

Instructions for remote updating using the normal telephone line.

If your client does not have an internet connection at home, you can still make use of the remote feature in StepbyStep.

You connect to the internet using a modem (usually inside the computer) and the normal telephone line using what is called a dial-up connection. Connections are made using an 0845 or 0844 number. There are a number of different companies providing this facility. The one we recommend is 'nippyinternet.co.uk', although in reality it does not matter which provider you use.

The cost to the client is 3.95p/minute peak, 1p/minute off-peak (6pm-6am) and 1p/minute at weekends from BT lines (non BT costs may vary slightly). Therefore if the client sends the clinician their results in the evening or week-ends then it will only cost about 5p each time.

Connections are made using a direct connection between the computer and the telephone socket. The cable used for dial-up has different ends:

One end will look like this, and plugs into the laptop. It needs to go into the back of the right hand side of the laptop (do not plug into the broadband socket) :



The other looks like a standard phone connector plug (on the left below), and plugs directly into the BT type wall socket:



Instructions for configuring the computer for dial-up networking:

The following instructions describe how to create a new dialup connection to Nippy Internet for Windows XP (laptop).

1. To begin, click the Windows Start menu, select '**Control Panel**'.
2. In the window that opens, click on the '**Network Connections**' icon.
3. On the next screen, choose the '**Create a new connection**'. The '**New Connect Wizard**' will now open, click '**Next**'.
4. On this screen select '**Connect to the Internet**' and click '**next**'.
5. Select '**Set up my connection manually**' and click '**next**'.
6. Choose '**Connect using a dial-up modem**' and click '**next**'.
7. Type a name for your new ISP Name, such as '**StepbyStep**', and click '**next**'.
8. Type in **0844 535 2000** into the '**Telephone Phone number box**', and click '**next**'.
9. On this screen, type in your '**user name**' (nippy) and your '**password**' (internet).  
Make sure the 2 boxes below are ticked. Click '**next**'.
10. Select the tick box to create a shortcut to the desktop and click '**Finish**'.
11. You can then dial out to connect to the internet or select cancel if you want to dial up at another time.
12. To use your new Nippy Internet connection click on the shortcut on your desktop

It is always a good idea to check that you can navigate to a web-site such as [www.google.com](http://www.google.com) using internet explorer, prior to attempting a remote connection, as this ensures that the connection is in place.

Please note the dial up connection will not work if your client has caller number identification withheld as a default when they dial out using their telephone (i.e 1471 does not give the number to the receiver). If this is the case, then simply prefix the dial up number with 1470, i.e 1470 0844 535 200 in step 8 above.

Once the transfer has been completed, it is a good idea to unplug the modem cable, to sever the connection.