



For New Windows ME and 2000 Computers that have not yet been set up for the Internet

1. Click on the icon named Internet Connection Wizard or go to Start—Settings—Dial Up Networking. Click on Next or Make New Connection.
2. For Network Connection Type, choose Dial up to the Internet. Click Next
3. Choose the third option, “I want to set up my Internet connection manually, or I want to connect through a local area network (LAN). Click Next
4. Choose “I connect through a phone line and a modem” Click Next.
5. The area code is 519. Go to the phone number, put in the local modem number for you, it will be found on your “Personal Internet Information Sheet”. Make sure the country code is Canada. Click Next.
6. Put in the username and password as assigned by IGS. This is also found on your “Personal Internet Information Sheet.” Click Next.
7. For a name for the connection, type in IGS. Click Next.
8. Say “Yes” to setting up a mail account.
9. It will ask for YOUR Name. Type in Your Name. You can use spaces and Capital letters if you want eg. Fred Flintstone. Click Next.
10. Type in your email address. *Make sure everything is small letters with no spaces.* Eg fred@kw.igs.net Click Next.
11. Make sure the choice in the drop down window is set to POP3.
12. Type in the name of the incoming POP3 server. It is pop3.kw.igs.net (All small letters no spaces, this is EXTREMELY important.) Type in the name of the Outgoing SMTP server, it is smtp.kw.igs.net Click Next
13. Your account name is the username as assigned by IGS. Type in the password as assigned by IGS. Click next.
14. Click Finish to exit the wizard.
15. In Dial Up Networking you will now have an icon called IGS. Use the right mouse button, click once on the IGS icon and go to properties. Left click on properties. Go to the Networking Tab. In the drop down menu it must be set to PPP, Windows... In the components checked are used by this connection, ONLY Internet Protocol, (TCP/IP) should be checked. Click on the Settings button and take the check marks out of everything here. (Nothing should be chosen.) Click OK
16. Double Click on the IGS icon and make sure the username and password are entered for you. If not, or if the username is incorrect, type in your username with IGS, all small letters no spaces.
17. The phone number should be entered for you already, without the 519. Click connect. You should hear the modem dial and you will see a screen pop up in front of you and tell you that you are connected to IGS K-W. You can close this screen so that you do not see it again.



18. Go to Outlook Express. Once the program is open, go to tools and then accounts. You will have a listing for pop3.kw.igs.net. Click the listing, and click on properties. In the General tab type your email address in the Reply Address. Copy it from the line above where it lists the email address.
19. Go to the advanced tab. About half way down you will see "Server Timeout." Slide the tab so it is set for 3 minutes.
20. Click OK and then close.
21. Your mail is now set up to work with IGS.
22. In the Dial Up Networking window, right click on the IGS icon and choose, Create Shortcut. Close off the window and you will see an icon on your main Windows desktop.
23. Click on Internet Explorer and it will start up. Go to Tools and Internet Options. In the General Tab, choose as a default start page <http://www.kw.igs.net>
24. Click OK
25. Enjoy your on-line time with us!