

Novell Client & Printer Installation Instructions for Windows 2000 & XP and also for Windows 98 & ME

Windows 2000 and Windows XP: Installation of Law School Printers Uninstall Novell Instructions

The following instructions are for the Novell Client for Windows 2000 & XP:

- 1) Browse Lab CD to the folder labeled “Novell” and then Novell 2K & XP
- 2) Double click to open folder and Double click the file named “**setupnw.exe**”
- 3) Click “**yes**” for the license agreement
- 4) **THE FOLLOW STEPS MUST BE DONE CORRECTLY!!
READ CAREFULLY:**
- 5) Click on “**Custom Installation**”; click “**Next**”
- 6) Click “**Novell Distributed Print Service (NDPS)**”; click “**Next**”
- 7) Select option “**IP and IPX**”; click “**Next**”
- 8) Be sure “**NDS (Netware 4.x or later)**” is checked; click “**Next**”
- 9) If a dialog box comes up for **TREE**, enter **LAW**.
- 10) Click on “**Finish**” and “**Reboot**”
- 11) Click Cancel when the Novell sign pops up after rebooting.

Enter your Novell (Lab) user name and password and click the “**Advanced**” button.

- 6) Type in the following:
For Tree: type in **LAW**
For Context, type in **Students.law**
For Server, type in **law-s.lclark.edu**
Click “**OK**”

Your Novell log in screen will now be present at all times.

When you are OFF campus, you will need to check the box on the Novell login screen “WORK STATION ONLY” and enter your Windows password. If you wish, you can make your Windows password the same as your Novell password for ease of use.

You are now ready to install Law School student printers:

- A. **Win 2000 & XP: Installing and configuring student LAB/LIBRARY/WOODHALL NDPS printers and drivers.**
 1. Go to Start, Settings, Printers. (*or* Start, Settings, Control Panel, Printers)
 2. Double click on **Add Printer icon**, then click **Next**.
 3. Click on **Network printer**, then click **Next**.
 4. Check **Browse** for a printer, click **Next**,
 5. Double Click on **NDPS Printers**
 6. Double Click on **NDPS Controlled Access Printers**
 7. Double Click on **LAW**, and then **LAW** again.
 8. Double Click on **LAB**
 9. There are currently 3 printers accessible to students. We recommend that you install all 3 printers. One printer is located in the student lab, one in Wood Hall, and the other in the Boley copy room behind the circulation desk.

10. You can now choose between: Law_Boley_Printer or Law_Lab_Printer or Law_Woodhall_Printer (be sure to select the printers that DO NOT have a number with the printer name).
11. A pop up box will appear stating “The server for the printer does not have the correct printer driver installed...etc” Just click **OK**
12. In the next screen, Click “**Have Disk.**”
13. In the next screen, click on “**Browse.**”
14. Click to find the drive “**g:\law_s\voll\apps**” option. This will display the 3 folders: Win2000-NT; WIN95-98-ME; WINXP. **Double click on your Windows Software folder.** Then click on the folder **HP8150DN.** Click **OK** twice.
15. Choose the “**HP LaserJet 8150 Series PCL 6** and Click **Next**
16. If you want this printer to be the default printer, click **Yes.** Click **Next.**
17. You should be back to the Windows Desktop with the Printers window open.
18. In the Printers window, right click on the printer icon you just installed.
19. Click on Properties. Check the following tabs:
 - a. **Configure tab:**
 1. Click box “**Duplexing Unit**” (for double sided printing).
 2. Deselect the “**Mopier Enabled**” box.
 3. Lower on that same screen under “**Optional Paper Sources**” select “**2000 Sheet Input Tray.**”
 - b. **Network Settings:**
 1. uncheck “notify” (may or may not be present)
20. Then AGAIN, **right click** on newly installed printer, click on “**Printing Preferences**”, under “**Finishing Tab**” click box “**Print on Both Sides.**”, click “**OK.**”

UNinstalling Novell from your Windows 2000 and XP laptop:

It is VERY important that you follow the proper directions for uninstalling Novell from your laptop. An incorrect uninstall can crash your system.

DO NOT delete Novell in the ADD/REMOVE PROGRAMS section of your Windows platform.

Windows 2000 and XP instructions:

On your Windows Desktop:

- 1) Right Click on My Network Places
- 2) Click on the word “**Properties**”
- 3) Right Click on “Local Area Connection **LAN**”
- 4) Select “Properties”
- 5) You should see the words “**Novell Client for Windows**”...be sure this is highlighted.
- 6) Click on the bottom button “**Uninstall**”. This will uninstall the Novell client from your pc.

Windows 95/98 and Windows ME: Installation of Law School Printers Uninstall Novell Instructions

The following instructions are for the Novell Client for Windows 95/98 & ME:

- 1) Browse Lab CD to the folder labeled “Novell” and then Novell 95/98/ME
- 5) Double click to open folder and Double click the file named “**setupnw.exe**”
- 6) Click “**yes**” for the license agreement
- 7) **THE FOLLOW STEPS MUST BE DONE CORRECTLY!!**

READ CAREFULLY:

- 5) Click on “**Custom Installation**”; click “**Next**”
- 6) Click “**Novell Distributed Print Service (NDPS)**”; click “**Next**”
- 7) Select option “**IP and IPX**”; click “**Next**”
- 8) Be sure “**NDS (Netware 4.x or later)**” is checked; click “**Next**”
- 9) If a dialog box comes up for **TREE**, enter **LAW**.
- 10) Click on “**Finish**” and “**Reboot**”
- 11) Click Cancel when the Novell sign pops up after rebooting. If the Windows password login pops up, click cancel also.

CONFIGURE NOVELL.

- 12) After your PC reboots, you MAY see the Novell Login Screen. IF you do, continue with #13. IF YOU DO NOT, skip to #14.
- 13) Enter your Novell (Lab) user name and password and click the “**Advanced**” button.
Type in the following:
For Tree: type in **LAW**
For Context, type in **students.law**
For Server, type in **law-s.lclark.edu**
Click “**OK**”
- 14) Right Click on the **Large RED “N”** in the system tray. Click on **Novell Client Properties; Location Profiles**; Click on “**default**”; Click on **Properties**; then on the “**Services**” dialog box, click on “**Properties**”
 - a. **Credentials tab:**
 1. Uncheck box that says **Save profile after successful login**
 2. Under User Name: **put in your Novell login name**
 - b. **NDS tab:**
 1. Tree: type in the word **LAW**
 2. Context: type in the word **Students.law**
 3. Server: type in the word **Law-s.lclark.edu**

Installing NDPS Printers:

- B. **Win 95/98/ME: Installing and configuring student
LAB/LIBRARY/WOODHALL NDPS printers and drivers.**
 1. Go to Start, Settings, Printers.
 2. Double click on **Add Printer Icon** and then click **Next**
 3. Click on **Network printer**, then click **Next**.
 4. Check **Browse** for a printer, click **Next**.
 5. Click on **Entire Network; Novell Directory Services**; then the small tree that says **LAW**,

6. Click again on the word **LAW**,
7. Double Click on the word **LAB**,
8. There are currently 3 printers accessible to students. We recommend that you install all 3 printers. One printer is located in the student lab, one in Wood Hall, and the other in the Boley copy room behind the circulation desk.
9. You can now choose between: Law_Boley_Printer or Law_Lab_Printer or Law_Woodhall_Printer (be sure to select the printers that DO NOT have a number with the printer name).
10. After selecting your printer, click **OK**.
11. A pop up box will appear stating "The server for the printer does not have the correct printer driver installed....etc" Just click **OK**
12. In the next screen, Click "**Have Disk.**"
13. In the next screen, click on "**Browse.**"
14. Click to find the drive "**g:\law_s\vol1\apps**" option. This will display the 3 folders: Win2000-NT; WIN95-98-ME; WINXP. **Double click on your Windows Software folder.** Then click on the folder **HP8150DN**. Click **OK** twice.
15. Choose the "**HP LaserJet 8150 Series PCL 5e** and Click **Next**
16. If you want this printer to be the default printer, click **Yes**. Click **Next**.
17. You should be back to the Windows Desktop with the Printers window open.
18. In the Printers window, right click on the printer icon you just installed.
19. Click on Properties. Check the following tabs:
 - a. **Configure tab:**
 1. Click box "**Duplexing Unit**" (for double sided printing).
 2. UNclick the "**Mopier Enabled**" box.
 3. Lower on that same screen under "**Optional Paper Sources**" select "**2000 Sheet Input Tray.**"
 - b. **Network Settings:**
 1. uncheck "notify"
20. Then AGAIN, **right click** on newly installed printer, click on "**Printing Preferences**", under "**Finishing Tab**" click box "**Print on Both Sides.**" (if you want duplex) and click "**OK.**"

UNinstalling Novell from your 95/98 & ME laptop:

It is VERY important that you follow the proper directions for uninstalling Novell from your laptop. An incorrect uninstall can crash your system.

DO NOT delete Novell in the ADD/REMOVE PROGRAMS section of your Windows platform.

Windows 95/98 and ME Platform instructions:

On your Windows bottom task bar:

- 1) Click on START
- 2) FIND
- 3) Files or Folders
- 4) In the box that appears type in the name UNC32.exe
- 5) If this file shows up in the displayed list, double click the UNC32.exe, this will uninstall the Novell client.
- 6) IF your pc can not locate this file, contact a Student Lab assistant in person or email and we can email you a copy of the UNC32 file for uninstalling the client.