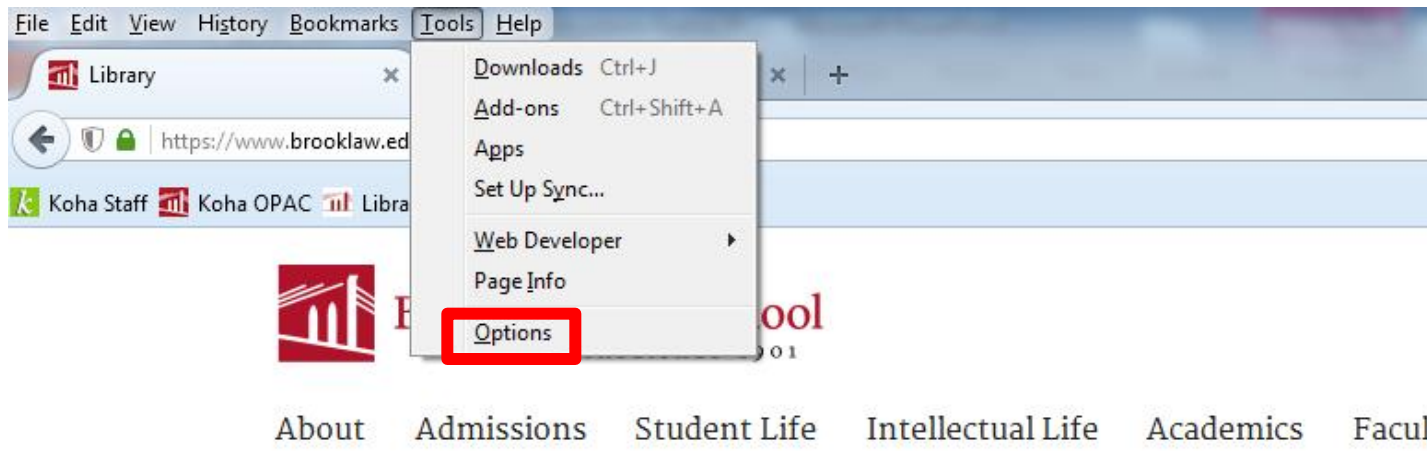


Proxy Server Instructions

For Firefox (PC)
December 2015

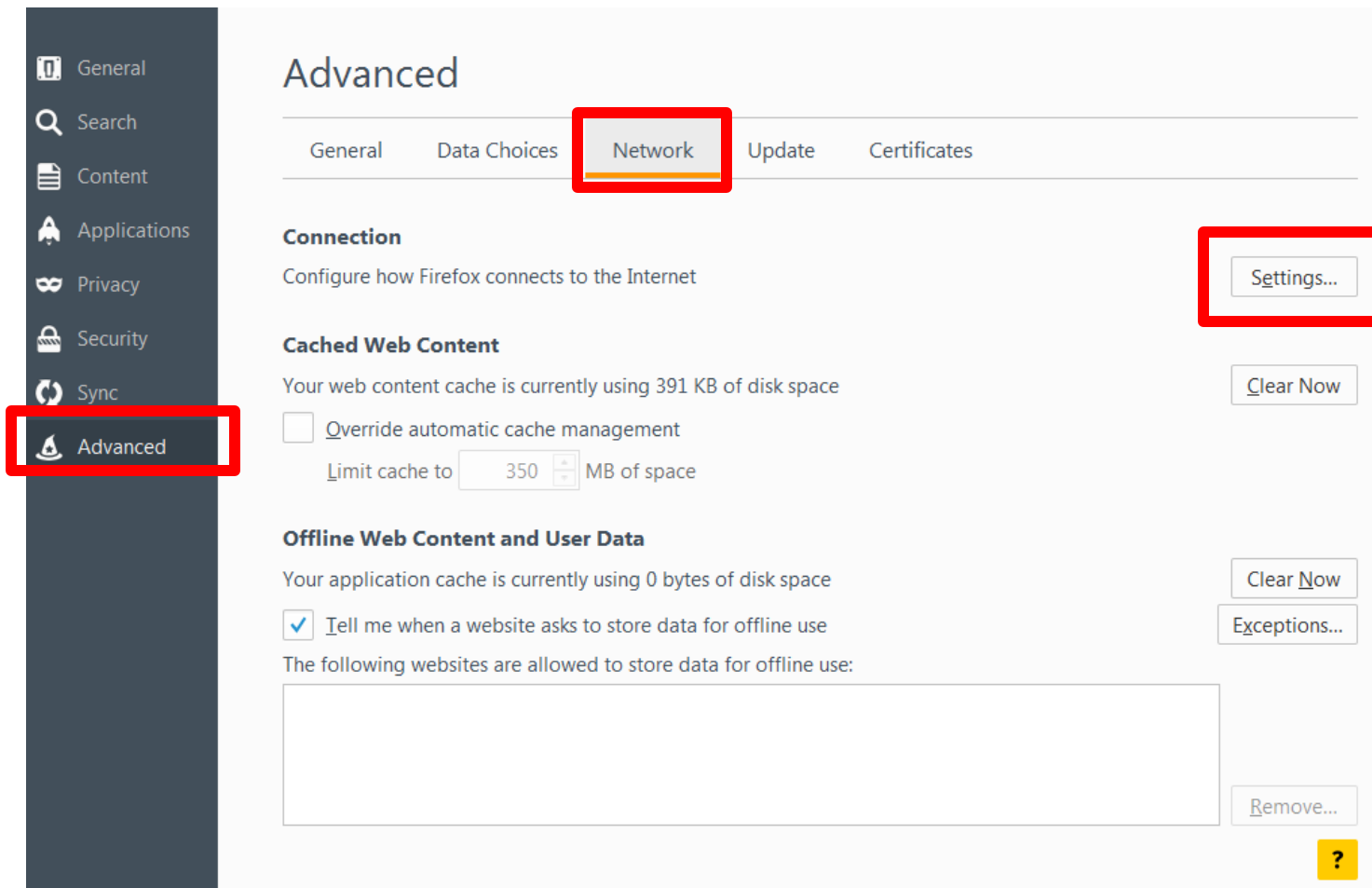


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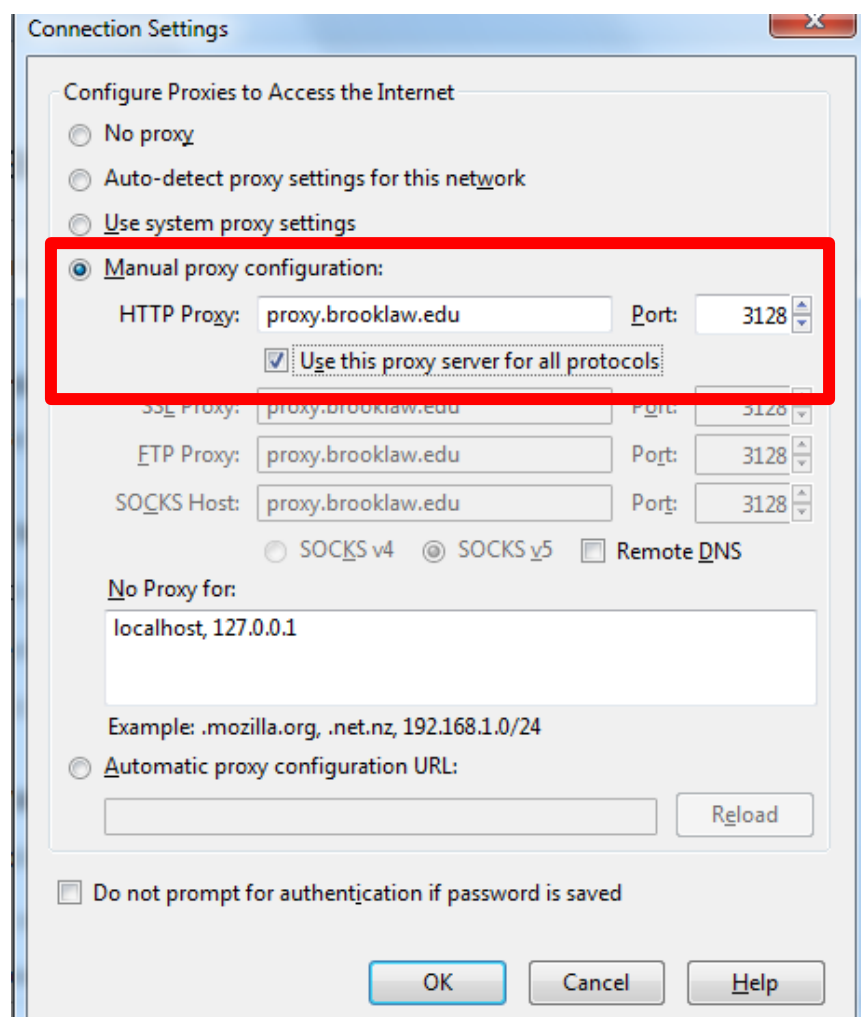
Step 1: Go to the Tools menu at top of page

- From pull-down menu, select Options



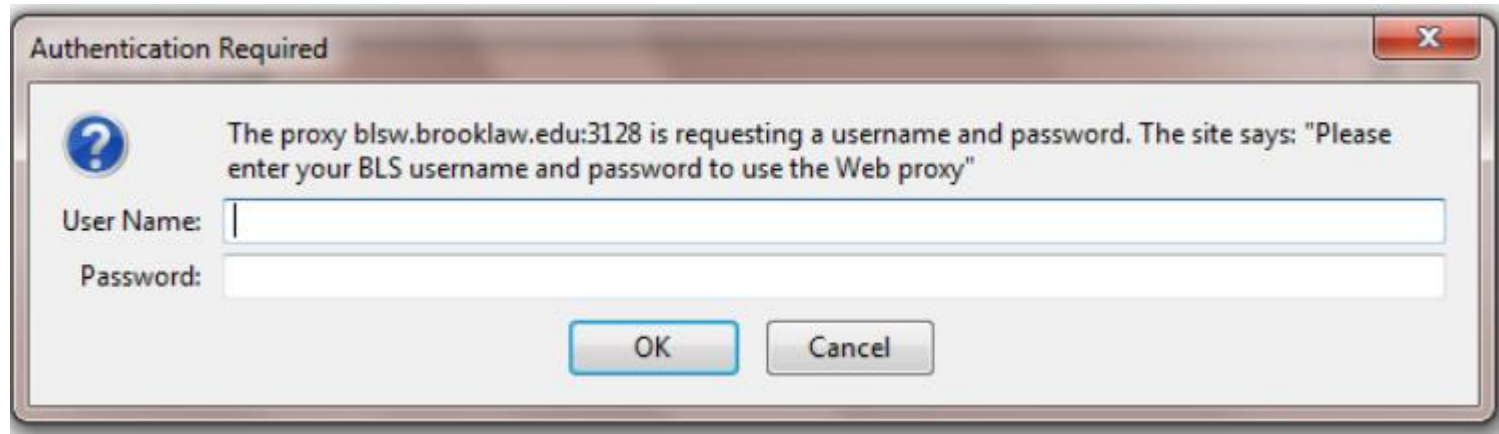
Step 2: Select the Advanced tab on the left

- Click on the Network menu at the top
- Click on the Settings box in the Connection menu



Step 3: Uncheck the button that says, “Use system proxy settings”

- Then check the button that says, “Manual proxy configuration:”
- In the Address box, enter: **proxy.brooklaw.edu** and in the Port box, enter **3128**
- Check the box that says “Use this proxy server for all protocols”
- Click **OK**



Step 4: Open a new window or tab in your browser

- The box pictured above should appear if proxy was implemented properly
- Enter your BLS Username and Password in the proper locations
- Click OK – you should now be able to access protected databases remotely from this browser

Questions?

Contact the Brooklyn Law School IT Department

Email: support@brooklaw.edu

Phone: 718-780-7507