

# Getting online

2010/11 edition

## Welcome to the Student Network Service

Most study bedrooms in The University of Nottingham's halls of residence have a network point that connects to the campus Student Network Service (SNS). This provides access to a range of networked facilities such as email and the internet. The cost for this service is included within your hall fees.

## Accessing the Student Network Service

Plug your network cable into the network point (data socket) and then into your computer. If you have not brought your own cable one may be available in the room or from your hall manager. Open your internet browser and if you cannot see the SNS registration page when you start the browser, you will need to check your computer settings. Instructions for doing this are printed on the reverse side of this card.

### Membership of the Student Network Service

Once you have the SNS registration page on screen, follow the onscreen instructions. You will need to enter your University of Nottingham student ID number, network username and password. You were issued with your network username and password when you completed the online registration process for the University. However if, for any reason, you do not have these you can register for them from any IS computer room on campus.

When registration is complete, you will be taken through a process to check that your computer meets the minimum requirements for SNS, including the latest Windows patches and up-to-date anti virus software. Once this process is complete, you will be able to use the SNS.

For more information about the Student Network Service visit:

[www.nottingham.ac.uk/is/sns](http://www.nottingham.ac.uk/is/sns)



The University of  
**Nottingham**

Information Services

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## Configuring your SNS connection

### Windows Vista

- click on the **Start** button
- in the **Start Search** box type the letters 'ncpa.cpl' and press **Return**
- in the **Network Connection** window double click on **Local Area Connection**
- click on **Continue** when prompted for permission and click **Properties**
- in the dialogue box that opens select **Internet Protocol Version 4 (TCP/IPv4)** and click **Properties**
- in the dialogue box, select **Obtain an IP address automatically** and then **obtain DNS server address automatically**
- click on **OK** to close the window and then click **Close** on the **Connection Properties** window

### Windows XP

- click on the **Start** button
- click on **Run** and type the letters 'ncpa.cpl' and press **Return**
- in the **Network Connection** window right click on **Local Area Connection** and select **Properties**
- select **Internet Protocol (TCP/IP)** and click on **Properties**
- select **Obtain an IP address automatically** and then **Obtain DNS server address automatically**
- click on **OK** to close the window and then click **Close** or **OK** on the **Connection Properties** window

### Configuring Proxy settings (the same applies for Vista and XP)

- open Internet Explorer
- on the menu bar click on **Tools** and then on **Internet Options**
- click on **Connections** and then **LAN settings**
- in the window that opens make sure that only **Automatically Detect Settings** is selected
- click on **OK** to close both windows

## Helpline

Contact the **SNS Helpline** on **13396**; ext. (0115) 95 **13396**. Monday to Friday 8am–6pm; Saturday 10am–4pm or email: [sns@nottingham.ac.uk](mailto:sns@nottingham.ac.uk)

