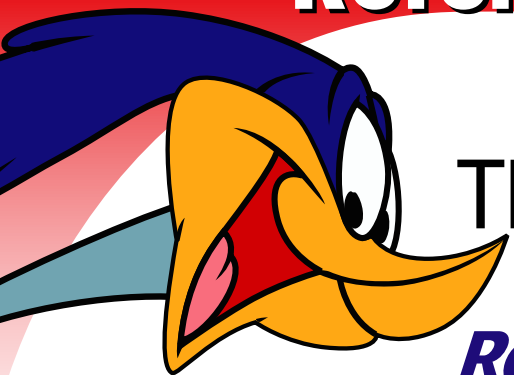


# Activation Quick Reference Card



Thank you  
for subscribing to

**ROAD RUNNER**  
HIGH SPEED ONLINE™

This reference card shows the three steps needed to connect Road Runner to your computer.

## Step 1 Cable Modem Connection

## Step 2 Software Installation

## Step 3 Software Configuration

## Before You Begin

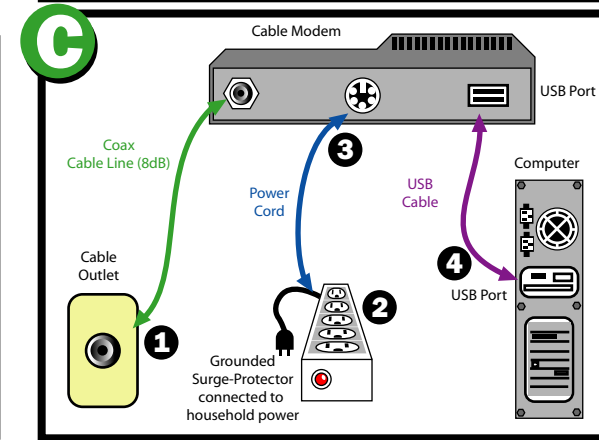
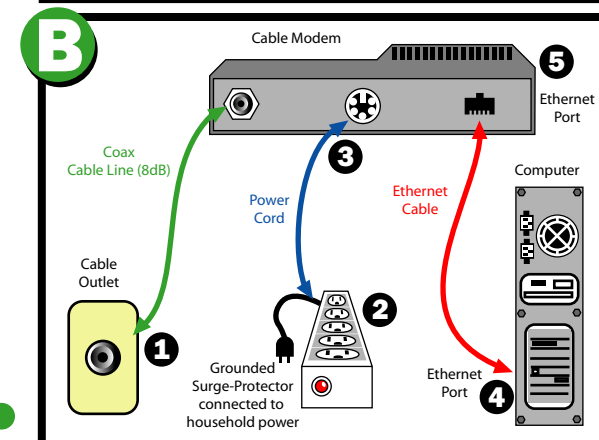
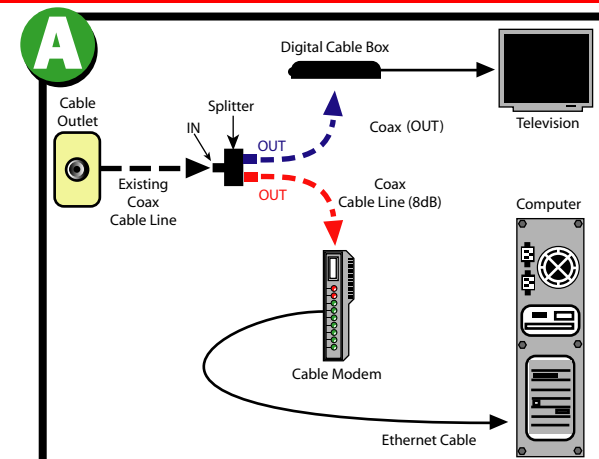
The Road Runner service includes an external cable modem and the proper ethernet adapter for your computer. There are two ways to connect your computer to Road Runner's Internet service using a cable modem:

1. A cable modem and an ethernet port in your computer (may require adding an ethernet card to your computer if yours does not have one).
2. A cable modem and a USB port (Universal Serial Bus) in your computer.

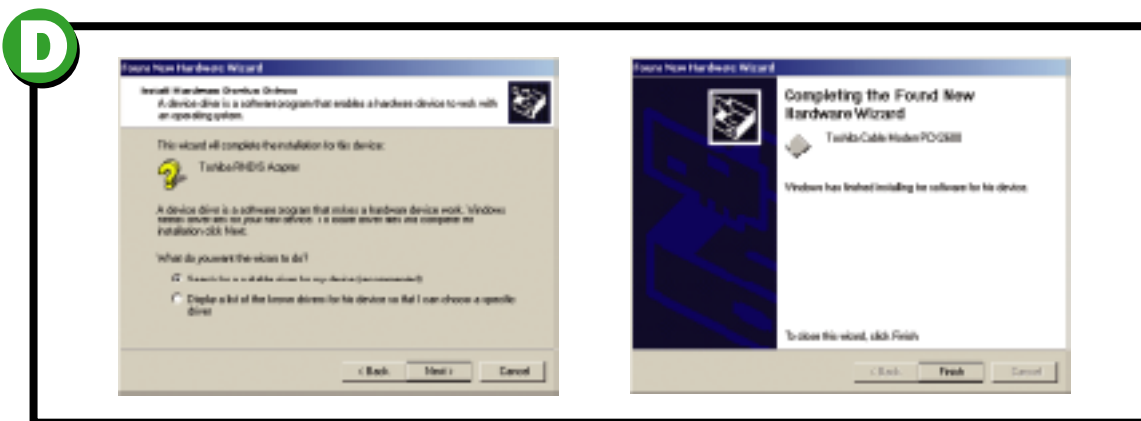
## Step 1

# Cable Modem Connection

1. Connect the coaxial cable line to the back of the cable modem and the opposite end to the wall jack (refer to diagram A).
2. Plug the power cord into a grounded, surge-protector. Plug the surge-protector into a household outlet. (Refer to diagram B).
3. Connect the power cord (supplied) to the back of the cable modem. Most cable modems are "on" all the time and do not have a switch. If yours has a power switch, turn the modem on. Wait for the modem to "sync" with the system. This may take several minutes. Two solid modem lights (cable and power) will indicate when synchronization occurs and modem is functioning properly.
- 4a. If using **ethernet cable** (supplied), plug one end of the ethernet cable into the ethernet port on your computer. (Refer to diagram B for port location and cable connections.) Connect the other end of the ethernet cable to the ethernet jack on the back of the modem.
- 4b. If using **USB cable** (supplied), install driver disk enclosed in the modem box into computer and connect USB cable to modem and to computer. When wizard comes up (refer to diagram D), let Windows automatically find drivers. (Refer to diagram C for port locations and cable connections.)
5. When drivers are loaded, PC light will come on.
6. Test install by opening Internet Explorer and go to any web page.



## Proceed to Step 2



# Step 2

## Software Install

*NOTE: Before you go to step 3, you will need the username and password that have been assigned to you for your Road Runner account. You will find your username and password on your work order, or call 1.866.321.2225 if your kit was delivered.*

Go to <http://activation.rr.com> to configure e-mail.



Proceed to

# Step 3

# Step 3

## Software Configuration Outlook Express E-Mail

To configure your e-mail manually:

### E-mail Server Configuration Settings

The normal setup process will configure Outlook Express to work with Road Runner. To configure Outlook Express manually, or to configure other e-mail or newsgroups software, you will need the information below:

- **Username and Password:** Assigned to you by Road Runner. You do not have the ability to change the username of the primary account holder, although you will be able to create your own usernames for additional sub-account (referred to below) holders, which are created by the primary account holder.
- **Domain Name:** www.rr.com

To manually configure server settings you will need the following information:

**POP3 (Incoming) Mail Server: pop-server.nycap.rr.com**  
**SMTP (Outgoing) Mail Server: smtp-server.nycap.rr.com**  
**News (Usenet) Server: news-server.nycap.rr.com**

For Berkshire, substitute **berkshire.rr.com** for nycap.rr.com.  
For Athol, substitute **mass.rr.com** for nycap.rr.com.

### E-mail Client Application Settings

Your e-mail address includes a domain name that is assigned by Road Runner.

- **E-Mail address:** Your e-mail address uses this pattern:  
**username@nycap.rr.com**  
*|domain name|*

### Creating E-mail Sub-accounts

The master account holder can create sub-accounts for other users who share the same computer. Type <http://help.rr.com> or from the Road Runner homepage, under the heading of Help, click Help and Member Services. Once there, click Account Management System. Follow the instructions. Your Username and Password from the master account are necessary to set up sub-accounts.

### Multiple E-mail Account Setup

The Road Runner services allows you to have 5 total e-mail accounts. If you would like all of your accounts to be sent into the same (or one) inbox, follow the instructions below. If you do not, please move on to the Multiple User Settings.

- Click **Tools, Accounts** then click **Add, Mail**. Enter the information as prompted. When you have multiple accounts, the normal **Send/Receive** button sends and receives messages for ALL accounts and places all new e-mail messages in only one inbox. To check only one account, click the small **drop-arrow** to the right of the **Send/Receive** button, then select the desired account.

### Multiple User Settings

The **Identities** feature in Outlook Express allows you to have individual inboxes per each e-mail account, with or without passwords. To utilize this option, follow instructions below.

- Set up each account as instructed in **Creating E-Mail Sub-Accounts**. The current identity is shown at the right of the gray bar near the top of the Outlook Express screen. The default identity is the **Main Identity**. You can, however, make any identity your default.

### Manage Identities

To add or edit **Identities**, click **File, Identities, Manage Identities**. Then click **New** to add a user, or click **Properties** to edit. Enter a username and check the **Ask me for Password when I start** option if you want to preserve the privacy of your personal mailboxes and prevent others from changing your computer settings.

### Switch Identities

To switch the current Identity, click **File, Switch Identity**. Select the desired Identity (enter the password if required), then click **OK**. Answer **Yes** to the next two prompts, then note the new Identity on the gray bar. Begin using Outlook Express as normal.



## http://help.rr.com

For online help, go to <http://help.rr.com> or click Help on your Road Runner homepage, then click Online Help Desk for access to hundreds of FAQs, Hot Links, and other support services. Or call 1.866.321.2225 for assistance.