

## *First Class Client Set-Up at Home*

1. Copy and paste this address into your browser,  
<http://www.centrinity.com/Divisions/Resources/?Plugin=FC&OpenItemURL=S047C50E4>
2. Click and download version 11.005 (the version will change) English/Canadian for Windows Vista/XP in the list.
3. Choose the option to Run the file.
4. The file you are running is about 11MB and should download in about 30seconds (depending on your connection speed).
5. Follow the step by step wizard and choose the default option (everyone who uses this computer). Keep the options checked, add to the start menu and add a desktop shortcut.
6. When you have clicked finish in the wizard set-up, the desktop shortcut will open; click the Advanced button and then the Set-Up button on the right side. In the set-up screen, in the SERVER tab type: mail.hwcdsb.ca
7. Click Save at the bottom and login with your First Class username and password.