Administrator’s Guide
Microsoft Windows CE .NET-based Thin Clients

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This guide provides network administrators with basic instructions for configuring CE .NET-based thin clients.
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Introduction

The CE .NET-based terminal offers greater user flexibility than previous CE .NET products because it can be used from the Explorer shell (desktop), used strictly with the HP Connection Administrator, or further locked down into Kiosk mode.

This guide provides the network administrator with instructions for local and remote configuration of the CE .NET-based terminal and explains the various utilities used to accomplish this. Typically, a terminal is configured locally then used as a template for other terminals, which can then be configured via remote administration tools.

Server and application connections can be created through the HP Connection Window or the HP Connection Administrator. A connection created with one utility will also be available for editing and configuring in the other utility. Although you can create and edit connections with either utility, only HP Connection Administrator provides the functionality to create failover connection groups and set up user profiles. HP Connection Administrator is also used to determine the start mode and user interface for the terminal.

Chapters in this guide are specific to the desktop interface, the HP Connection Window utility, the HP Connection Administrator utility, and all the programs in the Control Panel.

Image Updates

HP provides periodic updates to the HP Compaq t5300 and t5500 Thin Clients Microsoft Windows CE .NET Image. Check the HP support site for important documentation that provides specific information for your image version. Support documentation can be found at

For the latest version of the HP Compaq t5300 and t5500 Thin Clients Microsoft Windows CE .NET Image, visit the HP website at http://h18004.www1.hp.com/support/files/thinclients/us/locate/92_5588.html.
The Desktop

The Microsoft Windows CE .NET image includes an Explorer shell (desktop) that resembles the typical Windows desktop features that should be familiar to most users of desktop computers. The desktop includes a taskbar, start menu, shortcut icons, and a background image.

The desktop has the typical desktop functionality. To change the display settings, right-click on the desktop and select Properties from the pop-up list. This brings up the Display Properties dialog where you can make changes to the background, appearance, resolution and color quality settings, and screen saver.

You can change the background image to one of your own preference, but the image must be a .bmp format.

If you change the screen resolution setting, you must reboot for the change to take effect. If you do not know if the screen resolution mode you selected is supported by your monitor, click the Test button on the Display Properties Settings tab.

You can also access the Display Properties dialog box through the Control Panel. Refer to the “Display” section in Chapter 5, “Control Panel” for more information on making changes to the display properties.

Taskbar

The taskbar includes a Start button, active task buttons (currently running programs), and a notification area (system tray).
The Desktop

By default, the taskbar is automatically hidden. You must move the pointer to the bottom of the screen to bring up the taskbar. If you want to change it so that the taskbar is always displayed, right-click on the taskbar, select Properties, and clear the Auto hide check box.

Start Menu

Open the Start menu by clicking the Start button on the taskbar. The Start menu includes a Programs list, a Settings list, a Run dialog, and a Shut Down dialog.

Icons

The icons on the desktop are shortcuts to programs that include HP Connection Window, Internet Explorer, and Windows Messenger for CE. You can also add icons for shortcuts to connections that have been created by right-clicking on the connection icon in the HP Connection Window utility and selecting Send to Desktop.

To launch a program or connection from the desktop, double-click the respective icon.

Due to Windows CE .NET architecture, properties for the programs on the desktop can not be changed from the desktop. In other words, if you right-click on a desktop icon and select Properties, the property values for that program can not be changed. Only property values for the shortcut can be changed.
The HP Connection Window utility provides a quick and easy means of creating new Web, RDP, TEC, and ICA connections. You can also delete and edit connections, as well as create desktop shortcuts for connections.

Connections can also be established through the HP Connection Administrator utility. If a Connection is created in HP Connection Window, it will also appear in HP Connection Administrator. Likewise, if a Connection is created in HP Connection Administrator, it will also appear in HP Connection Window.

The HP Connection Window utility is launched when the terminal boots. It is also available in the Start menu (Start > Programs > HP Connection Window) and as a shortcut icon on the desktop.

Creating a New Connection

The upper section of the window contains icons for the various types of connections you can make and an icon that launches HP Connection Administrator. The lower section contains all the connections that have been created.

To create a new connection, do one of the following:

- Double-click the icon in the top section of the window that corresponds with the type of connection you want to make. Follow the instructions in the Wizard or dialog that is displayed.
- From the File menu, highlight New Connection and select the type of connection you want to make. Follow the instructions in the Wizard or dialog that is displayed.
HP Connection Window

- Right-click in a blank area of the connections section, highlight New Connection and select the type of connection you want to make. Follow the instructions in the Wizard or dialog that is displayed.

⚠️ CAUTION: Do not rename a connection once the connection has been established and assigned to Failover Connection Groups in HP Connection Administrator. Renaming a Connection effectively deletes the Connection from the Failover Connection Groups.

Deleting a Connection

To delete a connection that has already been established:

1. Right-click on the connection you want to delete and select Delete Connection; or, select the connection and press the Delete key on the keyboard. A Confirm Delete dialog is displayed.
2. Click the Yes button in the Confirm Delete dialog to delete the connection.

✍️ Deleting a connection through HP Connection Window also deletes the connection from HP Connection Administrator.

Editing a Connection

To edit a connection that has already been established:

1. Right-click on the connection you want to edit and select Edit Connection. A dialog or Wizard for the connection is displayed.
2. Reconfigure the connection as appropriate.

⚠️ CAUTION: Do not rename a connection once the connection has been established and assigned to Failover Connection Groups in HP Connection Administrator. Renaming a Connection effectively deletes the Connection from the Failover Connection Groups.
Creating a Desktop Shortcut to a Connection

You can create a shortcut to a connection on the desktop through HP Connection Window (shortcuts can not be created through HP Connection Administrator).

To create a shortcut, right-click on the connection and select Send to Desktop. A shortcut to the connection appears on the desktop.
The HP Connection Administrator allows you to manage server and application connections by setting up Web, RDP, TEC, and ICA Connections, assigning the Connections to Failover Connection Groups, and creating Profiles made up of users and their assigned Failover Connection Groups.

Connections can also be established through the HP Connection Window utility. If a Connection is created in HP Connection Window, it will also appear in HP Connection Administrator. Likewise, if a Connection is created in HP Connection Administrator, it will also appear in HP Connection Window.

**Accessing HP Connection Administrator**

HP Connection Administrator can be accessed through the Start menu (Start > Settings > HP Connection Administrator) or through the HP Connection Window utility as follows:

1. If HP Connection Window is not already up and running, click Start > Programs > HP Connection Window. This launches the HP Connection Window utility.
2. Double-click the HP Connection Administrator icon in the HP Connection Window dialog box. This launches the HP Connection Administrator utility.

**Main HP Connection Administrator Window**

When HP Connection Administrator is launched, the first window displayed is the main HP Connection Administrator window. The main HP Connection Administrator window includes the following features.
Failover Connection Group display: The area on the left side of the window shows the Failover Connection Groups and their status as either “CONNECTED” or “NOT CONNECTED.” The display only shows the Failover Connections assigned to the person who is currently logged on to the terminal.

Failover Connection Groups will only appear in the left side of the window if users have been associated with the Failover Connection Group at the Profile level. See “Creating Profiles” for details.

Connect button: Click this button to connect one of the Failover Connection Groups on the left side of the window. Highlight the Failover Connection Group then click the Connect button.

Control Panel button: Click this button to access the Microsoft Windows Control Panel.

Administration button: Click this button to access the Administration window, where you can configure the Connections, Failover Connection Groups, and Profiles.

Exit button: Click this button to exit HP Connection Administrator.

Administration Window

The Administration window is accessed by clicking the Administration button on the main HP Connection Administrator window.

The options on the right side of the window are determined by what is selected (a Connection, a Failover Connection Group, or a Profile) on the left side of the window. In order for the all the items listed below to appear, you must create a Profile then highlight the Profile. See “Creating Profiles” for details.

Use the features on the Administration window to configure Connections, Failover Connection Groups, and Profiles.

Connections tree: Lists all server and/or application connections within the system.
- **Failover Connection Groups tree**: Lists all connection groups, with each group made up of one or more specified Connections.

- **Profiles tree**: Lists all user profiles, with each profile made up of users and one or more specified Failover Connection Groups.

- **Connection Options**: These options can be selected for individual Connections, Failover Connection Groups, and Profiles. See the “Connection Options” section in this chapter for a description of each option.

- **Windows Start Mode**: Each Profile must be assigned a Windows Start Mode, which determines the startup method for HP Connection Administrator and the user interface. See the “Windows Start Modes” section in this chapter for a description of each mode.

- **Rights**: Each Profile can be assigned specific Rights, which control user access to various aspects of the system. See the “Rights” section in this chapter for a description of each right.

- **Users button**: Provides access to the Users dialog, where you can assign users and user permissions to a Profile.

- **Help button**: Launches HP Connection Administrator’s online help.

- **Cancel button**: Cancels changes and returns you to the main HP Connection Administrator window.

- **OK button**: Accepts changes and returns you to the main HP Connection Administrator window.
Connection Options

There are up to five Connection Options that can be selected for Connections, Failover Connection Groups, and Profiles. (Only Ping Before and Prompt Before are available for individual Connections.)

- **Automatically Connect:** Causes the system to automatically connect when the application starts up.

- **Automatic Failure Recovery:** Causes the system to automatically reconnect if a Connection fails.

- **Ping Before:** Pings the server to make sure it is accessible before going through the Connection process, which can take an indeterminate amount of time. If the server does not respond to the ping, the system immediately moves to the next Connection.

- **Prompt Before:** Creates a “Continue to connect” prompt that the user must acknowledge before the connection is made.

- **Randomize Order:** Causes the system to make Connections in random order. Otherwise, Connections will be made in the order in which they are listed under the Failover Connection Groups.

When a Connection Option is selected for a Failover Connection Group, the option is applied to all Connections within that Failover Connection Group. Connection Options selected for individual Connections remain applied regardless of whether those options are selected at the Failover Connection Group level.

Likewise, when a Connection Option is selected for a Profile, the option is applied to all Failover Connection Groups within that Profile. Connection Options selected at the Failover Connection Group level remain applied regardless of whether those options are selected at the Profile level.
Windows Start Modes

Each Profile must be assigned a Windows Start Mode, which determines how HP Connection Administrator will start up and the user interface that will be displayed. There are four Windows Start Modes to choose from:

- **Auto:** Automatically starts HP Connection Administrator, HP Connection Window, and Windows Explorer.
- **Manual:** Automatically starts Windows Explorer and HP Connection Window. There is an HP Connection Administrator option in the Start menu and an HP Connection Administrator icon in the HP Connection Window that can be selected to run HP Connection Administrator.
- **Shell:** This mode is used to lock down the terminal with limited functionality. This automatically starts HP Connection Administrator without access to Windows Explorer.
- **Kiosk:** This mode is used to fully lock down the terminal. It automatically runs the Connection with no user interface. If you want the terminal to run in Kiosk mode, you MUST select the **Automatically Connect** and **Automatic Failure Recovery** Connection Options at the Profile level.

After selecting a Windows Start Mode, you must exit HP Connection Administrator and reboot the terminal (Start > Shut Down > Shutdown and Restart) for the mode to take effect.

To use the terminal in Shell or Kiosk mode, you must enable security and assign users. See the “Security” section in Chapter 5, “Control Panel” for more information.
Rights

Each Profile can be assigned Rights, which determine user access to the Administration window, the Microsoft Windows Control Panel, and/or the application shutdown command. There are three different Rights that can be selected:

■ **Administrator**: Provides the user with administrative rights to the HP Connection Administrator. If Administrator is selected, the Administration button, which is used to access the Administration window, will be displayed on the user's main HP Connection Administrator window.

■ **Control Panel**: Provides the user with access to the Microsoft Windows Control Panel. If Control Panel is selected, the Control Panel button, which is used to access the Microsoft Windows Control Panel, will be displayed on the user's main HP Connection Administrator window.

The user will only have access to the Control Panel programs specified for that user. Refer to the “Security” section in Chapter 5, “Control Panel” for more information on granting user permissions to Control Panel programs.

■ **Shutdown**: Provides the user with the ability to shut down HP Connection Administrator. If Shutdown is selected, the Exit button, which is used to shut down HP Connection Administrator, will be displayed on the user's main HP Connection Administrator window.
Creating Connections

Connections are the server or application connections available within the system. These Connections are assigned to Failover Connection Groups.

1. If you are in the main HP Connection Administrator window, click the Administration button to access the Administration window.

2. In the Administration window, right-click a blank area in the panel on the left side of the window and select New Connection. A list of connection types registered with the system that adhere to the Microsoft Windows-based terminal is displayed.

3. Select one of the New Connection types. A Wizard or dialog for the connection type is displayed.

4. Follow the on-screen instructions in the Wizard or dialog for the selected Connection to add the Connection to the Connections list.

5. Click the + sign next to the Connections to display the list of current Connections, then highlight the newly-created Connection.

6. There are two Connection Options on the right side of the window that you can select, if desired.

   The Ping Before option pings the server to make sure it is accessible before going through the connection process.

   The Prompt Before option creates a “Continue to connect” prompt that the user must acknowledge before the connection is made.

⚠️ CAUTION: Do not rename a Connection once the Connection has been established and assigned to Failover Connection Groups. Renaming a Connection effectively deletes the Connection from the Failover Connection Groups.
Deleting Connections

To delete a Connection:

1. If you are in the main HP Connection Administrator window, click the Administration button to access the Administration window.

2. In the Administration window, click the + sign next to the Connections to display the list of current Connections.

3. Right-click on the Connection you wish to delete and select Delete Connection; or, select the Connection and press the Delete key on the keyboard. A Delete Connection dialog appears asking if you want to delete the Connection.

4. Click the Yes button in the Delete Connection dialog to delete the Connection.

CAUTION: If you delete a Connection from the Connections list, the Connection will also be deleted from the Failover Connection Groups that have been assigned that Connection.
Editing Connections

To edit a Connection:

1. If you are in the main HP Connection Administrator window, click the Administration button to access the Administration window.

2. In the Administration window, click the + sign next to the Connections to display the list of current Connections.

3. Highlight a Connection in the list of Connections and click the Edit Connection button.

4. Reconfigure the Connection as appropriate.

⚠️ **CAUTION:** Do not rename a Connection once the Connection has been established and assigned to Failover Connection Groups. Renaming a Connection effectively deletes the Connection from the Failover Connection Groups.

Creating Failover Connection Groups

Once Connections have been established, you can assign the Connections to Failover Connection Groups. If a Connection within a Failover Connection Group fails, the system will automatically make the next Connection within the group. To create a Failover Connection Group:

1. If you are in the main HP Connection Administrator window, click the Administration button to access the Administration window.

2. In the Administration window, right-click a blank area in the panel on the left side of the window and select New Failover Connection Group. A new Failover Connection Group appears in the Failover Connection Groups list with the default name “New Failover Connection Group.”

3. To give the new Failover Connection Group a more meaningful name, click on the “New Failover Connection Group” name so that the name is highlighted with a blinking cursor at the end of the name then type an appropriate name for the new Failover Connection Group.
4. Use the mouse to drag and drop the appropriate Connection(s) into the new Failover Connection Group, creating a list of Connections for that Failover Connection Group. Add Connections in the order that you want the Failover Connections to take place.

5. There are five Connection Options on the right side of the window that you can select for the new Failover Connection Group. See the “Connection Options” section in this chapter for a description of each option.

6. After creating the new Failover Connection Group, click the **OK** button.

For the Failover Connection Group to appear in the connections display on the main HP Connection Administrator window, you must assign the Failover Connection Group to a Profile, then assign users to the Profile. See the “Creating Profiles” section in this chapter for more information.
Adding a Connection to a Failover Connection Group

To add a Connection to a Failover Connection Group that has already been created:

1. If you are in the main HP Connection Administrator window, click the Administration button to access the Administration window.

2. In the Administration window, use the mouse to drag and drop the appropriate Connection(s) into the Failover Connection Group, adding the Connection(s) to the list of Connections for that Failover Connection Group. Add Connections in the order that you want the Failover Connections to take place.

3. Click the OK button.

Removing a Connection from a Failover Connection Group

To remove a Connection from a Failover Connection Group:

1. If you are in the main HP Connection Administrator window, click the Administration button to access the Administration window.

2. In the Administration window, click the + sign next to the desired Failover Connection Group to display a list of Connections for that Failover Connection Group.

3. Right-click on the Connection you wish to remove and select Delete Connection; or, select the Connection and press the Delete key on the keyboard. A Delete Connection dialog appears asking if you want to delete the Connection.

4. Click the Yes button in the Delete Connection dialog to delete the Connection. The Connection is removed from the list of Connections for that Failover Connection Group.
When you select **Delete Connection** while in the list of Failover Connection Groups, that Connection is only removed from the chosen Failover Connection Group. It is not deleted from the Connections list. However, if you choose **Delete Connection** from within the Connections list, it will be removed from the Connections list and all Failover Connection Groups that include the deleted Connection.

## Deleting a Failover Connection Group

To delete a Failover Connection Group:

1. If you are in the main HP Connection Administrator window, click the **Administration** button to access the Administration window.

2. In the Administration window, click the + sign next to the Failover Connection Groups to display the list of current Failover Connection Groups.

3. Right-click on the Failover Connection Group and select **Delete Failover Connection Group**; or, select the group and press the **Delete** key on the keyboard. A Delete Failover Connection Group dialog appears asking if you want to delete the Failover Connection Group.

4. Click the **Yes** button in the Delete Failover Connection Group dialog to delete the Failover Connection Group.

**CAUTION:** If you delete a Failover Connection Group from the Failover Connection Groups list, the Failover Connection Group will also be deleted from the Profiles that have been assigned that Failover Connection Group.
Creating Profiles

A Profile is a group of users that have been assigned specific Failover Connection Groups. You can provide specific Connection Options, Windows Start Modes, and Rights to all users within the Profile. To create a Profile:

1. If you are in the main HP Connection Administrator window, click the Administration button to access the Administration window.

2. In the Administration window, right-click a blank area in the panel on the left side of the window and select New Profile. A new Profile appears in the Profiles list with the default name “New Profile.”

3. To give the new Profile a more meaningful name, click on the “New Profile” name so that the name is highlighted with a blinking cursor at the end of the name and type an appropriate name for the new Profile.

4. Click the + sign next to the Failover Connection Groups. Use the mouse to drag and drop the appropriate Failover Connection Group(s) into the new Profile, creating a list of Failover Connection Groups for that Profile.

5. Highlight the new Profile.

6. Select the appropriate Connection Options on the right side of the window for the new Profile. See the “Connection Options” section in this chapter for a description of each option.

7. Select the appropriate Windows Start Mode for the new Profile. See the “Windows Start Modes” section in this chapter for a description of each mode.

8. Select the appropriate Rights for the new Profile. See the “Rights” section in this chapter for a description of each right.

9. Click the Users button to add users to the Profile. The Users dialog is displayed.

10. In the Users dialog, the left panel contains a list of users that includes three default user accounts (Administrator, User, and Guest) and all user accounts that have been set up through the Security utility in the Control Panel. The right panel contains the users assigned to the selected Profile. Highlight the user in the left
panel that you want to add to the Profile and click the >> button to add the user to the new Profile. Repeat this step for each user you want to add.

User accounts and security are set up through the Control Panel. See the “Security” section in Chapter 5, “Control Panel” for more information on setting up user accounts.

11. After adding all desired users to the new Profile, click the OK button to close the Users dialog and return to the Administration window.

12. Click the OK button on the Administration window.

Adding a Failover Connection Group to a Profile

To add a Failover Connection Group to a Profile that has already been created:

1. If you are in the main HP Connection Administrator window, click the Administration button to access the Administration window.

2. In the Administration window, click the + sign next to the Failover Connection Groups. Use the mouse to drag and drop the appropriate Failover Connection Group into the Profile, adding the Failover Connection Group to the list of Failover Connection Groups within that Profile.

3. Click the OK button.

Removing a Failover Connection Group from a Profile

To remove a Failover Connection Group from a Profile:

1. If you are in the main HP Connection Administrator window, click the Administration button to access the Administration window.

2. In the Administration window, click the + sign next to the desired Profile to display the list of Failover Connection Groups for that Profile.
3. Right-click on the Failover Connection Group you wish to remove and select **Delete Failover Connection Group**; or, select the group and press the **Delete** key on the keyboard. A Delete Failover Connection Group dialog appears asking if you want to delete the Failover Connection Group.

4. Click the **Yes** button in the Delete Failover Connection Group dialog to delete the Failover Connection Group. The Failover Connection Group is removed from the list of Failover Connection Groups for that Profile.

5. Click the **OK** button on the Administration window.

⚠️ When you select **Delete Failover Connection Group** while in the list of Failover Connection Groups for a particular Profile, that Failover Connection Group is only removed from the chosen Profile. It is not deleted from the Failover Connection Groups list. However, if you choose **Delete Failover Connection Group** from within the Failover Connection Groups list, it will be removed from all Profiles that include the deleted Failover Connection Group.

### Deleting a Profile

To delete a Profile:

1. If you are in the main HP Connection Administrator window, click the **Administration** button to access the Administration window.

2. In the Administration window, click the + sign next to the Profiles to display the list of current Profiles.

3. Right-click on the Profile and select **Delete Profile**; or, select the Profile and press the **Delete** key on the keyboard. A Delete Profile dialog appears asking if you want to delete the Profile.

4. Click the **Yes** button on the Delete Profile dialog to remove that Profile from the Profiles list.

5. Click the **OK** button on the Administration window.
Adding or Removing Users in a Profile

User accounts and security are set up through the Control Panel. See the “Security” section in Chapter 5, “Control Panel” for more information on setting up user accounts.

To add or remove users in a Profile that has already been created:

1. If you are in the main HP Connection Administrator window, click the Administration button to access the Administration window.

2. In the Administration window, click the + sign next to the Profiles to display the list of current Profiles.

3. Highlight the Profile that you wish to add users to or remove users from.

4. Click the Users button. The Users dialog is displayed.

5. In the Users dialog, the left panel contains a list of users that includes the three default user accounts (Administrator, User, and Guest) and all user accounts that have been set up through the Security utility in the Control Panel. The right panel contains the users for the selected Profile.

   To add a user, select the user in the left panel and click the >> button.

   To remove a user, select the user in the right panel and click the << button.

   To remove all users from a Profile, click the Clear All button.

6. After adding or removing users, click the OK button to return to the Administration window.
This chapter provides an overview of all the programs in the Control Panel, and in some cases provides step-by-step instructions to perform certain tasks. Many of the programs are used for local administration, while others such as DHCP Options, FTP Upgrade Options, and SNMP are used for remote administration.

To open the Control Panel, do one of the following:

- From the desktop, select **Start > Settings > Control Panel**.
- From the HP Connection Window utility, double-click the **HP Connection Administrator** icon to launch HP Connection Administrator, then click the **Control Panel** button in HP Connection Administrator.

The LPD Control and Port Lock programs are only available to terminals equipped with a serial port.

### Accessibility

The Accessibility dialog box is used to configure the terminal with 508 Accessibility features.

To open the Accessibility dialog box, double-click the **Accessibility** icon in the Control Panel.

Accessibility options are available for the keyboard, sound, display, and mouse.

- **Keyboard tab**: Allows you to apply **StickyKeys** if you want to use the **Shift**, **Ctrl**, and **Alt** keys by pressing one key at a time rather than holding them down while pressing other keys. You can also apply **ToggleKeys** if you want to hear tones when pressing the **Caps Lock**, **Num Lock**, and **Scroll Lock** keys.
Control Panel

- **Sound tab:** Used to apply SoundSentry, which causes Windows to generate visual warnings when the system makes a sound.
- **Display tab:** Used to apply High Contrast, which causes Windows to use colors and fonts designed for easy reading.
- **Mouse tab:** Used to apply MouseKeys, which allows you to control the pointer with the numeric keypad on the keyboard.
- **General tab:** Used to automatically turn off accessibility features after a set amount of idle time.

**Certificates**

The Certificates dialog box is used to import, store, and view security certificates.

Certificates and certificate authorities are used to ensure that an SSL connection is made to the intended secure server. Certificate information is exchanged between the terminal browser and the secure server when establishing a connection. If the certificate can be authenticated by a trusted certificate authority, the secure page will come up automatically.

A private key is also used to encrypt data over an SSL connection.

To open the Certificates dialog box, double-click the Certificates icon in the Control Panel.

To import a certificate or private key:

1. Select the type of certificate you would like to import from the drop-down list.
   - **Trusted Authorities** are certificates from authorities you can trust. The Windows CE .NET browser comes with a pre-defined list of trusted certificate authorities that include Thwarte, Entrust, GlobalSign, GTE, and others.
   - **My Certificates** are your personal digital certificates.
   - **Other Authorities** are intermediate certificate authorities.

2. Click the Import button. The Import Certificate or Key dialog box is displayed.
3. Select the location source of the certificate or key then click the OK button.

- **From a File** brings up a dialog box that allows you to import a certificate or key from the network. Browse to the certificate or key and select it, or select the **Type** (Certificate or Private Key) and enter the name of the certificate or key in the **Name** field.

- **From a Smart Card** allows you to import a certificate from a Smart Card. Make sure the Smart Card is inserted and select a **Reader** from the drop-down list.

- **Friendly name** allows you to rename a certificate that you import.

**Date/Time**

The Date/Time Properties dialog box is used to set the date and current time, select the appropriate time zone, and enable automatic clock adjustment for daylight savings time for the terminal.

To open the Date/Time Properties dialog box, double-click the **Date/Time** icon in the Control Panel.

Select the appropriate date and time information and click the **Apply** button.
**DHCP Options**

The DHCP Options dialog is used to set the DHCP tags that identify the FTP location of the upgrade image.

Open the DHCP dialog box by double-clicking the **DHCP Options** icon in the Control Panel.

To change the FTP Option IDs, type over the current numbers in the **File Server** and **Path and Filename** fields (range is 128 through 254) and click **OK**. The values must match those set up on the DHCP server.

To reset the option IDs to the default values, click the **Reset to Defaults** button. The default for **File Server** is 161. The default for **Path and Filename** is 162.

The root path entry on the server should contain both the path and the filename.
Dialing

The Dialing Properties dialog box is used to select (or add) a dialing location and enter dial-up settings for the selected location. Local settings include the area code, county/region code, and tone or pulse dialing. You also have the option of disabling call waiting.

You can also set up dialing patterns for local, long distance, and international calls.

The dialing properties are used in conjunction with RDP, ICA, TEC, and VPN dial-up connections.

To open the Dialing Properties dialog box, double-click the Dialing icon in the Control Panel.

Select or add a “dialing from” location and enter the local settings for the location. Click OK after entering the information.
Display

The Display Properties dialog box is used to configure the monitor’s background image, appearance scheme, screen resolution, color quality, refresh frequency, and screen saver.

You must reboot the terminal after changing any of the display properties for the changes to take effect.

You can change the background image to one of your preference, but the image must be a .bmp format.

To open the Display Properties dialog box, double-click the Display icon in the Control Panel.

You can also access the Display Properties dialog box by right-clicking on the desktop and selecting Properties.

The Settings tab includes a Test button that can be used to test the resolution and refresh settings.

The following table lists the available screen resolutions, color quality settings, and refresh frequencies. The default is 800x600x16 @ 60Hz.

<table>
<thead>
<tr>
<th>Resolution/Color</th>
<th>60Hz</th>
<th>70Hz</th>
<th>72Hz</th>
<th>75Hz</th>
<th>85Hz</th>
</tr>
</thead>
<tbody>
<tr>
<td>640x480x8</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>640x480x16</td>
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<td>X</td>
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<tr>
<td>640x480x32</td>
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<td>X</td>
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<tr>
<td>800x600x8</td>
<td>X</td>
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<td>800x600x16</td>
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<td>800x600x32</td>
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<tr>
<td>1024x768x8</td>
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<td>X</td>
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<tr>
<td>1024x768x16</td>
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<tr>
<td>1024x768x32</td>
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<tr>
<td>1280x1024x8</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>1280x1024x16</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>
If you set the display settings out of range, you must reset the terminal to factory defaults by rebooting the terminal and holding down the F9 key until you see a window that says “Loading...” at the bottom. All configuration settings and connections will be lost when resetting the terminal to factory defaults.

<table>
<thead>
<tr>
<th>Resolution/Color</th>
<th>60Hz</th>
<th>70Hz</th>
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<td>1600x1200x8</td>
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<td>1600x1200x16</td>
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<td></td>
</tr>
</tbody>
</table>
ELO Touch

The ELO Touch Screen dialog box is used to enable or disable the cable connection. You can also calibrate the touch screen by clicking the Align button.

To open the ELO Touch Screen dialog box, double-click the ELO Touch icon in the Control Panel.

FTP Upgrade Options

The FTP Upgrade Settings define the means by which the image is upgraded on the terminal. The image can be upgraded directly from HP, by manually entering the FTP file server information for the server that contains the upgrade files, or by allowing the DHCP server to locate the FTP file server that contains the upgrade files.

Open the FTP Upgrade Settings dialog box by double-clicking the FTP Upgrade Options icon in the Control Panel. The dialog box contains three tabs: Direct from HP, Manual Setting, and Use DHCP Setting.

Direct from HP Tab

The Direct from HP tab in the FTP Upgrade Settings dialog box is used to upgrade the terminal with the latest available image directly from Hewlett-Packard or restore the image currently installed on the terminal.

To upgrade or restore the image, select the appropriate radio button and press the Continue button.

⚠️ CAUTION: DO NOT power off the terminal during the upgrade process. Turning off the power before the upgrade is complete may corrupt the flash memory on the terminal.
**Manual Setting Tab**

The **Manual Setting** tab in the FTP Upgrade Settings dialog box is used to upgrade the image by manually entering the location of the FTP file server on which the upgrade files are located (rather than the DHCP server providing the location of the file server).

To upgrade the image using manual settings:

1. Select the **Manual Setting** tab on the FTP Upgrade Settings dialog box.
2. Enter the IP address or valid DNS name of the FTP file server in the **Server Name/IP** field.
3. Enter the root path to the upgrade files on the FTP file server in the **Path and Filename** field. You do not need to enter the FTP root folder name because the system assumes you are going to that directory. Begin with the appropriate subfolder under the FTP root folder.
4. Enter the server port ID in the **Server Port** field.
5. To save the above settings for the next time you upgrade manually, select the **Save this setting** check box.
6. Enter the user ID required by the FTP file server in the **User ID** field.
7. Enter the password required by the FTP file server in the **Password** field.
8. Click the **Upgrade** button to begin the upgrade process.

**CAUTION:** DO NOT power off the terminal during the upgrade process. Turning off the power before the upgrade is complete may corrupt the flash memory on the terminal.

**Use DHCP Setting Tab**

The **Use DHCP Setting** tab in the FTP Upgrade Settings dialog box is used to automatically upgrade the image by having the DHCP server provide the location of the file server on which the upgrade files are located.
For more information on setting DHCP values, refer to the “DHCP Options” section in this chapter.

To upgrade the image via the DHCP server:

1. Select the Use DHCP Setting tab on the FTP Upgrade Settings dialog box.

2. Enter the user ID required by the FTP file server in the User ID field.

3. Enter the password required by the FTP file server in the Password field.

4. To save the password, select the Save Password check box.

5. To automatically upgrade the image each time the terminal is restarted, select the Allow auto upgrade check box.

6. Click the Upgrade button to begin the upgrade process.

⚠️ CAUTION: DO NOT power off the terminal during the upgrade process. Turning off the power before the upgrade is complete may corrupt the flash memory on the terminal.
Global ICA Client Settings

The Global ICA Client Settings dialog box is used to configure ICA client settings used during ICA sessions.

To open the ICA Client Settings dialog box, double-click the Global ICA Client Settings icon in the Control Panel.

There are five tabs on the ICA Client Settings dialog box: Hotkeys, Preferences, Server Location, Firewall Settings, and PNLite.

Hotkeys Tab

The Hotkeys tab is used to configure hotkeys that can be used during ICA sessions. Hotkeys are used to perform various functions.

You can assign the hotkeys used to perform a function by selecting the hotkey combinations from the drop-down list next to each function.

- The Connection Status hotkey invokes a message about the status of the connection.
- The Close Session hotkey disconnects the terminal from the server but does not actually close the session on the server. The session will continue to run on the server until the terminal operator logs off.
- The Esc hotkey performs the same function as the Esc key on a keyboard.
- The CTRL-ALT-DEL hotkey invokes the terminal Security dialog box.
- The CTRL-ESC hotkey displays the Remote Task list on WinFrame servers, or displays the Start menu on MetaFrame servers.
- The ALT-ESC hotkey cycles the focus through the minimized icons.
- The ALT-TAB hotkey cycles through open applications in sequential order.
- The ALT-BACKTAB hotkey also cycles through open applications sequentially, but in the opposite direction.
Preferences Tab

The Preferences tab is used to set color preferences during an ICA session.

The Preferences tab contains the following fields:

- **Serial Number**: Enter the serial number of the ICA Client software exactly as it appears on the serial number card. This is necessary when using the ICA Windows CE Client with certain products, such as WinFrame Host/Terminal. It is not necessary for MetaFrame servers.

- **Default Window Colors**: Select the color option for the ICA client. If the ICA server does not support 16-bit color, then 8-bit color will be used.

- **Client Name**: Enter then name of the terminal. (This field is automatically populated with name entered in the System Properties dialog. See the “System” section in this chapter for more information on system properties.)
Server Location Tab

The Server Location tab is used to view/add Citrix servers on the network that have ICA connections configured.

The Server Location tab contains the following fields and buttons:

- **Network protocol drop-down list**: Select the network protocol to use from this drop-down list located near the top of the tab.
- **Server address list**: Lists the server locations that have been entered.
- **Add button**: Click this button to add a server address.
- **Delete button**: Click this button to delete a server address.
- **Default List button**: Click this button to recall the previous server address list.
- **Server Group list**: Use this drop-down list to select whether the servers entered in the server address list belong to your Primary, Backup 1, or Backup 2 group.
- **Rename Group button**: Click this button to rename the selected server group.
Control Panel

Firewall Settings Tab

The Firewall Settings tab is used to set up a firewall by placing a proxy server between a server and a client.

In the Proxy section, select a protocol from the drop-down list then enter the proxy address and port.

In the SSL/TLS Relay section, enter the relay address and port for the Socket Security Layer (SSL) or Transport Layer Security (TLS) protocol.

PNLite Tab

The PNLite tab is used to enable the Citrix Program Neighborhood Lite (PNLite) feature. PNLite allows the terminal to connect to applications on a MetaFrame server.

To enable PNLite:
1. Select the Enable PNLite check box.
2. Enter the MetaFrame server address and port number.
3. Click the Use SSL/TLS check box if you want to enable SSL or TLS security. (SSL/TLS addresses are entered on the Firewall Settings tab.)
4. Enter the User name, Password, and Domain.

Internet Options

The Internet Settings dialog box is used to configure Internet browser settings on the terminal.

To open the Internet Settings dialog box, double-click the Internet Options icon in the Control Panel.

The Internet Settings dialog box includes the following tabs:

- **General tab**: Used to enter start and search pages, set the cache size (as well as clear cache and history), and set the font size.
- **Connection tab**: Used to select LAN or autodial connections, and to enter proxy server settings.
Control Panel

- **Security tab:** Used to allow cookies, TLS 1.0 security, SSL 2.0 security, and/or SSL 3.0 security. There is also an option to warn you when switching across secure and insecure areas and an option that allows you to enable favorites.

- **Advanced tab:** Used to enable local browser window resizing, display images in pages, play sounds in pages, enable scripting, display a notification about every script error, and underline links.

Due to CE .NET architecture, proxy exceptions are not available.

**JETCET PRINT 3.01**

The JETCET PRINT Professional dialog box is used to set up the terminal for local browser printing.

To open the JETCET PRINT Professional dialog box, double-click the **JETCET PRINT 3.01** icon in the Control Panel.

Select a default printer and manufacturer model, set the appropriate print spooler options, and if printing serial choose either hardware or software for serial handshaking between the terminal and printer. Click the **Properties** button to configure the chosen printer’s settings.

For more information, refer to the JETCET user’s guide.
The Keyboard Properties dialog box is used to select a keyboard language and the keyboard character repeat parameters. Changes to the keyboard language apply locally as well as on the server side.

Drivers for the various languages do not transfer to the server; therefore, the drivers for the selected language must also be installed on the server side.

To open the Keyboard Properties dialog box, double-click the Keyboard icon in the Control Panel.

**Repeat delay** determines how quickly the same character displays on screen when typed more than once.

**Repeat rate** determines how quickly the same character displays on screen when the associated key is held down.
**LPD Control**

The LPD Control dialog box allows you to set the terminal up as a line printer (print server).

To open the LPD Control dialog box, double-click the **LPD Control** icon in the Control Panel.

HP Compaq t5300 thin client models do not have legacy ports. Therefore, the LPD Control program will not appear in the Control Panel for those systems.

To set the terminal up as a print server:

1. Select the **Enable Printer** check box.
2. Enter the **Printer Name** and **Network Port**.
3. Select the appropriate printer port from the drop-down list. If you select a ComPort, you have the option of configuring the serial port by clicking the **Configure** button and entering the appropriate parameters.
4. Select the **Send Form Feed** check box if form feeds are necessary. This is needed primarily for older printer technology.

You must enable the terminal’s serial port in BIOS and in the Control Panel’s Port Lock utility. You must also set up the application server for LPD printing.

**Modems**

The Modem Settings dialog box is used to access and modify settings for external serial modems.

To open the Modem Settings dialog box, double-click the **Modems** icon in the Control Panel.

Refer to the modem device instructions for listings of modem “AT” commands available for the modem.
Mouse

The Mouse Properties dialog box is used to set the mouse double-click sensitivity for speed and physical distance between clicks.

To open the Mouse Properties dialog box, double-click the **Mouse** icon in the Control Panel.

Set the double-click sensitivity by double-clicking the grid icon, then test the setting by double-clicking the test icon.

Network and Dial-up Connections

The Network and Dial-up Connections utility is used to configure connectivity between the terminal and the Internet, a network, or a computer.

To open the Network and Dial-up Connections utility, double-click the **Network and Dial-up Connection** icon in the Control Panel.

To make a new connection, double-click the **Make New Connection** icon, select the type of connection you want to make, then configure the connection as appropriate.

There are five connection types to choose from: Dial-up, Direct, VPN (PPTP), VPN (L2TP), or Ethernet (PPPoE).
Dial-Up Connection

A serial dial-up modem can be used with the thin client to access a dial-up server. With this method there are two ways to access the enterprise intranet:

- An enterprise dial-up server will connect directly to the enterprise intranet.
- An Internet Service Provider (ISP) dial-up server provides access to the Internet, from which the thin client must access an enterprise Point-to-Point Tunneling Protocol (PPTP) Virtual Private Network (VPN) server that connects to the enterprise intranet.

The dial-up server must be a Microsoft Remote Access Server or another server that supports industry-standard protocols.

Direct Connection

This type of connection is used to connect directly to another computer through the serial port on the terminal.

This option is only available to thin clients with serial ports.

Virtual Private Network (PPTP) Connection

Point-to-Point Tunneling Protocol (PPTP) is a network protocol that enables the secure transfer of data between a remote client (in this case the thin client) and an enterprise server environment by creating a VPN across TCP/IP-based data networks such as the Internet. It provides a password-protected path through the enterprise firewall to the enterprise server environment in which the network and session services required by the thin client reside.

An ISP must be available to provide access to the Internet. Any of the standard means of connecting to the ISP may be used, such as a dial-up modem, cable modem, and DSL modem.
The connection to the ISP must be established first, before contacting the enterprise PPTP VPN server. This includes dial-up access as well as direct access through the cable modem and DSL modem paths.

**Virtual Private Network (L2TP) Connection**

Layer Two Tunneling Protocol (L2TP) merges Microsoft’s PPTP protocol with Cisco’s Layer Two Forwarding (L2F) protocol. L2TP is basically the same as PPTP; the primary difference is that L2TP supports encryption.

**PPP Over Ethernet (PPPoE) Connection**

This is a connection from the thin client Ethernet port directly to the enterprise intranet. No additional hardware is required. In this configuration all network services may be used, including the enterprise DHCP server. A DHCP server on the network may provide not only the terminal’s IP address, but also the location of the file server containing the software updates.

**Port Lock**

The Port Lock dialog box allows you to enable or disable COM 1 and LPT ports.

Open the Port Lock dialog box by double-clicking the Port Lock icon in the Control Panel.

To enable (lock) a port, select the appropriate check box(es) and click OK.

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HP Compaq t5300 thin client models do not have legacy ports. Therefore, the Port Lock program will not appear in the Control Panel for those systems.
**RDP Printers**

The RDP Printers dialog box is used to add local RDP printer configurations and modify existing RDP printer configurations. This enables the terminal to print from an RDP server session to a local printer.

To open the RDP Printers dialog box, double-click the **RDP Printers** icon in the Control Panel.

The RDP Printers dialog box contains an **Add Printer** icon and an icon for each configured printer.

### Adding a Printer

To add a printer configuration from the Printers dialog box:

1. Double-click the **Add Printer** icon or select it and click the **Open** button. This invokes the Printer Wizard, which is used to configure a new printer.

2. In the first panel of the wizard, select the appropriate port that you want the printer to use and click the **Next** button.

3. In the next wizard panel, select the printer manufacturer and model. If the desired printer is not listed, select the **User Defined** check box. Click the **Next** button.

△ **CAUTION:** It is critical that the model name entered in step 3 matches EXACTLY with the model name of the driver installed on the terminal server. Otherwise, printing will fail.
4. The following panel appears only if you selected “Network” in step 2. In this panel, enter the network path for the printer. If the **User Defined** check box was selected in the previous wizard panel, also enter the manufacturer and model of the printer.

5. In the next wizard panel, enter a name for the printer then click the **Next** button.

6. In the next wizard panel, select whether you want to configure another printer then click the **Next** button.

7. After all printer configuration selections have successfully been completed, click the **Finish** button.

8. Connect to an RDP session, add the printer, and verify that it is working properly.

### Modifying an Existing Printer Configuration

To modify an existing printer configuration in the Printers dialog box:

1. Double-click the desired printer icon or select the icon and click the **Properties** button. The Printer Properties dialog box is displayed.

2. Make any necessary modifications, then click the **OK** button to save the changes.
Regional Settings

The Regional Settings Properties dialog box is used to customize regional settings for the terminal. You can change the way Windows CE .NET displays numbers, currency amounts, times, and dates.

To open the Regional Settings Properties dialog box, double-click the Regional Settings icon in the Control Panel.

The Regional Settings Properties dialog box includes the following tabs:

- **Regional Settings tab**: Used to select an input locale, which determines how some programs format numbers, currency, time, and dates. The options available on the other tabs are determined by the selected region.

- **Number tab**: Used to change the way Windows displays numbers.

- **Currency tab**: Used to change the way Windows displays currency values.

- **Time tab**: Used to change the way Windows displays the time.

- **Date tab**: Used to change the way Windows displays the date.
The Security dialog box is used to control various terminal functions related to security and terminal operator accounts.

To open the Security dialog box, double-click the Security icon in the Control Panel.

**Enabling Security**

Select the Enable Security check box on the System tab to enable terminal security. This forces a user to log in if the automatic login feature is not enabled. It also activates the Enable Screen Lock and Automatic Log On check boxes.

- Select **Enable Screen Lock** to allow the terminal to be locked through the Ctrl+Alt+Delete keyboard command.
- Select **Automatic Log On** to bypass the need for the user to enter a password to log in. This also activates the Single Button Log On check box and Account drop-down list.
  - Select **Single Button Log On** to enable the single button connect feature, which invokes a dialog box that requires the terminal operator to press a keyboard key or click the Logon button on the dialog box to log in.
  - In the **Account** field, select the account the terminal operator will automatically log in with. Refer to the next section, “Creating a User’s Account,” for information on creating a new account.

Select the **Enable Reset Hotkey** check box if you want to allow the terminal to be reset to factory defaults (registry and shortcuts) by pressing and holding the F9 key during boot.
Creating a User’s Account

To create a new security account for a terminal operator, select the Users tab on the Security dialog box. This tab lists all the operator accounts and shows which accounts are set up with Administrator security privileges and which accounts are enabled.

To create a new account:

1. Click the Add button on the Users tab. The Add New User dialog box is displayed.
2. Enter a name for the new user account in the Name field.
3. Enter a password for the new user in the Password field.
4. Enter the password again in the Confirm Password field.
5. Leave the Account is disabled check box unchecked unless you want to disable the account.
6. If you want to use the same Permissions assigned to an account that was previously created, click the Set from Template button. The Set from Template dialog box is displayed.

There are three default accounts already set up (Administrator, Guest, and User) that can be used as templates. You can also modify the Guest and User accounts and use the modified accounts as templates.

a. Select the account type that you want to use as a template from the drop-down list of accounts in the Based on field.

b. Click the Apply button to apply the selected template and return to the Add New User dialog box.
7. If you are not basing the Permissions on a template and want to choose which Permissions will be assigned to the new account, select the Permissions tab on the Add New User dialog box.

8. The Permissions tab contains check boxes for all the items available in the Control Panel plus a check box for access rights to Windows Explorer and a check box to give the user permission to change the password. Select the items in the list that you want to allow the user to access. If the user is an Administrator, select the User is an Administrator check box to provide the user with access to all the listed items.

9. After completing all the above steps, click the OK button on any of the Add New User tabs. You will return to the Users tab on the Security dialog box with the new account listed in the accounts list.

Refer to the previous section, “Enabling Security,” to enable security for the new account.

To modify a current account, select the account from the list on the Users tab of the Security dialog box and click the Modify button, then make the appropriate modifications. Note that modifying the default User or Guest accounts will also change the template properties when using the Set from Template feature.

SNMP

The terminal can be managed through standard third-party simple network management protocol (SNMP) tools. The SNMP Network Administration dialog box is used to enter parameters required for SNMP management.

SNMP agents run in network elements and respond to Network Management Station (NMS) queries (GETs). SNMP provides a means to query all terminals assigned to a specific community. Each community should have a unique name and all members of a community have the same access privileges. A single terminal can be assigned to multiple communities.
Agents send unsolicited reports (traps) back to a specified IP address when a particular network activity occurs. Five traps are supported: cold start, warm start, authentication failure, link down, and link up.

To open the SNMP Network Administration dialog box, double-click the SNMP icon in the Control Panel.

1. On the Agent tab, enter the physical location of the terminal in the Location field.

2. Enter the name of the contact person responsible for the terminal in the Contact field.

3. Assign the terminal to a community by selecting a community from the Community Name drop-down list. If you want to create a new community, do the following:
   a. Click the Add Community button. The Community Configuration dialog is displayed.
   b. Enter a name for the new community and click the OK button.

4. To add a trap destination:
   a. Click the Add button. The SNMP Configuration dialog is displayed.
   b. Enter the host name or IP address of the NMS trap server and click the OK button.
5. Select the Security tab to add/change SNMP security settings.

6. To enable an authentication failure trap, make sure the Enable Authentication Failure Trap check box is selected.

7. To add an accepted community and assign rights to the community:
   a. Click the Add button in the Accepted Community Names section. The Community Configuration dialog is displayed.
   b. Enter the name of the community in the Community Name field.
   c. Select the rights to the community from the Rights drop-down list and click the OK button.

8. Select the hosts from which SNMP packets may be accepted. Choose either Accept SNMP packets from any host or Accept SNMP packets from these hosts. If you choose the latter, enter the host(s) as follows:
   a. Click the Add button in the SNMP packets section. The SNMP Configuration dialog is displayed.
   b. Enter the host name or IP address and click the OK button.
   c. Repeats steps a and b above to add as many hosts as necessary.

9. After entering all the necessary SNMP information, click the OK button in the upper right corner of the SNMP Network Administration dialog box.

**System**

The System Properties dialog box is used to view terminal manufacturer and product information, network settings, and copyright information. You can also reset the terminal to the default factory settings, adjust the memory allocated for storage and running programs, enter a device name for network identification purposes, and configure the network card.

To open the System Properties dialog box, double-click the System icon in the Control Panel.

The System Properties dialog box includes the following tabs:
Control Panel

- **General tab**: Displays manufacturer and product information for the terminal. Includes a **Reset** button that can be used to reset the terminal to factory default property settings.

- **Memory tab**: Used to adjust memory allocation between memory for storage room and memory needed to run programs.

- **Network tab**: Used to enter a device name and description for the terminal that identifies the terminal across the network. You have the option of entering a name or accepting the name provided by the DHCP server. The default device name is “HP” followed by the MAC address. If the device is reset to factory defaults, the device name will revert to the factory default name.

  This tab also displays network settings and provides a **Configure Network Card** button that can be used to adjust the speed/duplex for the card.

- **Copyrights tab**: Displays copyright information for the terminal.

View or Remove Programs

The View or Remove Programs dialog box is used to view or remove software programs currently installed on the terminal.

To open the View or Remove Programs dialog box, double-click the **View or Remove Programs** icon in the Control Panel.

To remove a program, select the program from the list and click the **Remove** button.

Volumes & Sounds

The Volumes & Sounds Properties dialog box is used to adjust the volume setting and enable sounds for various events and conditions. You can also create custom sound schemes for various events.

To open the Volumes and Sounds Properties dialog box, double-click the **Volumes & Sounds** icon in the Control Panel.