
Mac Laptop Configuration (10.4 – Tiger)

OVERVIEW

All entering students are required to have a secure laptop computer capable of accessing all resources utilized in the Kellogg environment. This document is intended for students using a **Mac with Mac OS X 10.4.x – Tiger installed**. If you are using another version of Mac OS X please revisit the Kellogg website: www.kellogg.northwestern.edu/kis and download the appropriate instructions.

Before you begin please connect your laptop's power adapter and an Ethernet cable to their respective outlets.

BEFORE YOU BEGIN: SECURE YOUR LAPTOP

You are responsible for providing a secure laptop to connect to the Kellogg network, specifically:

1. A **fully-patched version of a recent operating system** that is configured to update automatically.

At this time, please make sure your laptop is fully updated with all current operating system patches:

1. From the **Apple** menu, choose **Software Update**.
 2. Software Update checks for available updates, click **Install**.
 3. Enter your *administrator account name* and *password*.
 4. After installation is complete, **restart** the computer if a restart is required.
 5. **Repeat** this process until no updates remain available.
2. A **working antivirus solution** capable of real-time protection that is being automatically updated on a regular basis. If you do not have antivirus software installed at this time, please install Symantec AntiVirus from <http://www.it.northwestern.edu/software/sav/mac/index.html>.

CONFIGURE YOUR LAPTOP TO CONNECT TO THE RESOURCES AT KELLOGG

1. **Network Resources**
 - a. Connecting to the Northwestern wireless network
 - b. Connecting to the network printers
 - c. Connecting to the network shares
2. **Kellogg Email**
 - a. Configuring Entourage 2008 for Exchange
3. **Online Collaboration Tools**
 - a. Installing & Configuring Microsoft Messenger for Mac

Network Resources (10.4 – Tiger)

OVERVIEW

Kellogg Information maintains several network resources, accessible through the Northwestern wireless network. This document will help you configure your wireless networking, connecting to the numerous high-quality printers in the Jacobs Center and McManus, and configuring access to the network shares. This document is intended for students using a **Mac with Mac OS X 10.4.x – Tiger installed**. If you are using another version of Mac OS X please revisit the Kellogg website: www.kellogg.northwestern.edu/kis and download the appropriate instructions.

DOWNLOAD THE CONFIGURATION APPLICATIONS:

1. Please download these applications from <http://www.kellogg.northwestern.edu/kis/StudentApps.zip>.

By default this ZIP file will be downloaded to your “Downloads” directory.

This file contains customized configuration applications Kellogg Information System’s has prepared. They will help automate the configuration. Due to your OS version, you will not use all of the enclosed applications.

CONNECT TO THE NORTHWESTERN WIRELESS NETWORK

1. **Turn On** AirPort Card
2. Select “**Northwestern**” from the available wireless networks.
3. Input your **NetID** and **Password** when prompted
4. **Accept** the security certificate

CONNECT TO THE NETWORKED PRINTERS

1. **Locate** the **KSMStudentPrinters** application you downloaded above. Check your “Downloads” directory.
2. **Double-click** the **KSMStudentPrinters** application.
3. This application will prompt you to install the printers most commonly used by students.
4. **Click Yes** to each Printer you are prompted for.

Please Note:

Before you can print to a network printer, you need to authenticate to the print server. In some cases, you will receive a prompt to authenticate when you attempt to print.

If you do not receive a prompt:

1. Open the printer from **System Preferences > Print & Fax**
2. **Click** on your print job
3. **Choose** "Resume,"
4. When prompted enter the following information:
 - User Name: Kellogg*Your NetID*
 - Password: Your NetID password

Network Resources (10.4 – Tiger)

CONNECT TO THE NETWORK SHARES

1. On the Finder menu bar, click **Go > Connect to Server...**
2. **Type** `smb://129.105.97.92/Your NetID`
3. **Click** the + button and add it to your favorites
4. **Click Connect.**
5. When prompted enter the following information:
 - User Name: **Kellogg\Your NetID**
 - Password: **Your NetID password**
6. **Type** `smb://129.105.97.92/docs`
7. **Click** the + button and add it to your favorites
8. **Click Connect.**
9. When prompted enter the following information:
 - User Name: **Kellogg\Your NetID**
 - Password: **Your NetID password**
10. **Type** `smb://129.105.97.92/web$`
11. **Click** the + button and add it to your favorites
12. **Click Connect.**
13. When prompted enter the following information:
 - User Name: **Kellogg\Your NetID**
 - Password: **Your NetID password**

Note:

These network drivers will be explain in detail during TEK Camp. Please save any questions regarding them for that event. If you encounter any problems connecting to these resources ask a Kellogg Information Systems staff member.

Kellogg Email (Office 2008)

OVERVIEW

This document requires that Microsoft Office 2008 for Mac be installed and updated. Entourage 2008 is the preferred email client on the Macintosh OS; if you have another mail client we highly recommend purchasing Office 2008 for Mac.

Please note: There are several version of Office 2008 for Mac, the *Home and Student* edition cannot connect to Exchange.

CONFIGURING ENTOURAGE 2008

1. **Locate** the **KSMEntourageSetup** application you downloaded above. Check your “Downloads” directory.
2. **Double-click** the **KSMEntourageSetup** application.
3. Follow the dialogue boxes and this application will assist you in configuring your Entourage 2008 client.

Online Collaboration Tools (Microsoft Messenger for Mac)

OVERVIEW

Microsoft Messenger for Mac provides quick and easy real-time communication among members of the Kellogg community. You can use this tool to communicate with your colleagues and classmates, wherever they are via instant message, voice, or video chat.

DOWNLOAD THE APPLICATION:

Note:

Microsoft Messenger is included as part of Microsoft Office 2008. If you have previously installed Office, you can proceed to "**Configure Microsoft Messenger for Mac**".

1. Download Microsoft Messenger for Mac <http://www.microsoft.com/mac/products/messenger/>.
2. **Double click** on the DMG file you downloaded above to mount the image.
3. A disk named "Microsoft Messenger" will appear on your Desktop, **open** that image.
4. **Drag** the Microsoft Messenger application to your Applications folder.

CONFIGURE MICROSOFT MESSENGER FOR MAC

1. **Launch** Microsoft Messenger and the Setup Assistant will automatically begin.
2. Click **Next** to proceed.
3. Click **Next** and **Agree** to the Microsoft Messenger for Mac 7 License agreement.
4. Setup Assistant will then try to find and remove any previous version of Messenger.
5. **Select** the checkbox for "Corporate Account" and click **Next**.
6. Click **OK**.
7. Provide your account information
E-mail address: **Your Kellogg E-mail Address**
User ID: **Kellogg\[Your NetID]**
Password: **Your NetID Password**
8. **Select** "Remember my password", and click **Next**.
9. Choose your preferences for how you want Messenger to launch and click **Finish**.

CONGRATULATIONS

You have completed configuring your Macintosh.