

Guest Wi-Fi Access

Introduction	1
Creating a Self-Registered Guest Account	2
Creating a Sponsored Guest Account	5
Connecting a Guest Account.....	8
View or Make Changes to Guest Accounts	9
Edit	10
Resend.....	10
Extend	10
Suspend.....	10
Delete	10
Reset Password	10
Refresh	11
Viewing a Created Guest Account’s Details.....	11

Introduction

All students and employees of SCSU can create temporary SCSU-sponsored guest wireless accounts, active for up to 6 months. These guest accounts are for visitors such as family, friends, colleagues, etc. who would like to have access to the campus’ wireless network. If a guest account is needed for more than 180 days, contact the Help Desk to have a request submitted.

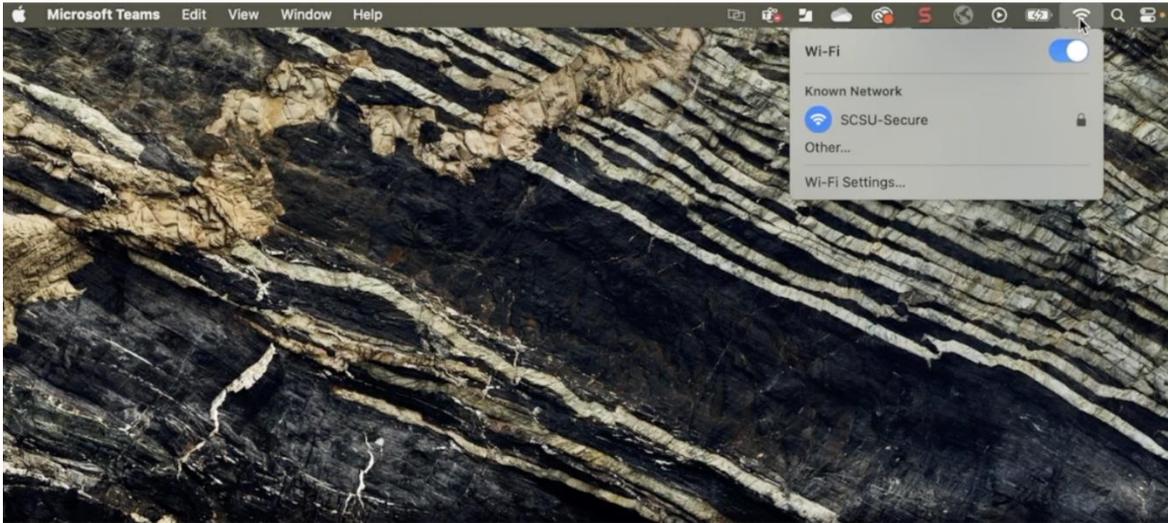
If you do not have an SCSU-sponsored guest wireless account, you may choose the Self-Registration option. These instructions will show you how to complete the self-registration process to create a temporary Guest Wi-Fi account that will be active until midnight of the day the account was created.

If connection to the Guest network requires longer duration, instructions for how to create an SCSU-sponsored guest account are available in this same document. This level of network access requires an active SCSU account to create the guest account. The active SCSU account that sponsors this guest account can view or make changes to the created account. Instructions on how to perform said actions are also available in this document.

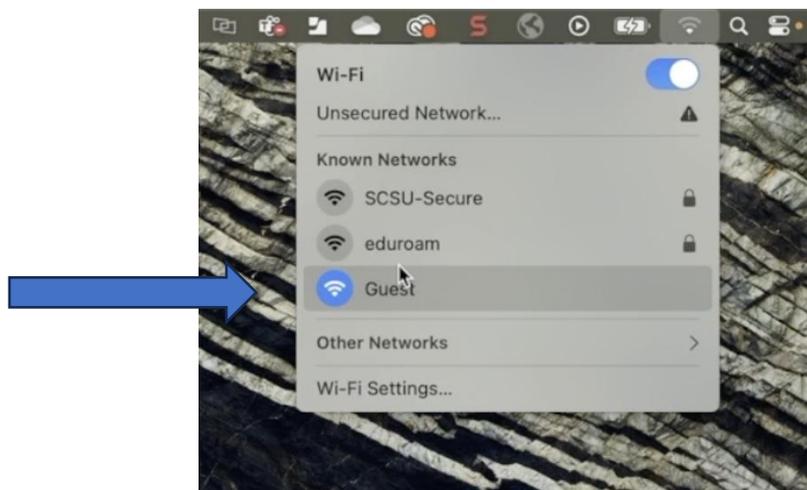
Please note that prior to connecting to the Guest wireless network, do not move from your location on campus until your device is fully connected and has confirmed internet access.

Creating a Self-Registered Guest Account

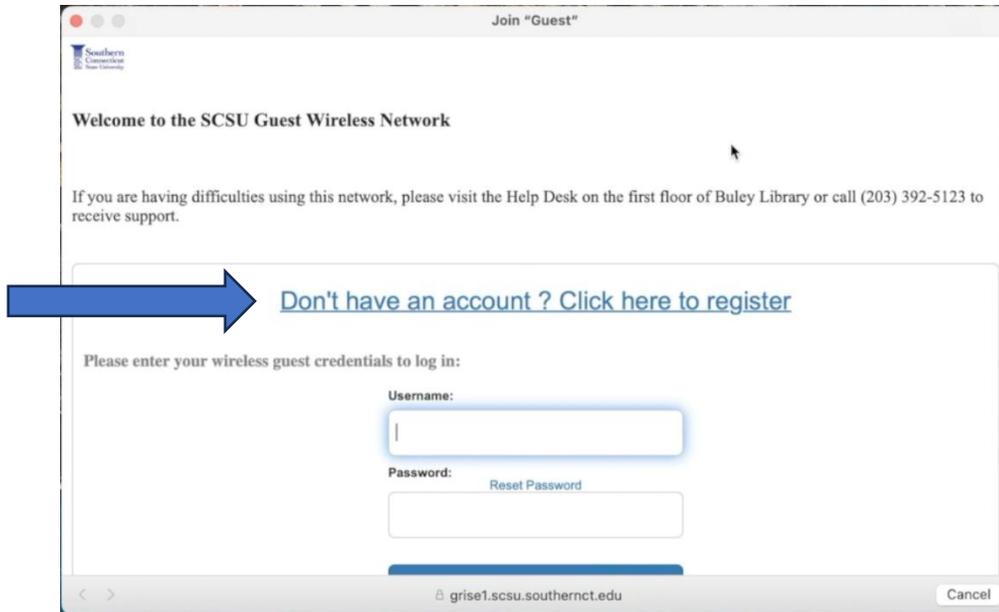
1. To begin, select the Wi-Fi symbol on the Mac toolbar located on the top right corner.



2. Select the network titled, "Guest."

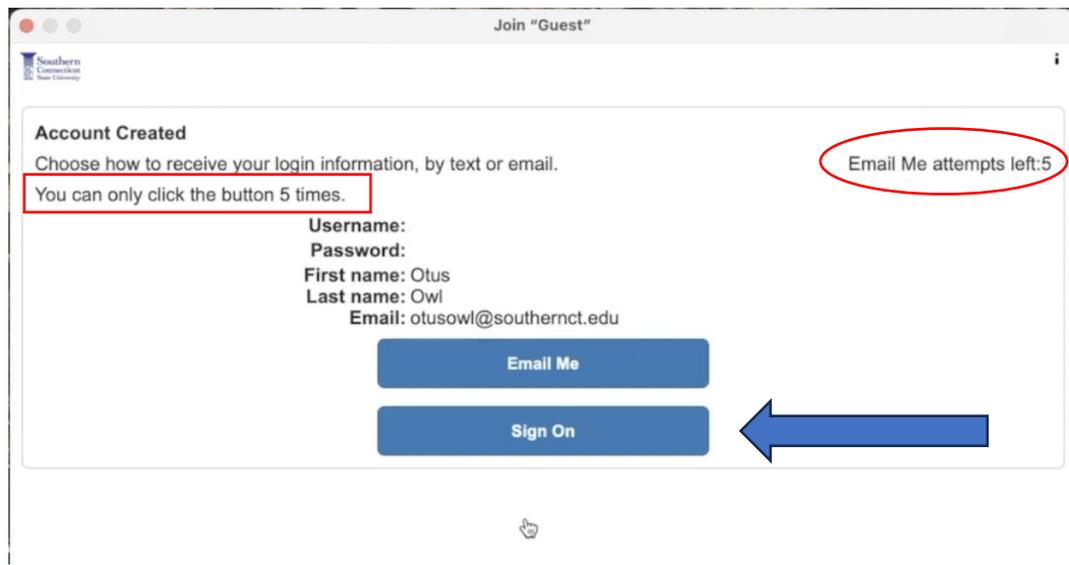


3. You will be prompted to get to the [SCSU Guest Wireless Network](#) landing page. If you are a guest and have not been provided with an [SCSU-Sponsored Guest Wi-Fi Account](#), click the hyperlink to [Self-Register](#).



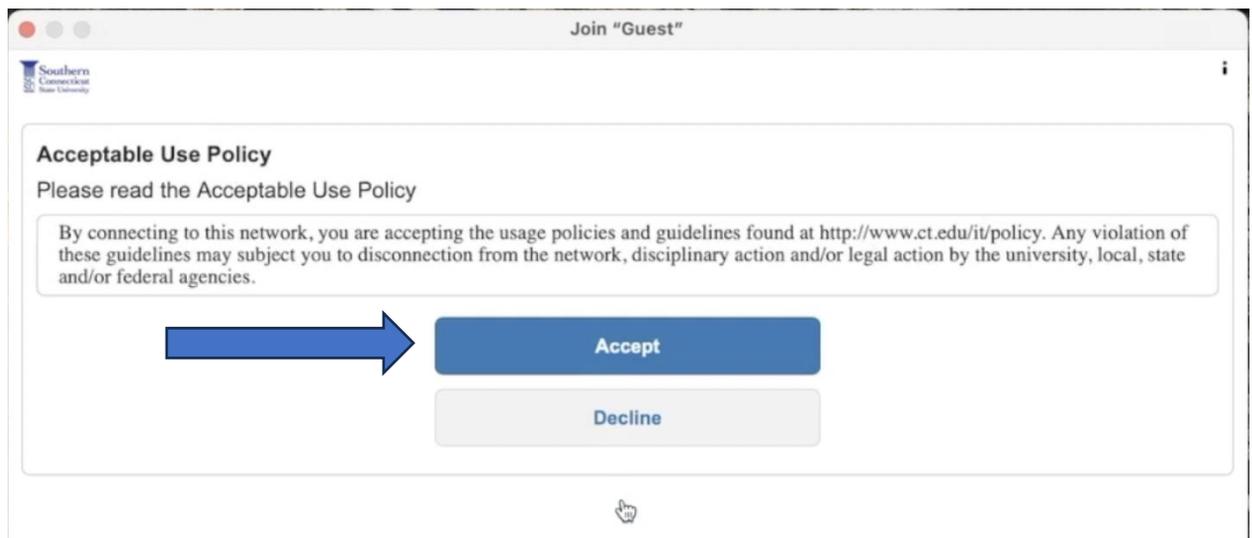
4. Enter your information in the required fields. Once completed click “[Register.](#)”

5. Once registered you will receive your created Guest Wi-Fi Account credentials. Note the max number of attempts you are permitted to email yourself these credentials.



*** It is important to note that these credentials are only active until midnight the day the account was created.***

6. Once your account is created, click "Sign On" to connect to the "Guest" wireless network.
7. After reading the [Acceptable Use Policy](#) click "Accept."



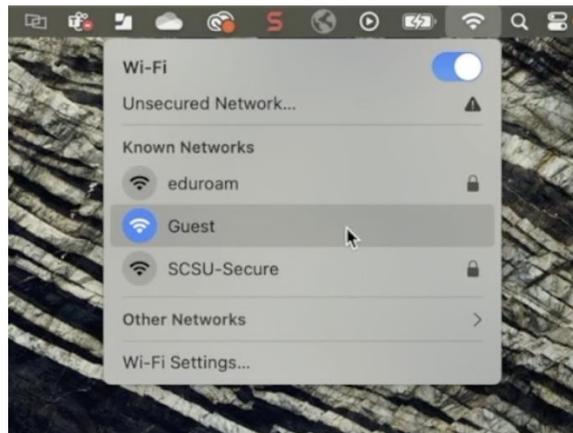
8. Once you have completed these steps, status should reflect "Success." Remember to give your device some time to establish a full connection to the network before moving to a new area on campus.

Success

You have successfully authenticated. For eduroam onboarding please click on the link below. Otherwise, this window can be closed.

[Click Here For Eduroam Onboarding](#)

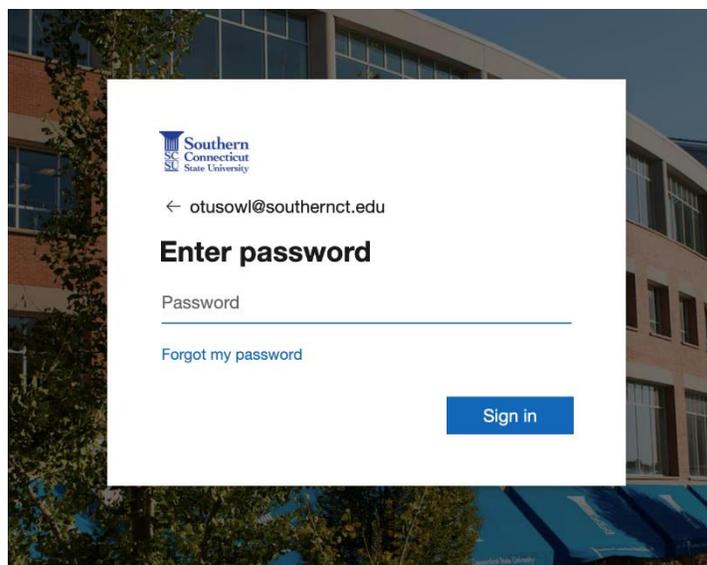
9. Once complete, the status of your “Guest” network connection should reflect “Connected.”



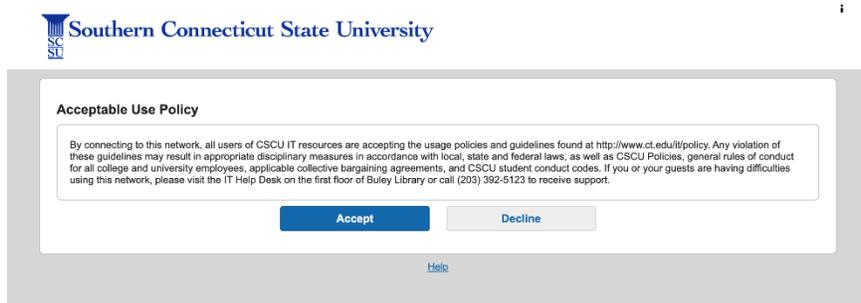
*** Please note that the connection to this network, via Self-Registered route, will have that user’s device connected **only until midnight of the day the account was created**. If connection to the “Guest” Wi-Fi network is required for more than the allotted time, please follow the steps below to ensure that the guest user’s device is connected for a longer duration. It is important to note that this process will require an active SCSU account to sponsor this guest account. If an active SCSU account is not available to provide a sponsored guest account, the guest user will have to repeat the same instructions above to recreate another Self-Registered Guest Account to reconnect to the “Guest” Wi-Fi Network. ***

Creating a Sponsored Guest Account

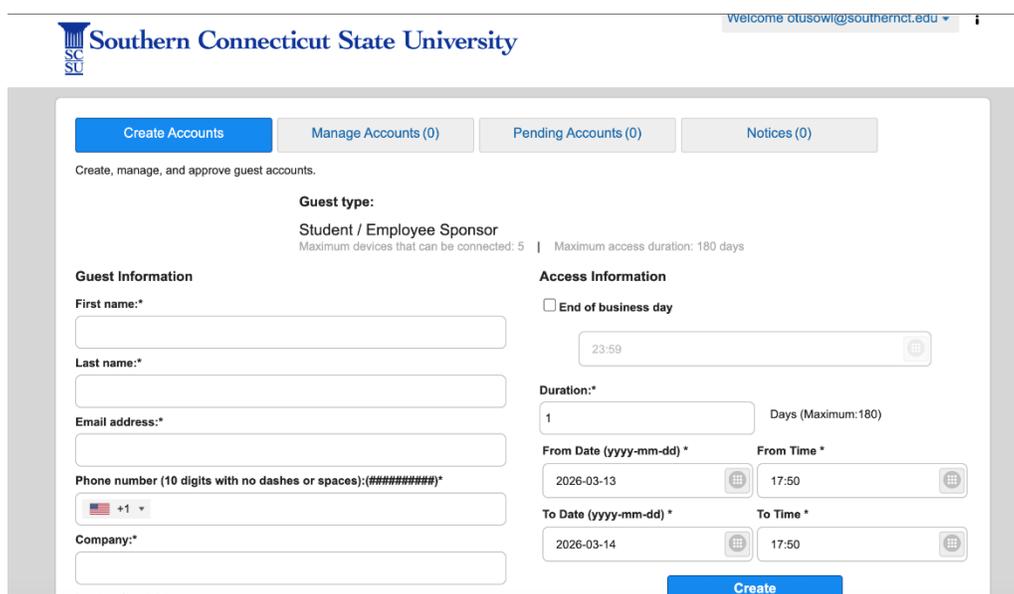
1. While connected to the campus’ network, the student or employee sponsoring the guest account will open an internet browser and go to: GuestWiFi.southernct.edu.
2. Sign in with your SCSU username and password, and select “Sign In”



3. Select “Accept” after reviewing the Acceptable Use Policy.



4. Enter the visitors’ information. Any criteria next to an asterisk * is required.



5. Set the date and time details for when the account will be needed and select “Create” when complete.

Guest type:
Student / Employee Sponsor
Maximum devices that can be connected: 5 | Maximum access duration: 180 days

Guest Information

First name:*

Last name:*

Email address:*

Phone number (10 digits with no dashes or spaces):(#####)*

Country: +1

Company:*

Reason for visit:

Group tag:

Language:
English - English

Access Information

End of business day

Duration:*
1 Days (Maximum:180)

From Date (yyyy-mm-dd) * From Time *

To Date (yyyy-mm-dd) * To Time *

6. Displayed on the next page will be the username and password, along with the account details. Select “Print / Email Account Info” to print this page or email this information to yourself and/or the guest.

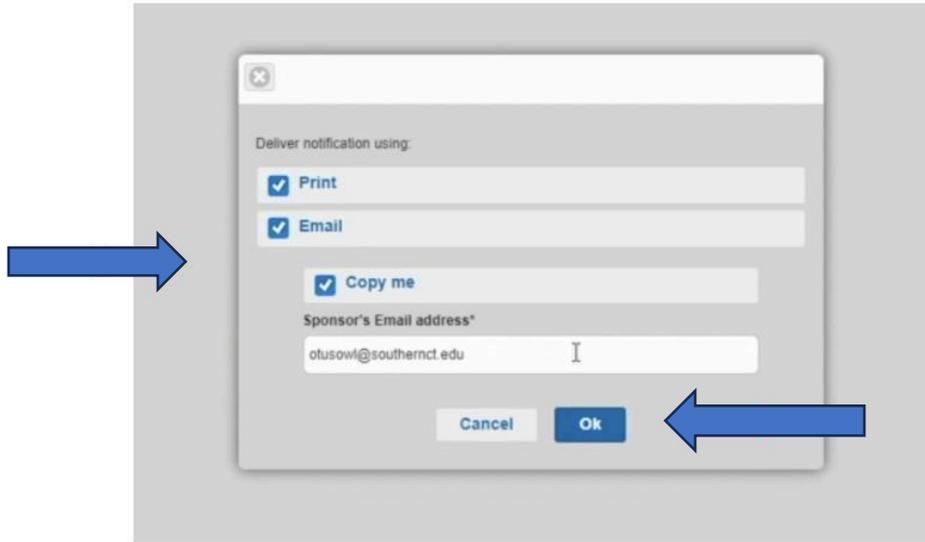
Southern Connecticut State University Welcome otusow! ▾

Create Accounts Manage Accounts (1) Pending Accounts (0) Notices (0)

Account Information

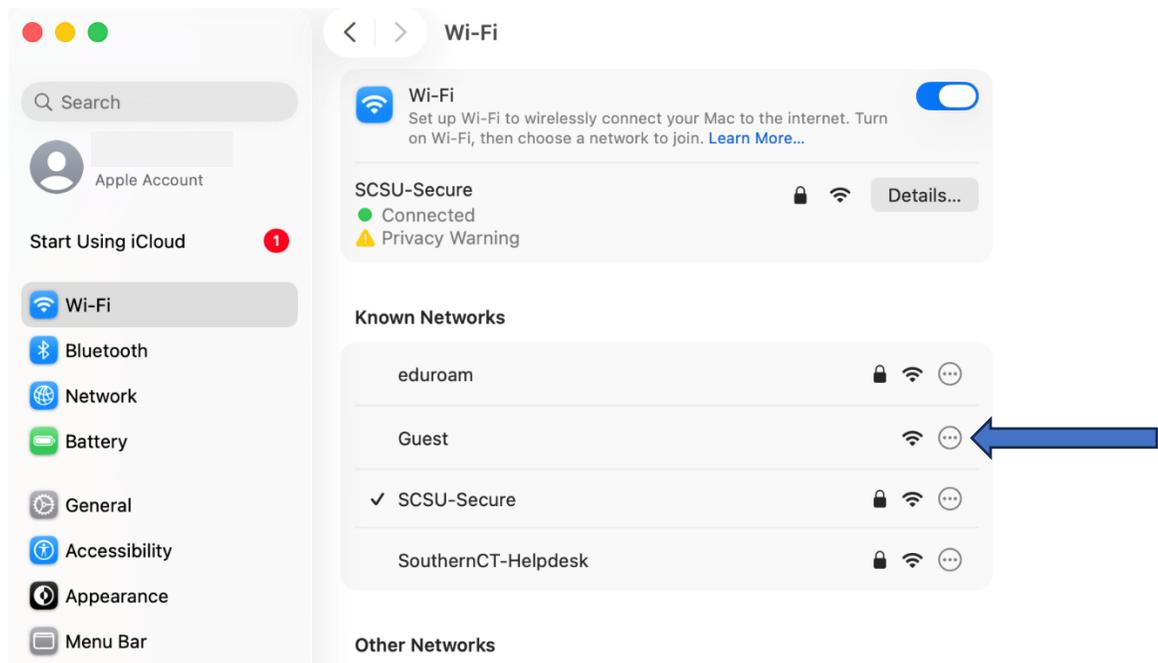
Username:	saccount
Password:	1p]6SP1k
First name:	Sample
Last name:	Account
Email address:	example@gmail.com
Company:	Example Company
Phone number:	1234567890
Reason for visit:	
Guest type:	Up to 4 days
State:	Created
From date (yyyy-mm-dd):	2019-08-21 08:00
To date (yyyy-mm-dd):	2019-08-22 10:00
Location:	New Haven, CT
Language:	English
Group tag:	
Time left:	1D 02H 00M

7. Check the box next to what action you would like to perform. If selecting “Email”, this will send an email to the guest’s email address you previously entered. Check the box next to “Copy me” to send yourself a copy of this email as well. If copying yourself, verify/enter your email address. Select “Ok”.



Connecting a Guest Account

1. The guest should open their Wi-Fi settings on their device and select the network “Guest”. Below is an example of connecting on a Mac device.



2. Once the “Guest” network is selected, a page will appear prompting the guest to sign in. Enter the username and password provided upon creation and select “Sign On”.

Welcome to the SCSU Guest Wireless Network

If you are having difficulties using this network, please visit the Help Desk on the first floor of Buley Library or call (203) 392-5123 to receive support.

[Don't have an account ? Click here to register](#)

Please enter your wireless guest credentials to log in:

Username:

Password: [Reset Password](#)

Sign On

3. Select “Accept” after reviewing the Acceptable Use Policy.

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Acceptable Use Policy

By connecting to this network, all users of CSCU IT resources are accepting the usage policies and guidelines found at <http://www.ct.edu/it/policy>. Any violation of these guidelines may result in appropriate disciplinary measures in accordance with local, state and federal laws, as well as CSCU Policies, general rules of conduct for all college and university employees, applicable collective bargaining agreements, and CSCU student conduct codes. If you or your guests are having difficulties using this network, please visit the IT Help Desk on the first floor of Buley Library or call (203) 392-5123 to receive support.

Accept **Decline**

[Help](#)

View or Make Changes to Guest Accounts

1. Select the “Manage Accounts” tab. Here, you will see partial details for the account, including its current “State”. States include created, active, expired, or suspended.

Welcome otusowl ▾

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Create Accounts **Manage Accounts (1)** Pending Accounts (0) Notices (0)

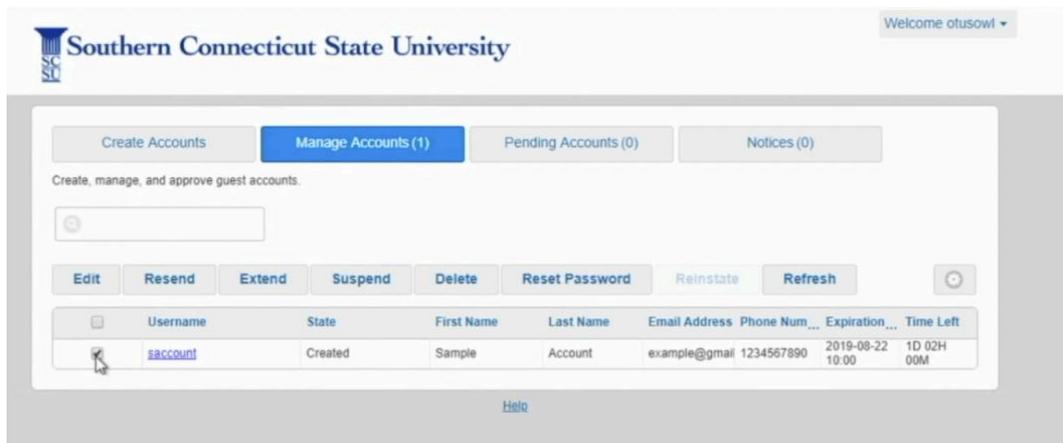
Create, manage, and approve guest accounts.

Edit Resend Extend Suspend Delete Reset Password Reinstate Refresh

<input type="checkbox"/>	Username	State	First Name	Last Name	Email Address	Phone Num...	Expiration...	Time Left
<input type="checkbox"/>	saccount	Created	Sample	Account	example@gmail	1234567890	2019-08-22 10:00	1D 02H 00M

[Help](#)

2. Select the checkbox next to the username to view the available options.



Edit

The “Edit” option allows you to make changes to the selected account, such as the user’s information.

Resend

This option will allow you to email or print the account information details to you and/or the guest.

Extend

This option will adjust the access period or reactivate the selected expired guest account.

Suspend

This option will disable the selected account without removing it from the system.

Delete

This option will remove the selected guest account from the database.

Reset Password

This option provides a replacement password and will notify the guest of this.

Refresh

“Refresh” will update this page with any recent changes.

Viewing a Created Guest Account’s Details

To view a previously created guest account’s full details, simply click on the username.