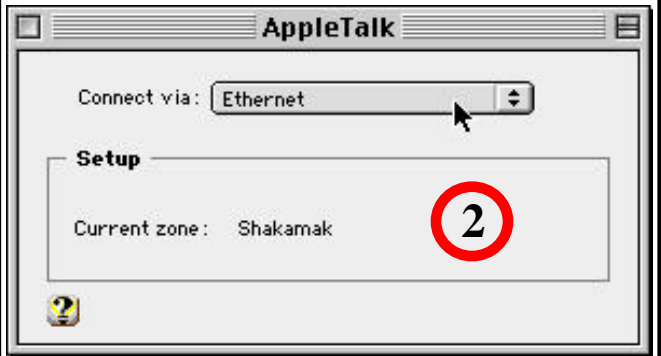


Accessing Files and Programs on the Macintosh Server

Step 1: Open the AppleTalk control panel by pulling down from the Apple menu to Control Panels. Select and open AppleTalk from the side menu or from the window that opens. You may get a dialog box saying AppleTalk is not active and asking if you wish to make it active. Answer “Yes.”



Step 2: Make sure the AppleTalk control panel is set to “Ethernet.” If it isn’t, use the pull-down menu button to change it. Then close the control panel by clicking in the upper left corner. If you made a change, you will be asked if you want to save the setting. You do.



Step 3: Open the chooser by pulling down from the Apple Menu to Chooser.

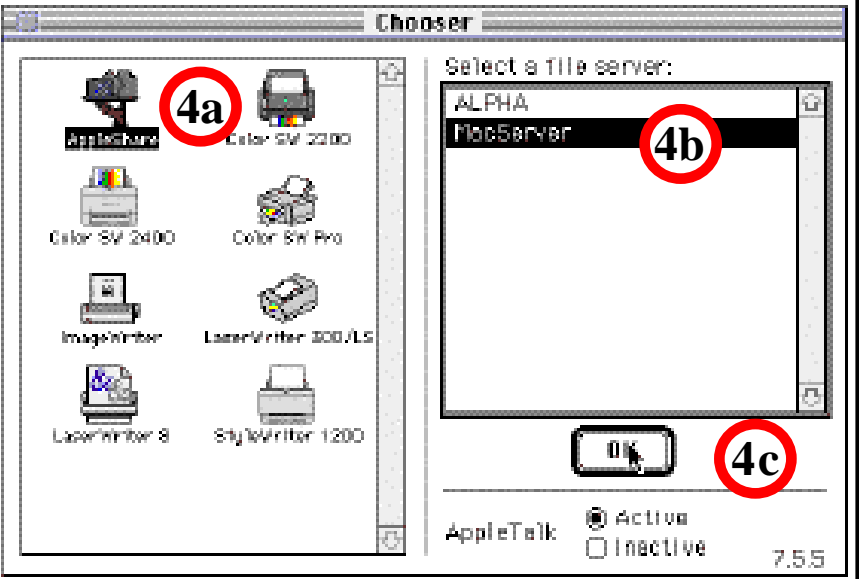


Step 4:

4a: Highlight AppleShare on the left side of the chooser by clicking on it once.

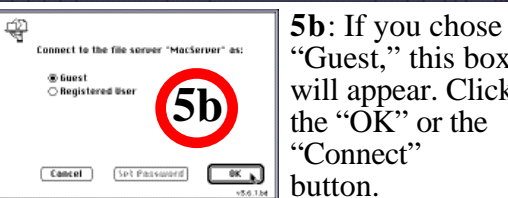
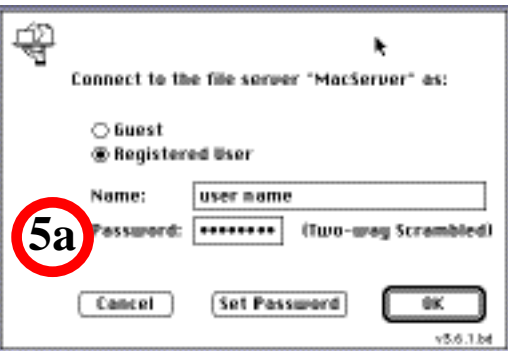
4b: Both Alpha and MacServer should appear in the list at the right. Click once on MacServer.

4c: Then click okay.

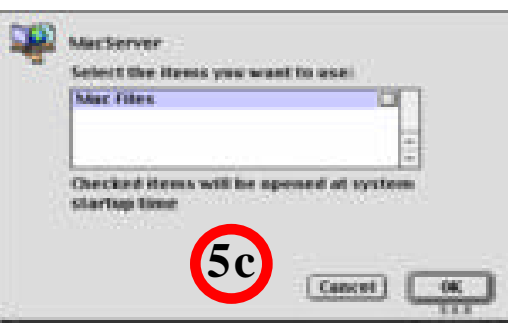


Step 5:

5a: If you wish to save anything to the server, you will need to enter your internet username and password and click “Set Password.” If not, click Guest and “OK.”



5c: Then click the “OK” button below.



6 The “Mac Files” icon (right) will appear on your Mac’s desktop. Open it and use it as you would use a floppy disk. **To log off the server, drag the “Mac Files” icon to the trash, just as you would to eject a floppy.**

To open Mac Files, double click on its icon.

