Configuring and Using Yale’s Medical Library Proxy Server

• A connection through the proxy server allows you to access Yale Library resources from off-campus locations.
• Do not configure your Web browser until you have applied for and received a proxy account.
• Don’t use the proxy connection for all Web browsing (i.e. when you aren’t using Yale resources). Turn off the proxy when you don’t need it or consider setting one browser to use the proxy and leave another “unproxied”.

Configuring Internet Explorer

Instructions based on version 7.0

From the dropdown “Tools” menu, select “Internet Options”
Select LAN Settings

Under “Internet Options”
Select the Connections Tab and then
Click on the LAN settings

Select the Proxy Server

Click the checkbox next to
“Use a proxy server … “
and then click on Advanced
to proceed to the next screen

Note: This checkbox is your on/off setting for the proxy
Entering the Proxy Server Info

Enter the proxy server name and Port number
- proxy.med.yale.edu 3128 – in the boxes for HTTP and Secure

Complete the setup by clicking OK in each dialog box until all boxes are closed

The next website you go to after configuring the proxy server will require you to login using your proxy server username (full email address) and the password assigned to you

Turning off the Proxy

Your Web browser will continue to use the proxy connection until you “turn off” the proxy.

To turn off the proxy, follow the steps up to this point and uncheck the box. Close each window by clicking on OK to save your selection.