

Installing Network Cards

IMPORTANT! Read before installing your network adapter. Information Technology will not install network adapters for you.

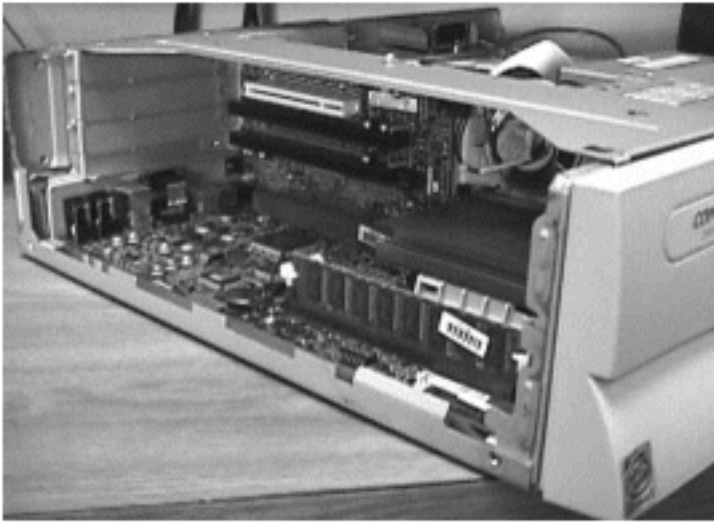
The Information Technology Department is providing this page as a courtesy for those who wish to install network cards on their own. The instructions below are for a typical computer (PC or Mac). The procedure for every computer is different. You will want to use this guide in conjunction with the manual for your computer, as well as the documentation that came with your network card.

WARNING! Certain computer manufacturers do not allow you to open your computer on your own, thus voiding your warranty. Be sure to find out if this applies to your computer before you open it up. Neither the Information Technology Department or Mansfield University shall be responsible should you have complications by installing your network card.

Besides your network adapter and computer, the only tool you should need for the installation is a screwdriver (philips-head, typically). Network cards are static-sensitive, so please be sure to ground yourself before removing the network card from its static-resistant pouch.

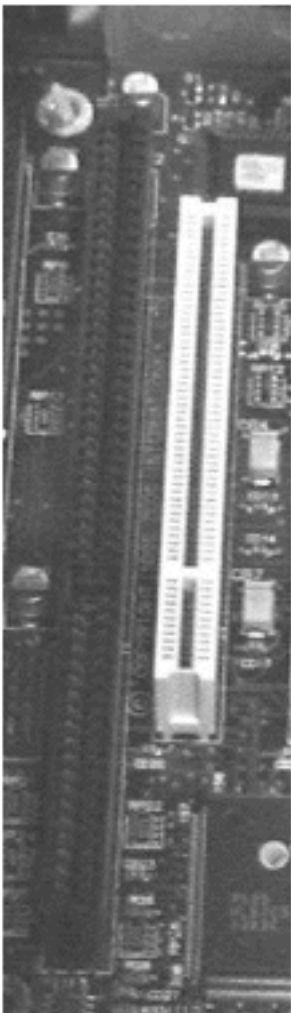
Opening Your Computer

Be sure to shut down and disconnect the power to the computer before continuing. Read your computer's manual as to how to properly take the cover off of your machine. Some computers require you to remove screws, and others can simply be done by hand. Once you remove the cover, you will want to find where the expansion cards go. In some computers, the expansion slots are right on the motherboard itself. Other computers have a "daughterboard" that contains the expansion slots. It extends out from the motherboard, perpendicularly. Again, check with your computer manual as to where the expansion slots are.



The slots are different sizes, in PCs, so it is important that you know what type of network card you have (ISA or PCI). It's fairly easy to tell which slot the card goes into, just by comparing the size of the network card to the size of the expansion slot. A Macintosh computer typically will contain only PCI slots.

Installing the network card



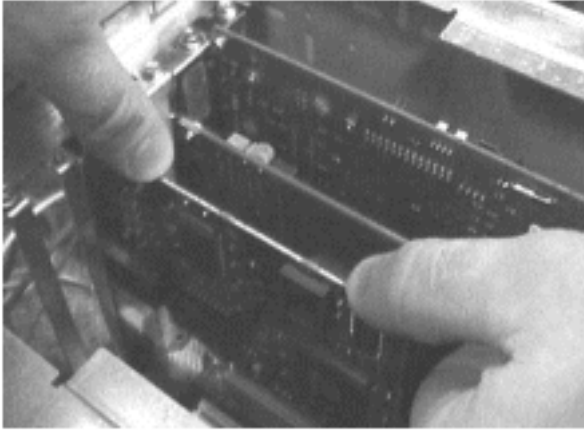
On expansion slots that are currently unused, there are typically small metal plates covering the rear opening. In order for you to be able to connect your Ethernet cable to the RJ45 jack on your network card, you need to remove the metal plate so that the jack is accessible through the opening. Remove the screw that is holding the plate in place. This is the same place where you will screw in the network card's plate once it is placed in the expansion slot. Store the metal plate you removed for a time in the future when you may wish to remove the card from your computer.

← PCI (White)

← ISA (Black)

Line up the card's metal plate, where the jack is, with the rear opening of the machine (this would be located where you just removed the metal plate). Line up the bottom of the card with the expansion slot; be sure you line it up exactly. With your thumbs on each side of the top edge of the card, press down and push the network evenly and securely into its slot.

The top edge of the card's metal plate should be aligned so that you can secure it with the screw that was previously holding in the other metal plate. Be sure that you can see the RJ45 jack through the opening on the back of the machine, so that you can plug in the Ethernet cord. Replace the cover to your machine. When you are ready you should turn your computer on, to install the software drivers.



Installing software drivers

If it is a brand new network card and you are using Windows 95 or 98, then Windows will most likely detect the new card you just installed. It will then prompt you for software, if it has not already found it in its own data files. You may also need your Windows 95 or 98 CD-ROM when installing the drivers.

Each network card and operating system has different software installation procedures. It is important to read the documentation that came with your card to ensure proper installation.

If you still have problems with installing your network card, contact your RA. They may be able to guide you to another student that is willing to help!!

(Portions of this reprinted courtesy of the University of Wisconsin-Osh Kosh)