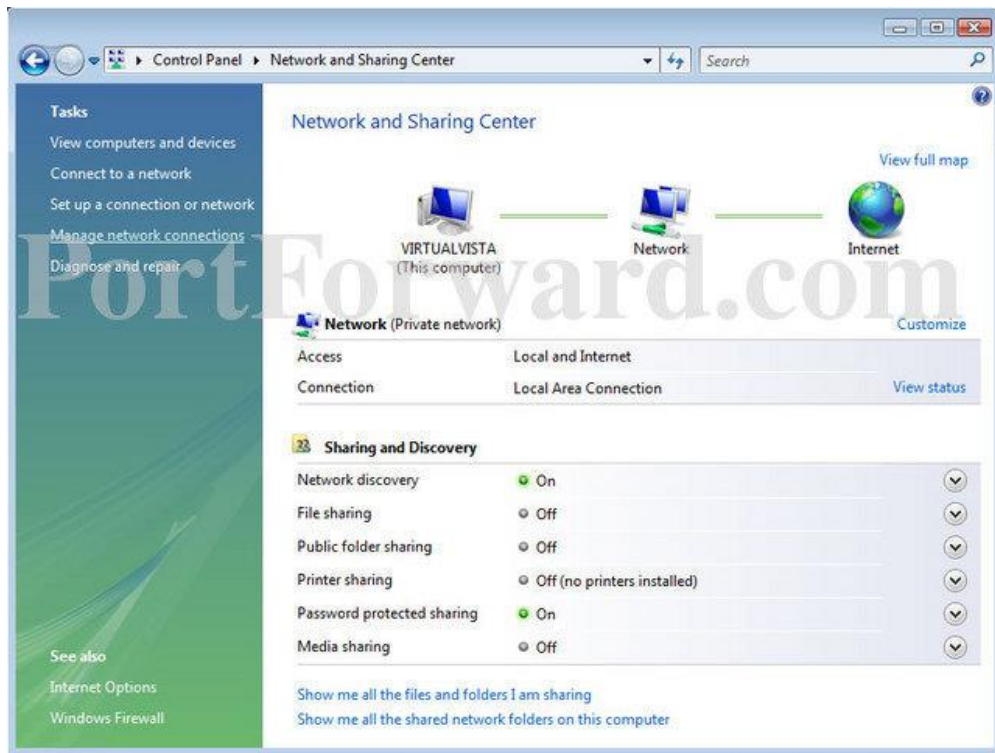


Step 2:

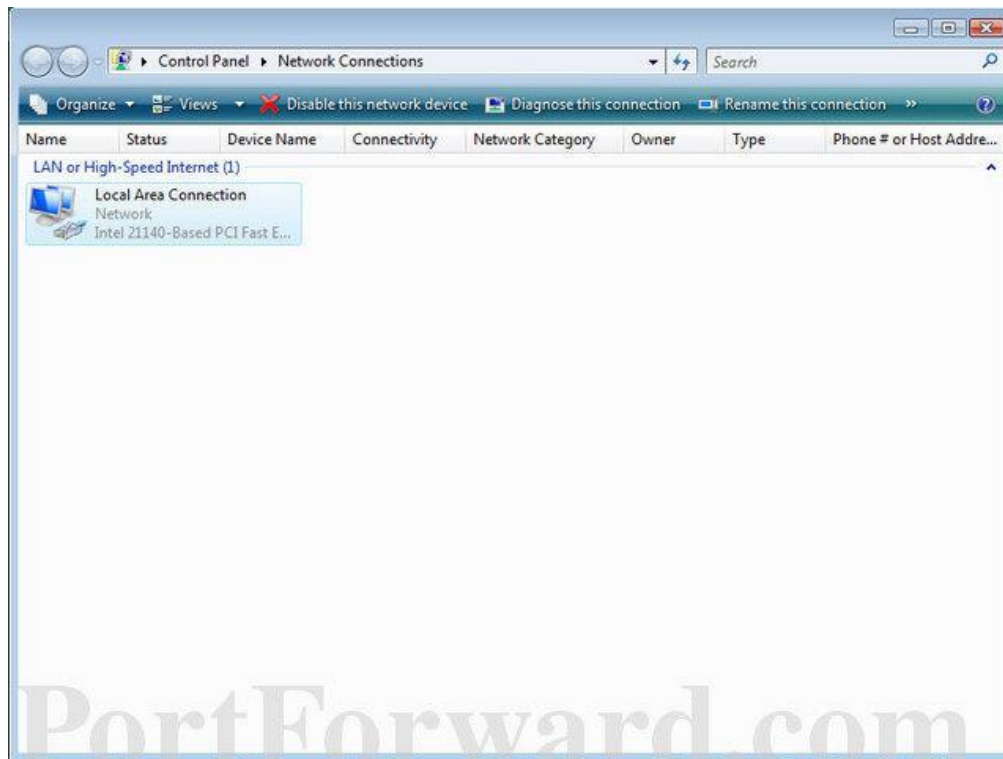
On the left-hand side of the screen click **Classic View**. Find and then double click **Network and Sharing Center** icon.



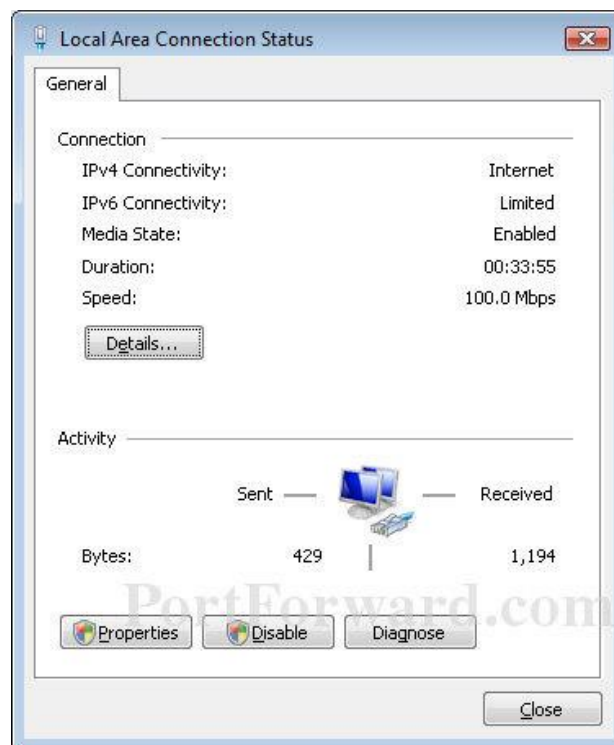
Step 3:
Single click **Manage Network Connections** on the left side of your screen.



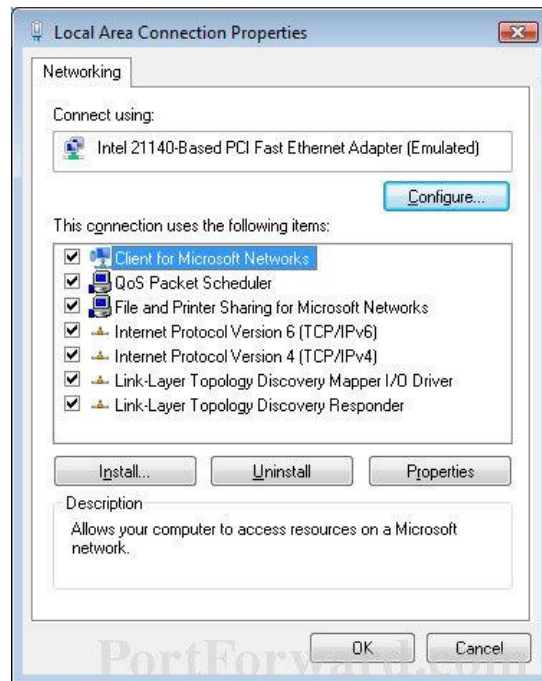
Step 4: Double click on the **Local Area Connection**



Step 5: Click the **Properties** button at the bottom left of the window

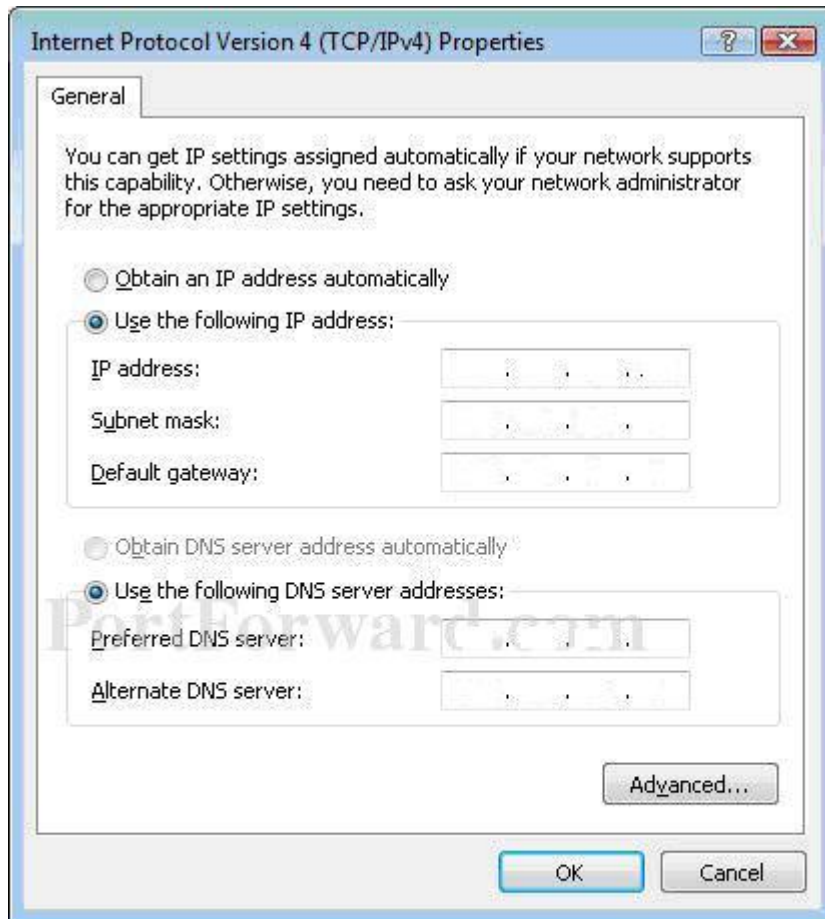


Step 6: Click **Internet Protocol(TCP/IP)** and then click the **Properties** button. Make sure version 4 is ticked. If having trouble un-tick version 6, click ok and restart your computer.



Step 7: You will now see the following screen. Tick the round button next to **'Use the following IP address'**. In the **'IP address'** box enter the address provided to you when you checked in (eg. will be something like 10.10.1.150). Go ahead and enter **'Subnet mask'** number in the appropriate box, then do the same for the **'Default gateway'** box.

Towards the bottom of the window put a tick in the **'Use the following DNS server addresses'** round button. Enter the DNS server number you have been provided (should look something like 10.10.1.1) into the **Preferred DNS server** box. Do the same for the **Alternate DNS server** box.



Step 8: Click **OK** to save your new settings, close all open windows by clicking **OK**. Try your new connection by opening your web browser. If you cannot connect to the internet go through the above instructions again before seeking assistance.