



University of Hyderabad

Office of the Director,
Computer Centre &
Campus Network Facility

BASIC GUIDELINES FOR USAGE OF INTERNET SERVICES

1. HOW TO GET INTERNET ACCESS USERNAME AND PASSWORD

- 1) To get the Internet Authentication Username and Password:

Email To: directorcc@uohyd.ac.in

Note: Mention your Registration No., Name, Program, Course, Semester along with scanned copy of Semester Registration Card.

- 2) **KINDLY ENSURE** you change your Internet Authentication password issued to you by the Campus Network Facility (CNF) from the following link on **MOZILLA FIREFOX ONLY**: <http://10.1.2.83>

Note: This link will work from University Network Only.

2. HOW TO GET OFFICIAL EMAIL USERNAME AND PASSWORD

- 1) To get the Official Email Account:

Email To: directorcc@uohyd.ac.in

Note: Mention your Registration No., Name, Program, Course, Semester along with scanned copy of Semester Registration Card.

- 2) **Steps to login to Email Account**

Step-1: Open gmail.com

Step-2: Enter the email address issued to you in full

For Example: If your Reg.no is 22HEMA22, then your email will be: 22hema22@uohyd.ac.in

Step-3: Enter the default password, and then give the new password.

Note: Kindly complete this activity within 48 hours.

- 3) **KINDLY ENSURE** that

- a) Enable 2FACTOR AUTHENTICATION. Please refer [Steps_for_2FA.pdf](#)

- b) **NEVER** share your password(s).

- c) If your password is **NOT WORKING**, kindly email to directorcc@uohyd.ac.in

Note: Please refer to the attachment: [Steps_for_2FA.pdf](#)

3. DISABLE INTERNET PROTOCOL VERSION(TCP/IPv6) SETTINGS

- 1) Ensure Internet Protocol Version (TCP/IPv6) is Un-Checked on your Computer, whether you are on Wired Network or Wireless Network.

Follow these steps:

Step-1) Press Window Key + r on your laptop.

Step-2) Type ncpa.cpl

Step-3) Double click on Ethernet icon or Wireless icon as applicable.

Step-4) Click on properties

Step-5) Uncheck the Internet Protocol Version 6(TCP/Ipv6)

Step-6) Then Click Ok.

Step-7) Then Click Close.

Note: (1) Please refer to the attachment: [How_to_Disable_Ipv6.pdf](#)

(2) For MAC/Linux Machines, please do visit CNF.

4. HOW TO GET YOUR WI-FI DEVICE CONFIGURED

1) In case you are using your own Wi-Fi device, kindly get it configured at CNF located at Old Science Complex, North Campus.

2) Along with Wi-Fi device, kindly put a sticker/slip mentioning your Regno., Name, hostel and Room No.

Note: (1) DO NOT use your device which is not configured by CNF as it will choke the network.

(2) The Non-Configured Wi-Fi device blocks the whole network in the wing and as a result, the whole wing will not have the internet access. Hence ensure that your device is configured by us.

5. HOW TO ACCESS LOCAL SITES like [egov.uohyd.ac.in](#)

1) In case you are not able to access the website like [egov.uohyd.ac.in](#), please follow the following instructions.

1. Ensure your Internet Protocol Version (TCP/IPv6) is unchecked. Steps given above.

2. Change the DNS settings. Follow these steps:

Step-1) Press Window Key + R.

Step-2) Type ncpa.cpl

Step-3) Double click on the Ethernet or Wi-Fi icon based on what you are using.

Step-4) Click on Properties.

Step-5) Select Internet Protocol Version 4(TCP/IPv4)

Step-6) Click on Properties

Step-7) Check the Option Use the following DNS Server Addresses:

Step-8) Under Preferred DNS server: Type 10.1.2.61 and under Alternate DNS server, type 10.1.2.62

Step-9) Click Ok.

Step-10) Click Ok, then Close, then again Close.

Note: Please refer to the attachment- [How_to_change_DNS.pdf](#)

3. In case of Google Chrome Browser, Disable the DNS Settings too.

Note: Please refer to the attachment-[Steps_To_Disable_DNS.pdf](#)

6. OTHER IMPORTANT INSTRUCTIONS

1) Please remove any static IP from your computer to access Campus Network. **VISIT CNF ANY UNDERSTANDING OR HOW TO DO IT.**

2) Please ensure that Browsers and Antivirus if any **ARE UPDATED ALWAYS.**

3) Keep only one copy of the Antivirus, **AVOID INSTALLING MORE THAN ONE ANTIVIRUS IN YOUR SYSTEMS.**

- 4) Check regularly for any updates and instructions related to Internet Services at the University Website under <https://uohyd.ac.in/computer-centre/>
- 5) Kindly follow the **CYBER SECURITY ADVISORY** when ever you receive from us.
- 6) In case of any internet access related problem, kindly do the following:
 - i. Call at 040-2313-2639 (Helpdesk no).
 - ii. In case above no. is not reachable visit the CNF, kindly visit CNF Office.
 - iii. In case CNF is **FOUND TO BE CLOSED**, kindly email directly to the undersigned at directorcc@uohyd.ac.in
- 7) We are Located at Old Science Complex, Adjacent to School of Mathematics and Statistics, please do feel to free to visit us for any clarifications/help w.r.t to Internet Services.

Date: 07.02.2023

Sd/-
Director (CC, CNF)