

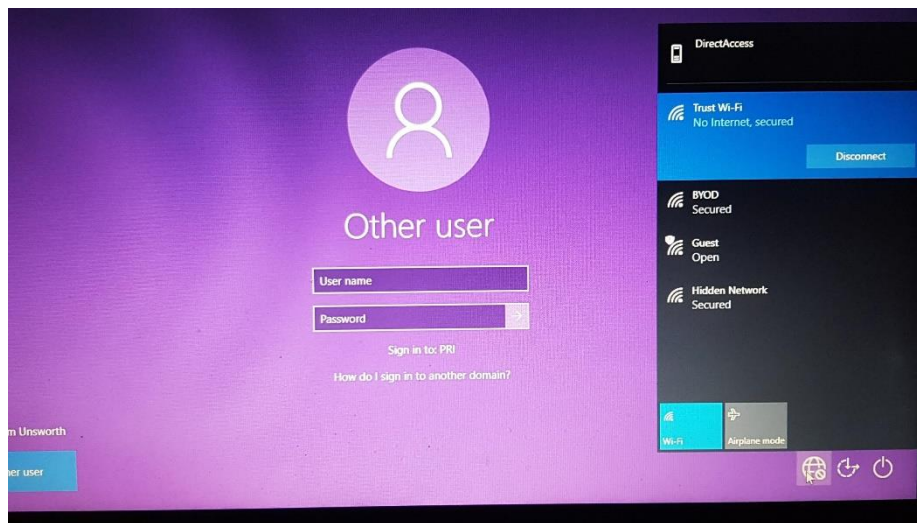
Using an Academy laptop at home

If you have an academy laptop, you may need to follow these steps to access the internet at home.

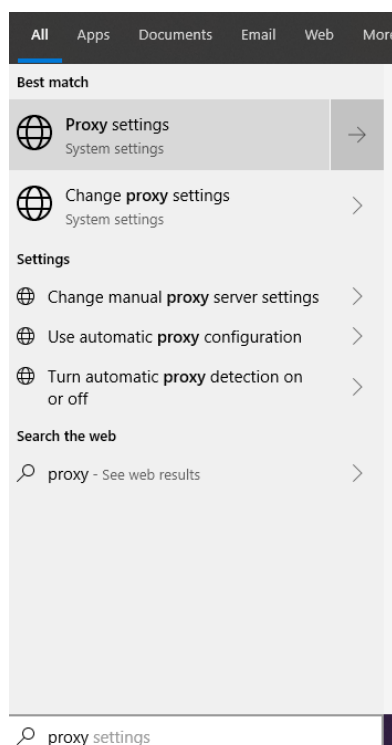
Before taking the laptop home you must log on to it successfully while at an Academy.

To gain access to the Internet on the laptop while at home.

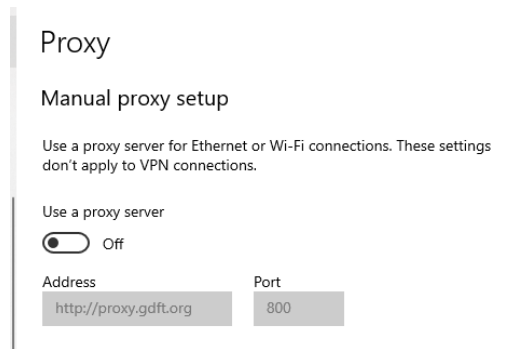
1. Turn the laptop on and before logging in, connect to your WIFI or hotspot as you normally would, by clicking the network connection globe in the bottom right, clicking your wireless network and select connect.



2. Then log into the computer as normal using your academy username and password.
3. Once logged in, press Start and type **proxy** on search bar. Click **Proxy Settings** as shown below.



4. In the window that opens, scroll down on the right side to **Manual Proxy Setup**. Set the **Use a proxy server** option to “Off” (as shown below) and close the window.



You will now be able to open your browser and log into Airhead as normal.