

GroupWise Remote 6.5 for the PC: *Direct Connect*

*******In order to use the GroupWise services you need to have an Internet Service Provider (ISP). (Earth Link, AOL, CompuServe, etc.) You also need to obtain some information from the GroupWise version installed on your office machine before attempting to install GroupWise at home. Please read Section A prior to attempting the GroupWise Remote home installation.*******

Please note: This documentation was created using a standard Hofstra PC (Windows 98/2000/XP) image. If your home computer has a different operating system or other software installed, the step-by-step instructions may vary slightly. If at any time you need assistance installing GroupWise, please call the Help Desk at 463-7777.

Minimum System Requirements

| | PC |
|---------------------------------------|-------------------|
| CPU | Pentium Processor |
| RAM (Memory) | 32 MB |
| Disk Space (c:\ or Hard drive) | 100 MB (minimum) |

GroupWise 6.5 Direct Connection

GroupWise Direct Connection – This method is used to establish a direct connection to your GroupWise Master Mailbox on campus. This method is recommended for fast connection speeds such as Cable or DSL.

Installation of GroupWise Software

Run the GroupWise installation CD from your home computer using the following instructions.

1. Save the GWClientInstall.exe file to your Desktop.
2. Double-click on GWClientInstall.exe file.
3. Double-click the My Computer icon on your desktop.
4. Double-click your C:\ Drive.
5. Double-click the Novell folder.
6. Double-click the GroupWise 6.5.4 ClientInstall folder.
7. Double-click on the Shortcut to setup.exe.
8. Double-click on the GroupWise on your desktop. This will launch GroupWise.
9. Please complete the following steps:
 - Enter your GroupWise user ID.
 - Enter your GroupWise password. (This is the same password on campus. Please remember that passwords are case sensitive).
 - Select TCP/IP and enter the Address: **ngwnameserver.hofstra.edu** and Port: **1677**
 - Click the **OK** button.
 - If you entered your user ID and password correctly your mailbox should appear.



The screenshot shows the 'Novell GroupWise Startup' dialog box. It has a title bar with a question mark and a close button. The dialog contains the following fields and controls:

- User ID (Required):** A text box containing 'username'.
- Password:** A text box containing 'xxxxxx'.
- Online:** A radio button that is selected.
- Address:** A text box containing 'ngwnameserver.hofstra.edu'.
- Port:** A text box containing '1677'.
- Caching mailbox path:** A text box containing 'C:\NOVELL\GroupWise\hdkkl'.
- Remote mailbox path:** A text box containing 'C:\NOVELL\GroupWise\hdkkl'.
- OK** and **Cancel** buttons are located at the bottom right.

If you have any problems or questions, please call the Help Desk at 516-463-7777.