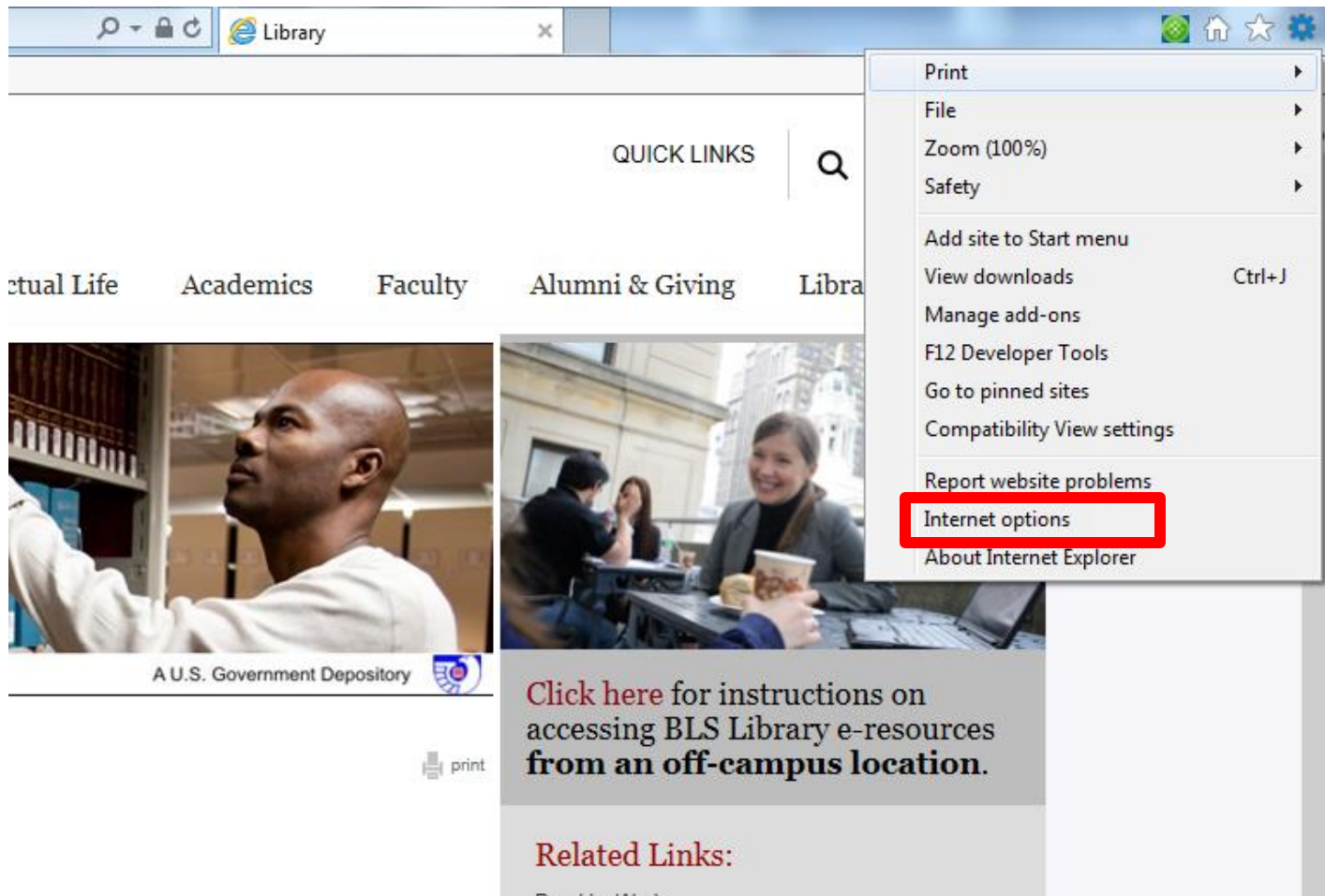


Proxy Server Instructions

For Internet Explorer (PC)

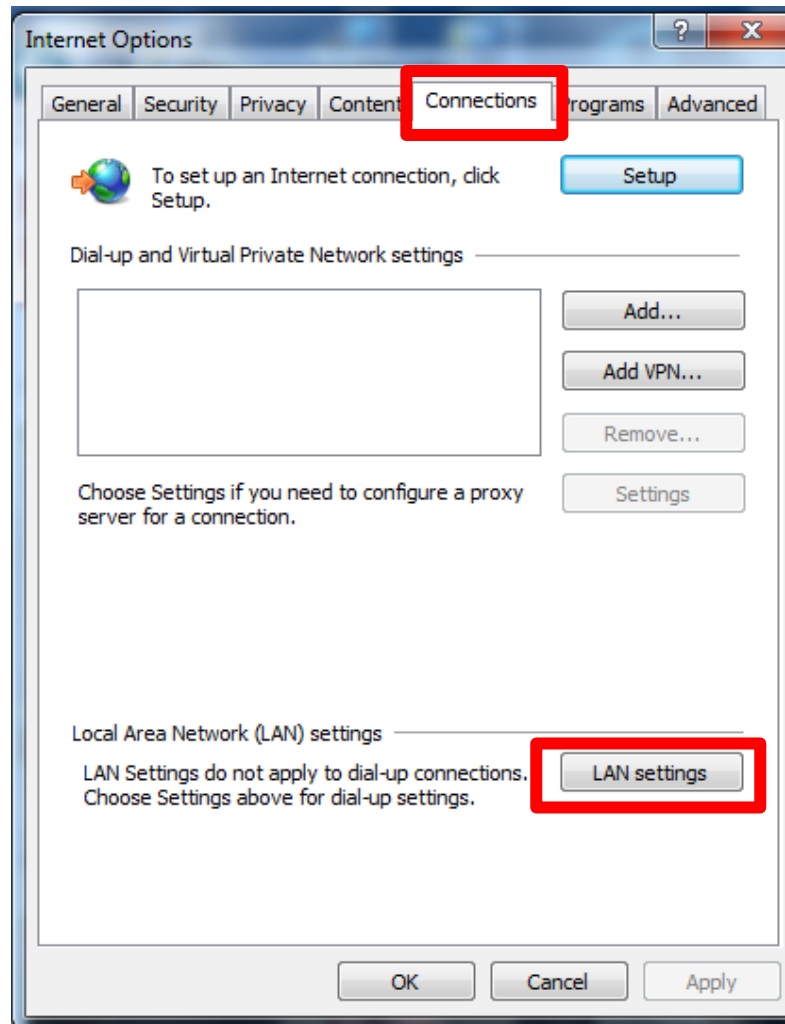
December 2015





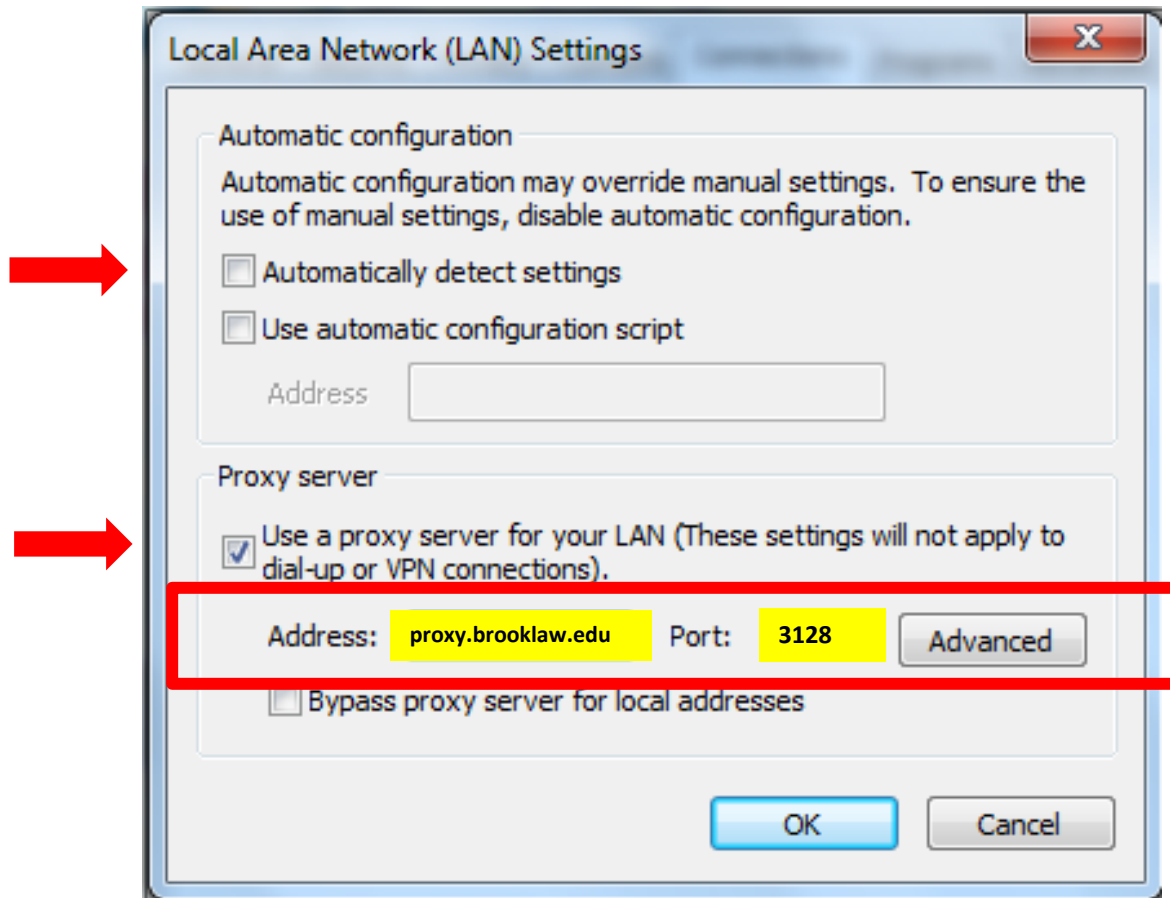
Step 1: Go to the Tools menu at top of page

- From pull-down menu, select Internet options



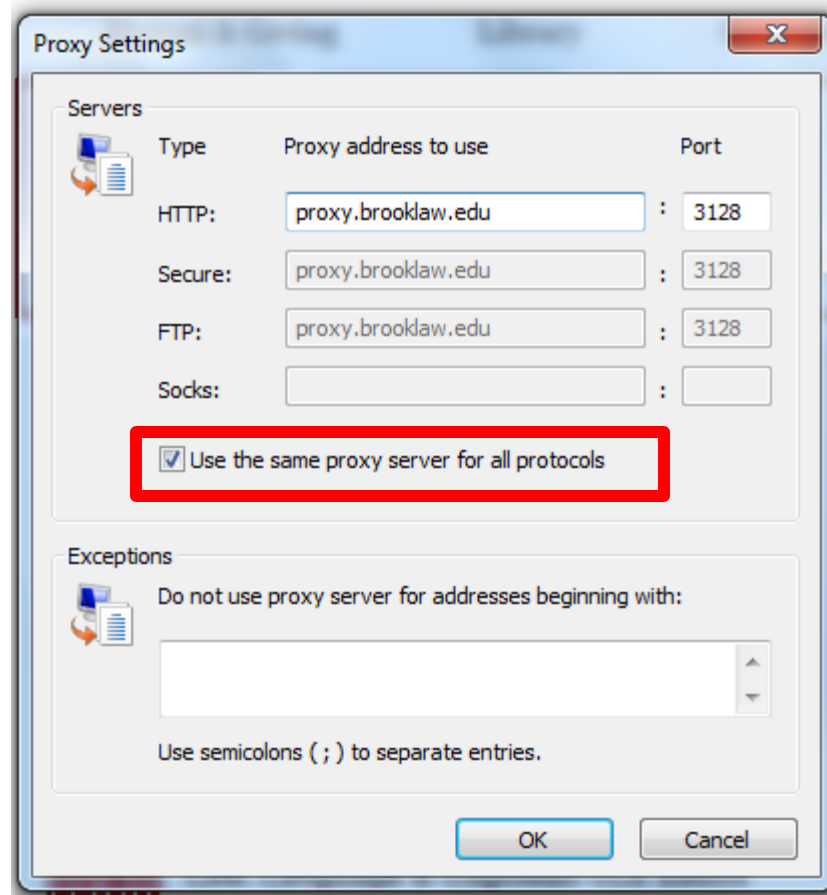
Step 2: Select the Connections Tab

- Click on the LAN settings button



Step 3: Uncheck the box that says, “Automatically Detect Settings”

- Then check the box that says, “Use a proxy server for your LAN”
- In the Address box, enter: **proxy.brooklaw.edu** and in the Port box, enter **3128**
- Click the **Advanced** button to the right



Step 4: Check the box that says, “Use the same proxy server for all protocols”

- Click **OK**



Step 5: 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

