

NetMeeting configuration notes

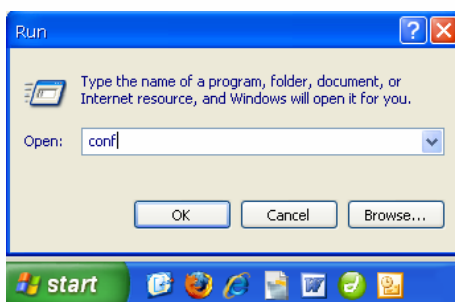
How to open NetMeeting 3.01

1. If you are using an XP machine you can move straight to **step 3** as you already have the correct version 3.01 installed on your computer.
2. If your machine is older (e.g. 95, 98, 2000) you will need to update your version of NetMeeting by uninstalling and reinstalling version 3.01. Download the file from the Data Conferencing web page at [How do I get started?](#)

Download

[NetMeeting 3.01](#) for older versions of Microsoft Windows (95, 98, ME, 2000, etc)

3. Select the Windows **Start** button and select **Run**.
4. Type **conf** and select **ok**.



5. If this is the first time you have opened NetMeeting you will be required to fill out configuration details.

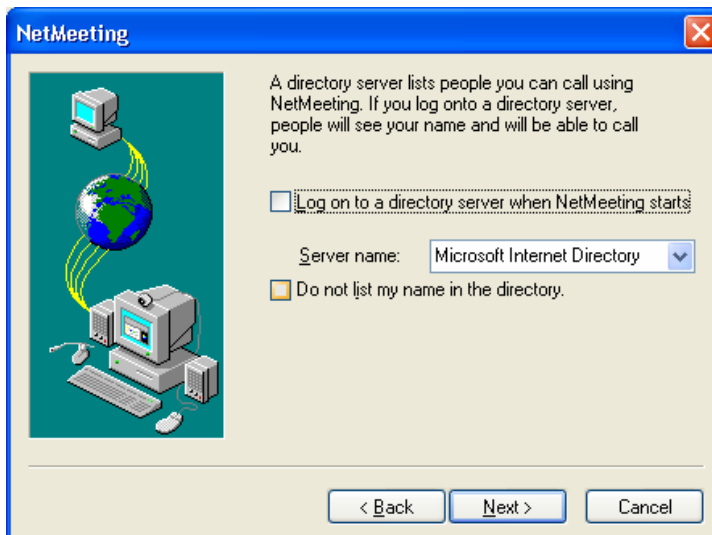
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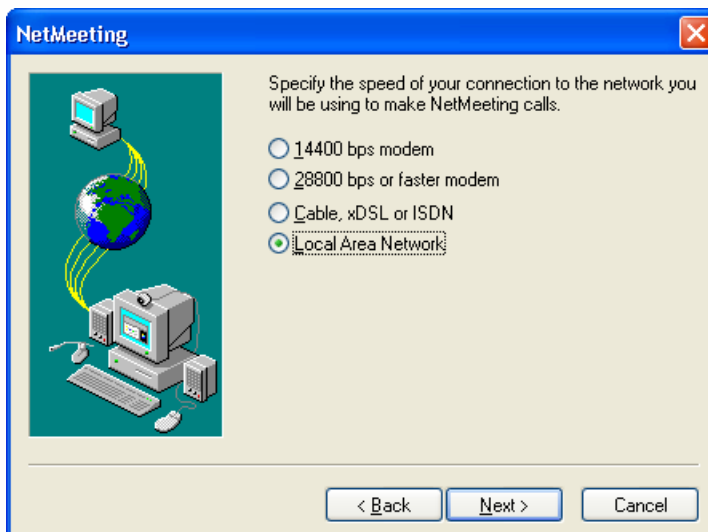
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6. Uncheck the two boxes on the screen and select **Next**.



7. Select **Local Area Network** and select **Next**.



8. Complete with your preferences and select **Next**.



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9. Follow the screen prompts through the audio checks until you have finished.
10. NetMeeting is now configured and you can begin to work offline if you wish to work through the participant guide or log straight into a class.

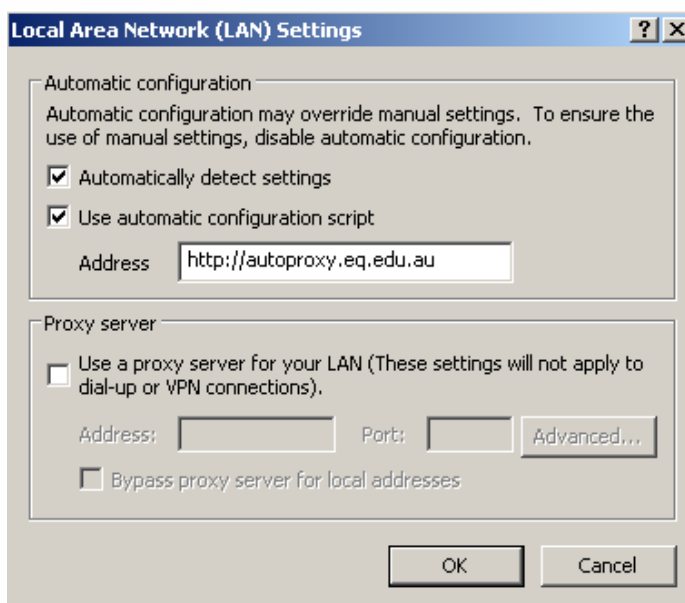
To learn how to go to a class visit [How to join a data conference](#).



Proxy Settings

Schools need to use the Education Queensland Autoproxy settings to access the Data Conferencing server. If your school uses it's own proxy settings you may experience problems. To check/change your settings:

1. Open your Internet Explorer browser.
2. Select the **Tools** menu and select **Internet Options**.
3. A dialogue box will display. Select the **Connections** tab and select the **LAN Settings** button.
4. Another dialogue box will display. Ensure the **Automatically detect settings** and **Use automatic configuration script** options are both selected as shown below.



5. Ensure the **automatic configuration script** URL is included in the Address field: **http://autoproxy.eq.edu.au**
6. Select the **OK** button.

Contact

p 07 3421 6656
e learningplace@deta.qld.gov.au

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