

University Wired Network (Ethernet) on Windows

To use your laptop with a wired connection at the University (including the University Colleges), you need to use the “proxy”. However, you don’t want to use the proxy when using the wireless network, or outside the University.

These instructions show you how to set-up your computer to use the proxy with the Firefox web browser. When you are using the wired connection at the University you use Firefox; at other times you can use any other web browser, such as Chrome, Edge or Internet Explorer.

Installing Firefox

First you will need to install Mozilla Firefox if you don’t already have it.

Go to www.mozilla.org/firefox to download and install.

When Firefox is installed, follow the instructions on the next page.

Using Other Applications

If you would like to use applications other than the web browser on the University wired network, such as Skype or Spotify, please contact Student IT for instructions.

Need IT help?

Ask a friendly Student IT Advisor

Try our help site: www.otago.ac.nz/studentit

Talk to us online: www.facebook.com/uostudentit

Need IT help? Call us on **(03) 479 5170**

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Setting up Firefox for the Wired Network

1. Open Firefox, and open the Advanced Options by:
 - going to the **Menu > Options > Advanced**
or
 - typing **about:preferences#advanced** in the address bar
2. Click **Network**
3. Click **Settings**
4. Select **Manual Proxy Configuration**
5. Enter the following in the boxes:
HTTP Proxy: **proxy.student.otago.ac.nz**
Port: **3128**
6. Check the box marked **Use this proxy server for all protocols**
7. Click **OK**

Now you can use Firefox to browse the web when connected to the University wired network and any other web browser at all other times.

