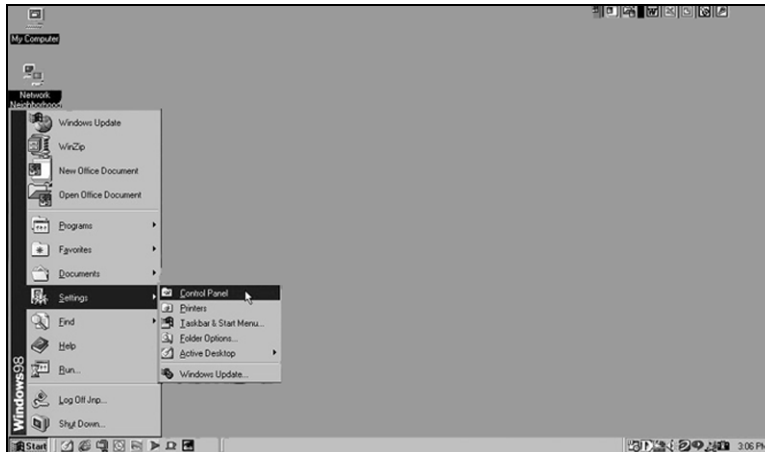


*Follow these instructions very closely and do not skip any part!*  
**For Windows 98 or Windows ME**

The following instructions will allow you to setup your computer for use with Midcoast Internet Solutions through your modem.

Midcoast Internet Solutions may not be held responsible for any problems caused by this configuration.

*Window A*

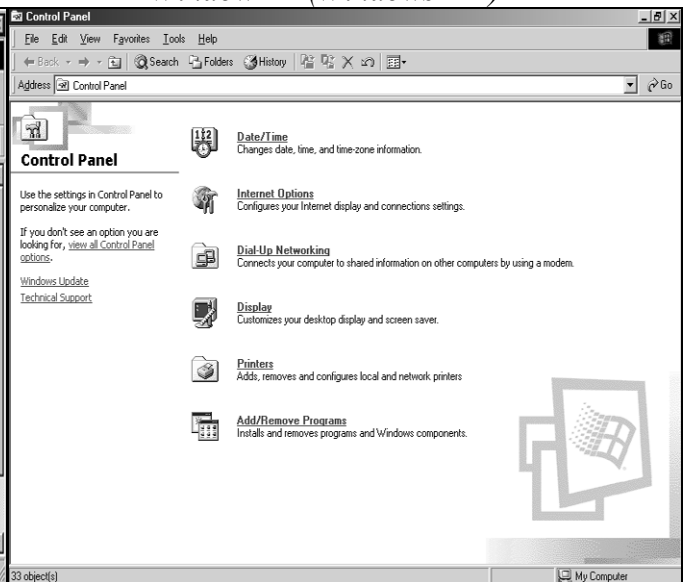


- On the Windows desktop, click on the “Start” button, generally in the lower left hand corner. Slide your mouse pointer up to settings.
- Click on “Control Panels” (See *Window A*).

*Window B1 (Windows 9x)*

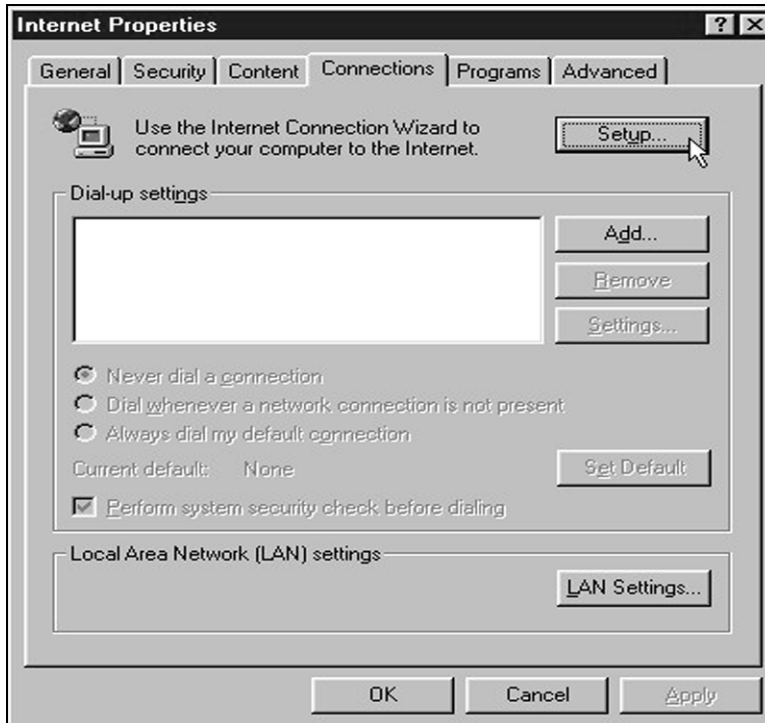


*Window B2 (Windows ME)*



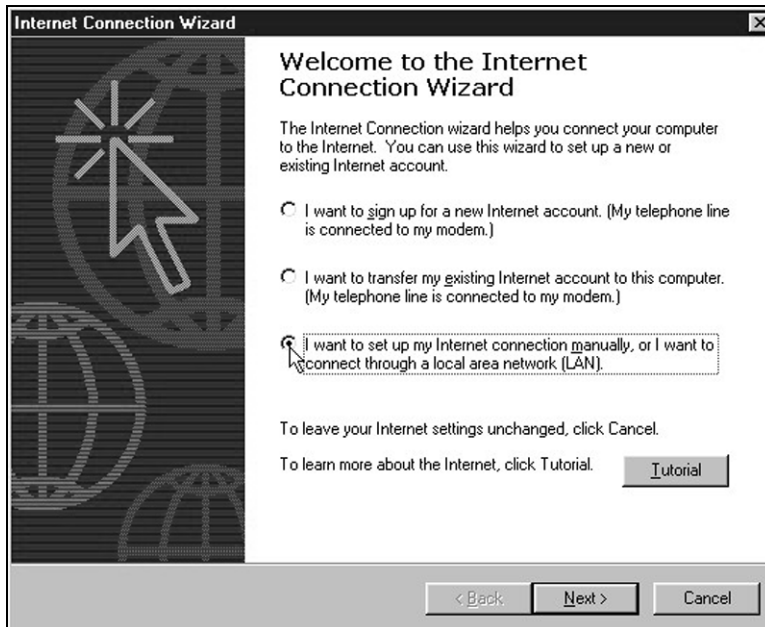
- Double click the “Internet Options” icon.

### Window C



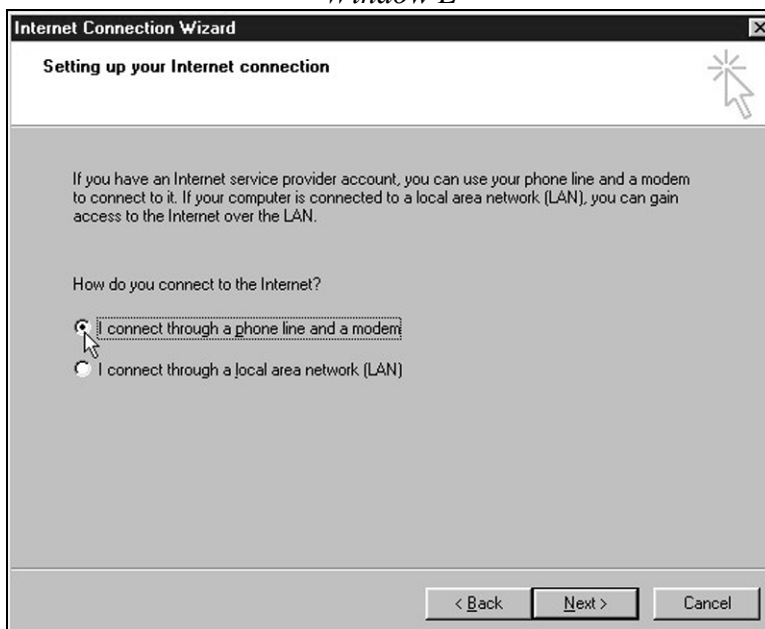
- In the “Internet Properties” screen, click on the “Connections” tab at the top (See Window C).
- On the “Connections” screen, click on the “Setup” button near the top (See Window C).

### Window D



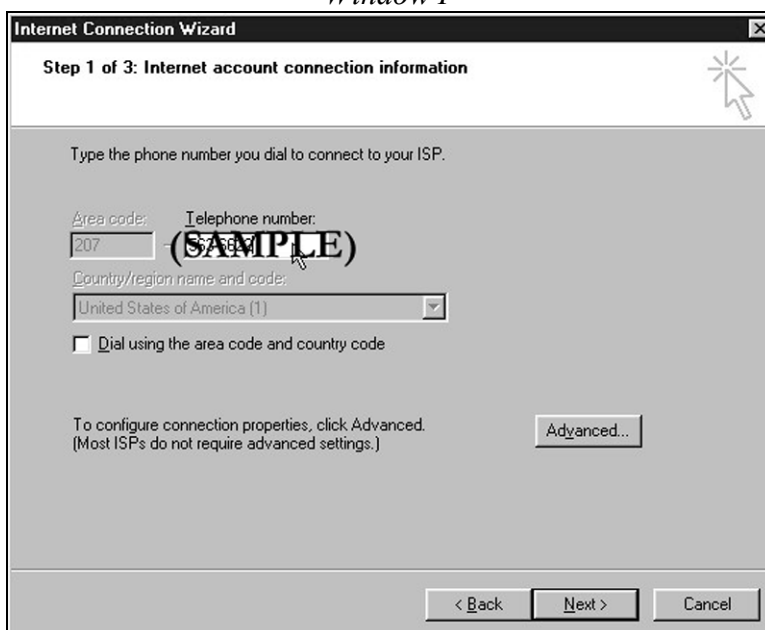
- On the “Internet Connection Wizard” screen, click on the third option as in the picture above.
- Then click “Next” at the bottom of the screen.

### Window E



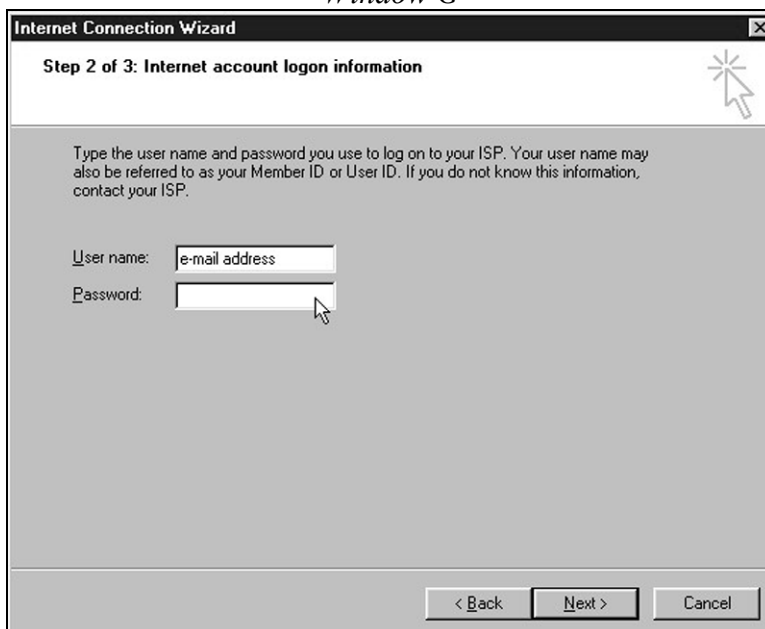
- Be sure there is a dot in the circle next to “I connect through a phone line and a modem.” If not click on the circle once.
- Then click “Next” (See Window E).

### Window F



- Click in the box under “Area code” and type in your area code, then click in the box under “Telephone number:” and type the local access number to dial Midcoast Internet Solutions.\*  
\*Please be sure to choose a local number for your area. Midcoast Internet solutions will not be held responsible for any long distance charges.
- On this screen you will see a check box with “Dial using the area code and country code” next to it. Click on the check mark and remove it from that box. (The area code and country code fields will turn gray.)
- Then click “Next” (See Window F).

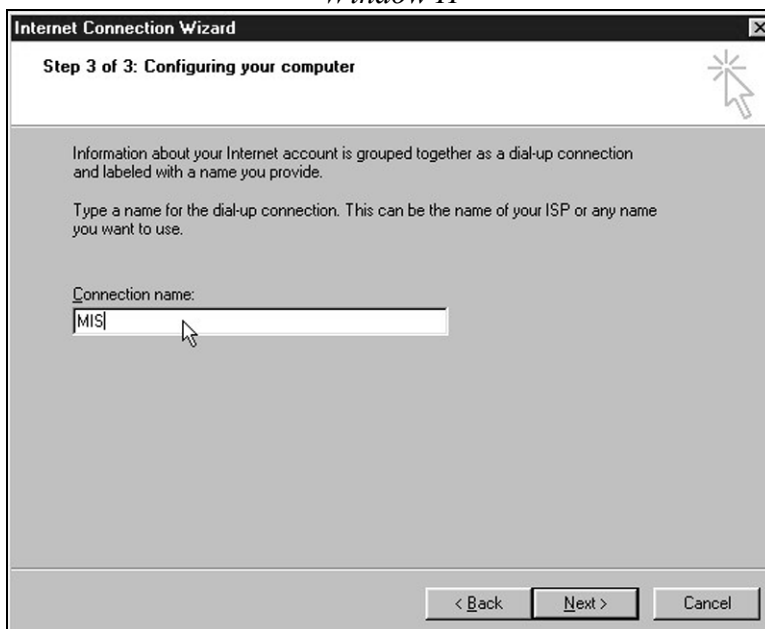
## Window G



The screenshot shows a window titled "Internet Connection Wizard" with a close button in the top right corner. The title bar also contains the text "Internet Connection Wizard". The main content area is titled "Step 2 of 3: Internet account login information". Below the title, there is a paragraph of text: "Type the user name and password you use to log on to your ISP. Your user name may also be referred to as your Member ID or User ID. If you do not know this information, contact your ISP." Below this text are two input fields. The first is labeled "User name:" and contains the text "e-mail address". The second is labeled "Password:" and is empty. At the bottom of the window, there are three buttons: "< Back", "Next >", and "Cancel".

- Click on the box next to “User name:” and type in your full MIS e-mail address (i.e. [username@midcoast.com](mailto:username@midcoast.com) or [username@lincoln.midcoast.com](mailto:username@lincoln.midcoast.com). Please use lowercase letters.) (See Window G).
- Click in the box next to “Password.” Type in your MIS account password.\*  
\*(See your MIS Registration Form for your password. Please use all lowercase letters.)
- Then click “Next.”

## Window H

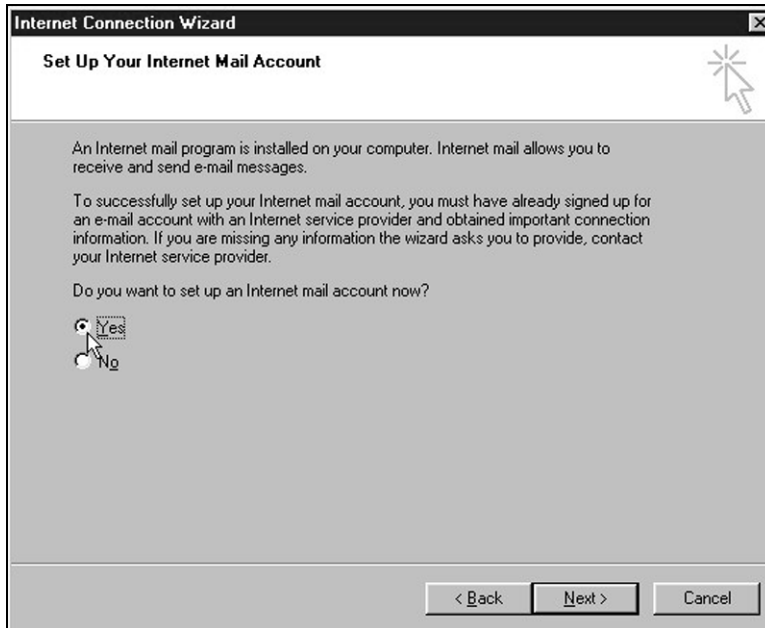


The screenshot shows a window titled "Internet Connection Wizard" with a close button in the top right corner. The title bar also contains the text "Internet Connection Wizard". The main content area is titled "Step 3 of 3: Configuring your computer". Below the title, there is a paragraph of text: "Information about your Internet account is grouped together as a dial-up connection and labeled with a name you provide." Below this text is another paragraph: "Type a name for the dial-up connection. This can be the name of your ISP or any name you want to use." Below this text is an input field labeled "Connection name:" which contains the text "MIS". At the bottom of the window, there are three buttons: "< Back", "Next >", and "Cancel".

- Under “Connection name:” remove the entry and type in “MIS” (See Window H).
- Then click “Next.”

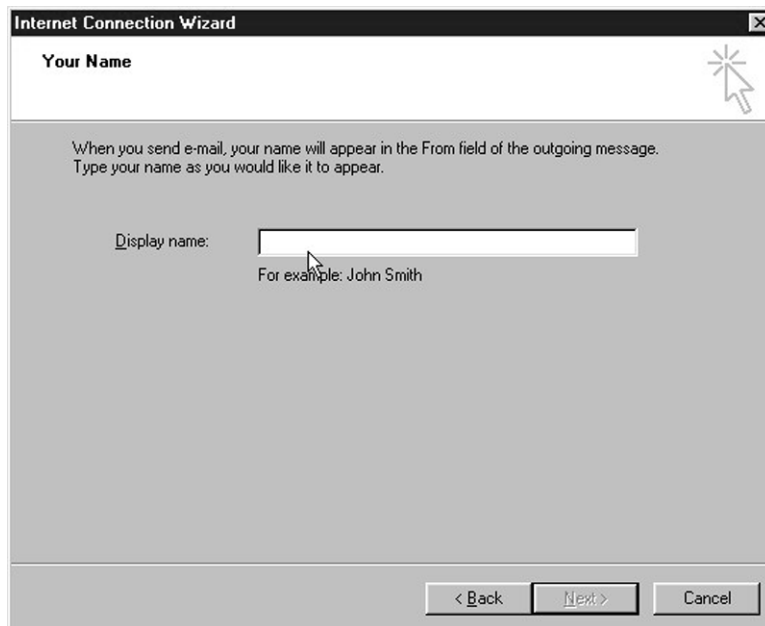
**Now we will set up your E-Mail!**

### Window I



- If you would like to use Microsoft Outlook Express put the dot in the circle next to “Yes,” then click “Next” (See Window I).
- If you would like to use another email program (i.e. Eudora Light) put the dot in the circle next to “No.” Then skip to Window N on Page 7. Instructions for Eudora Light are available in the back of this packet.

### Window J



- Click in the box next to “Display name:” and type in your name (i.e. John Smith). The display name appears in front of your e-mail address, so type it as you would sign your name, with capital letters and punctuation (See Window J).
- Then click “Next.”

## Window K

The screenshot shows a window titled "Internet Connection Wizard" with a sub-header "Internet E-mail Address". Below the sub-header is a text box containing "username@midcoast.com". To the left of the text box is the label "E-mail address:". Below the text box is the text "For example: someone@microsoft.com". At the bottom of the window are three buttons: "< Back", "Next >", and "Cancel".

- Click in the box next to “E-mail address:” and type in your MIS e-mail address (*See Window K*).
- Then click “Next.”

## Window L

The screenshot shows a window titled "Internet Connection Wizard" with a sub-header "E-mail Server Names". Below the sub-header is a text box containing "midcoast.com". To the left of the text box is the label "Incoming mail (POP3, IMAP or HTTP) server:". Above this text box is a dropdown menu with "POP3" selected. Below the text box is the text "An SMTP server is the server that is used for your outgoing e-mail.". Below this text is another text box containing "midcoast.com". To the left of this text box is the label "Outgoing mail (SMTP) server:". At the bottom of the window are three buttons: "< Back", "Next >", and "Cancel".

- Click in the box under “Incoming mail...” and type “midcoast.com” (without the quotes).
- Then click in the box under “Outgoing mail...” and type “midcoast.com” again (*See Window L*).
- Then click “Next.”

Note: -For users with lincoln.midcoast.com e-mail addresses use “lincoln.midcoast.com” for both servers.  
-For users with kona.midcoast.com or free.midcoast.com e-mail addresses use “kona.midcoast.com” for both servers.

### Window M

The screenshot shows the 'Internet Mail Logon' window of the Internet Connection Wizard. It has a title bar with 'Internet Connection Wizard' and a close button. The main area contains the following text: 'Type the account name and password your Internet service provider has given you.' Below this are two input fields: 'Account name:' with 'username' entered, and 'Password:' which is empty. A checked checkbox labeled 'Remember password' is below the password field. Further down, there is explanatory text about Secure Password Authentication (SPA) and a checkbox labeled 'Log on using Secure Password Authentication (SPA)' which is currently unchecked. At the bottom, there are three buttons: '< Back', 'Next >', and 'Cancel'.

- Click in the box next to “Account name:” and type in your user name (which is the first half of your e-mail address, before the “@” symbol).
- Then click in the box next to “Password:” and type in your password.\*  
\*See your MIS Registration Form for your password. (Password will show up as \*\*\*\*\*.)
- Then click “Next.”

### Window N

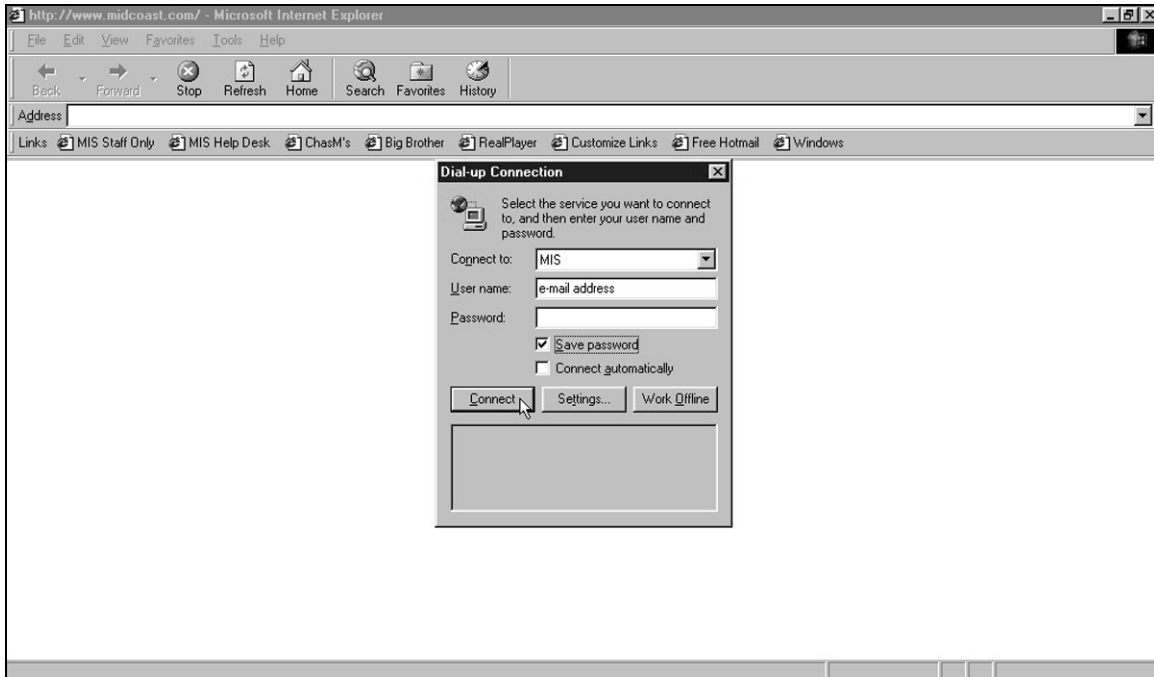
The screenshot shows the 'Completing the Internet Connection Wizard' window. The title bar says 'Internet Connection Wizard'. The main area contains the following text: 'Completing the Internet Connection Wizard', 'You have successfully completed the Internet Connection wizard. Your computer is now configured to connect to your Internet account.', and 'After you close this wizard, you can connect to the Internet at any time by double-clicking the Internet Explorer icon on your desktop.' There is an Internet Explorer icon to the right. Below this is a checked checkbox with the text 'To connect to the Internet immediately, select this box and then click Finish.' At the bottom, there is the text 'To close the wizard, click Finish' and three buttons: '< Back', 'Finish', and 'Cancel'.

- Make sure there is a check in the box next to “To connect to the Internet immediately...” (See Window N).
- Then click “Finish!”

**You have now completed the necessary settings to connect to the Internet.  
CONTINUE ON TO PAGE 8**

# Instructions to connect to the Internet and get e-mail once settings have been completed

*Window O*



- To connect, press the “Connect” Button (*See Window O*).
- Once the screen shown in the middle of *Window O* disappears you are on the Internet and ready to surf!