To install and configure DHCP services on a Windows 2000 Server, follow these steps:

**Step 1: Install the DHCP Server Role**

1. **Open Add/Remove Programs:**
   * Go to **Start** -> **Settings** -> **Control Panel** -> **Add/Remove Programs**.
2. **Add/Remove Windows Components:**
   * Click on **Add/Remove Windows Components** on the left side of the Add/Remove Programs window.
3. **Install Networking Services:**
   * In the **Windows Components Wizard**, scroll down and select **Networking Services**, then click **Details**.
   * Check the box for **Dynamic Host Configuration Protocol (DHCP)**, then click **OK**.
   * Click **Next** to start the installation. You may need the Windows 2000 Server installation CD during this process.
   * Once the installation is complete, click **Finish**.

**Step 2: Configure the DHCP Server**

1. **Open DHCP Management Console:**
   * Go to **Start** -> **Programs** -> **Administrative Tools** -> **DHCP**.
2. **Create a New DHCP Scope:**
   * In the DHCP Management Console, right-click on your server name and select **New Scope** to start the New Scope Wizard.
   * **Name and Description**: Provide a name and description for the new scope, then click **Next**.
   * **IP Address Range**: Enter the starting and ending IP address range that the DHCP server will manage. Define the subnet mask, then click **Next**.
   * **Add Exclusions**: If there are any IP addresses within the range that should not be assigned by DHCP, add them here. These are known as exclusions.
   * **Lease Duration**: Specify the duration for which a DHCP lease is valid. The default is usually fine for most environments.
   * **Configure DHCP Options**: You can configure default gateway (router), DNS server, and WINS server settings for clients during this stage:
     + **Router (Default Gateway)**: Enter the IP address of the router or gateway that clients should use.
     + **Domain Name and DNS Servers**: Enter the domain name and IP addresses of the DNS servers that clients should use.
     + **WINS Servers**: If your network uses WINS, enter the IP addresses of the WINS servers.
   * **Activate the Scope**: After configuring the options, you'll be prompted to activate the scope. Choose **Yes** to activate it immediately.
3. **Authorize the DHCP Server in Active Directory:**
   * If your server is part of a domain, you need to authorize the DHCP server in Active Directory:
     + Right-click on the server name in the DHCP Management Console and select **Authorize**.
     + You might need to wait a few moments or refresh the view (F5) to see the server status change to "Authorized."
4. **Verify DHCP Configuration:**
   * After setting up the DHCP server, ensure that it is correctly handing out IP addresses:
     + Check the **Address Leases** section in the DHCP Management Console to see if IP addresses are being assigned to clients.
     + Use a client machine configured to obtain an IP address automatically and check if it receives an IP address from the DHCP server.

**Additional Configuration:**

* **Backup and Restore DHCP Database:**
  + Regularly back up your DHCP database to protect against data loss.
  + To back up the DHCP database, right-click on your DHCP server name in the DHCP console and select **Backup**. Choose a location to store the backup.
* **Setting Up DHCP Reservations:**
  + If you want certain devices (like printers or servers) to always receive the same IP address, set up a DHCP reservation:
    - Right-click on **Reservations** under your DHCP scope and choose **New Reservation**.
    - Enter a name, the IP address, MAC address of the device, and a description.