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CONNECTING YOUR NEW COMPUTER



You've been sent a new comptuer and you need to connect it to the network and get to work. Here's where to start.

WHATS INVOLVED

The Data Outlets. Usually in two or four outlets in the area you need to install your computer



In the Data Cabinet usually out of the way somewhere (BIG BLACK GLASS FRONT). This is a patch panel. The number on this links to the number on the data outlet above. Usually have 24 holes. (or if more than 24 outlets there will be more of these.



The Network Switch joins all the computers and printers together so they can all talk to each other and have internet access etc.

1. Plug in your computer and screen to the power and turn on.
2. Plug the long data cable into the PC and the other end into a free number on the data outlet at the wall.
3. Go to the cabinet and plug one end of the short data cable into the same number on the patch panel.
4. Plug the other end of the short cable into one of the spare holes on the top network switch (there may be two).
5. Check your computer. You should have access to the internet now.

Once you're connected call Paul so he can remote in and finish Toniq and printer setup.

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