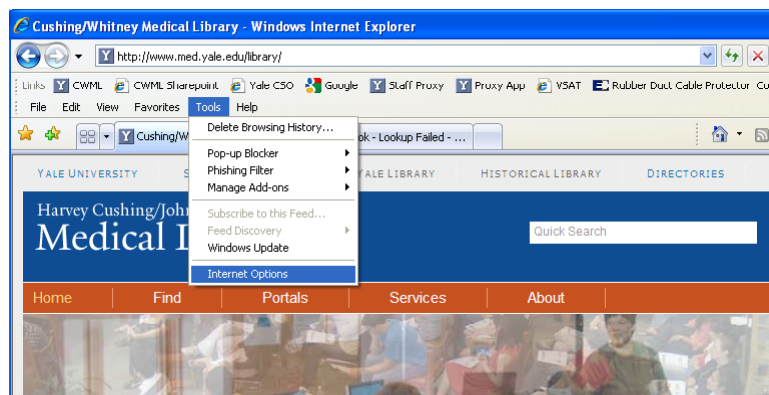


## Configuring and Using Yale's Medical Library Proxy Server

- 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"

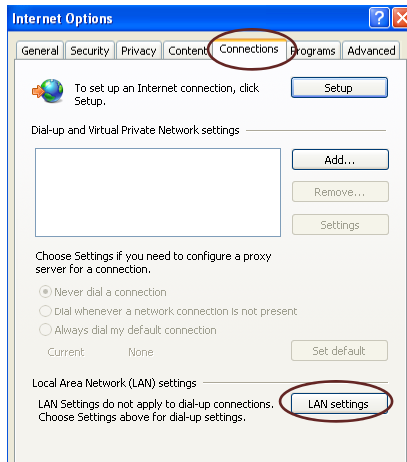
## Configuring Internet Explorer

Instructions based on version 7.0



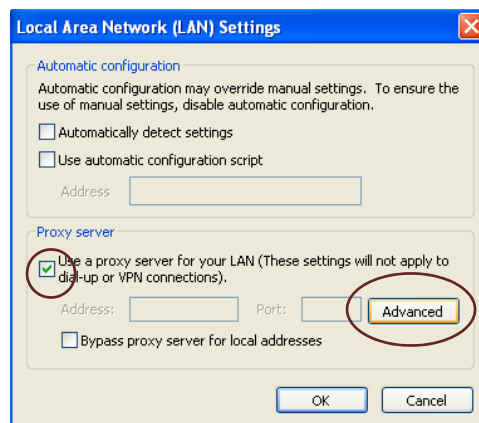
From the dropdown "Tools" menu, select "Internet Options"

## 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

Type	Proxy address to use	Port
HTTP:	proxy.med.yale.edu	3128
Secure:	proxy.med.yale.edu	3128
FTP:		
Socks:		

Use the same proxy server for all protocols

Exceptions  
Do not use proxy server for addresses beginning with:

\*.local

Use semicolons (;) to separate entries.

OK Cancel

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

Automatic configuration  
Automatic configuration may override manual settings. To ensure the use of manual settings, disable automatic configuration.

Automatically detect settings

Use automatic configuration script

Address:

Proxy server

Use a proxy server for your LAN (These settings will not apply to dial-up or VPN connections).

Address:  Port:  Advanced

Bypass proxy server for local addresses

OK Cancel

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.