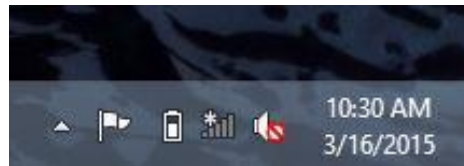


MBU WiFi wireless logon: Windows 8 (laptop)

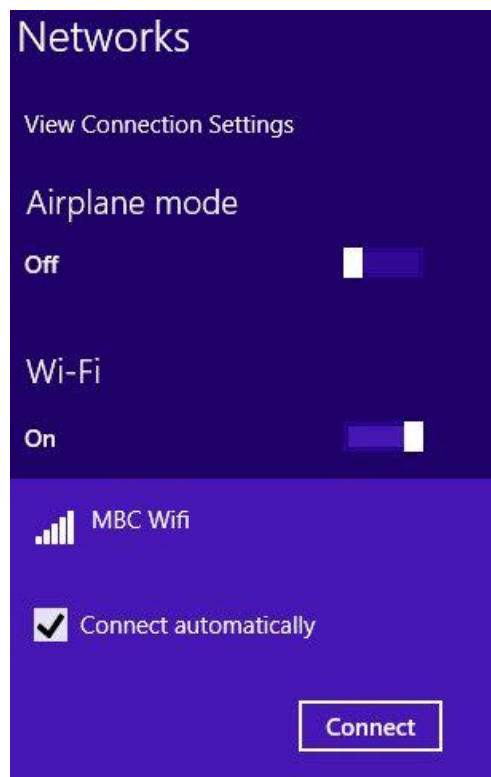
FAQ's at end of document

Connecting to the MBU Wifi wireless network requires:

- A. A connection to the wireless network SSID (identifier for a wireless LAN) from your laptop.
 - B. Authentication to the MBU Wifi wireless network.
1. If you have the Wireless network connection icon in the bottom right of your system tray, you can click on it. If it is not visible, go to **Start – Control Panel – Network and Sharing Center – Connect to a network**. When selecting a wireless network from the list of available MBU wireless networks, the **MBU WiFi** network should be available:
 - 2.



3. A user connecting to the MBU WiFi wireless network can choose 2 connection options when connecting: To either leave the **Connect automatically** box checked or unchecked before clicking on the **Connect** button.



If the **Connect automatically** checkbox is **unchecked**, you may be prompted several times to connect and/or provide your network credentials. Reestablishing a future connection to the same network will again prompt the user to accept the Windows Security Alerts.

If the **Connect automatically** checkbox is **checked**, user will receive Windows Security Alerts. Clicking on the **Connect** button for all instances of the security alert will allow the wireless network connection to establish. Reestablishing a future connection to the MBU WiFi network, the user will **NOT** be prompted to accept *future* Windows Security Alerts.

After choosing your option, select **Connect**.

- You will then be prompted for your MBU network credentials.



- You may receive the following:



Select **Connect**.

- **Note: You may be prompted several times.**
4. The user is authenticated using the credentials that were used to log on to the laptop. Your network account will be checked for authentication, permissions, and set active. If successful, you will be *authenticated* on Mary Baldwin University's wireless network with access to the internet and internal network resources.

Managing the wireless connections

- To manage your MBU Network profile:

Point to the upper-right corner of the screen, move the mouse pointer down, click **Settings**, and then click **Change PC settings**. Select **Network**. To get connection information click on the connection name.



- The MBC WiFi entry will stay in the list of Wireless Networks unless it is removed / deleted.

Sometimes it may be necessary to remove the profile, to do so select **Manage Known Networks**. Then select the profile you wish to delete.

Choose a network to forget



- If the MBC WiFi entry is removed, the user will have to go through the above previous steps to connect to the MBU WIFI wireless network. **NOTE:** You will have to accept the Windows Security Alerts again.

FAQ's

- **What type of access do I have using my MBU account?**

Mary Baldwin College students and Faculty/Staff have assigned network accounts that allow access to internal MBC resources.

- **How often do I have to login or authenticate to the MBU Wifi wireless network when I'm on campus?**

You should only have to logon once. Your device should store your connection settings. If you are in range of an MBU wireless access point your device should automatically connect and roam on the MBU Wifi network.

- **I was disconnected from the MBU Wifi network.**

You can logon again using your MBU assigned username and password anytime to reauthenticate.

- **How do I disconnect from the MBU Wifi network?**

If you have the Wireless network connection icon in the bottom right of your system tray, you can click on it, choose MBC Wifi and click the Disconnect button. Also, the MBU WiFi network is saved in: Control Panel – Network and Internet – Manage Wireless Networks.

- **I can't seem to connect to the wireless MBU Wifi network. What should I do?**

Shut down and restart your smartphone. Rebooting will help with any software problems on the device. Call the MBU Help Desk if you continue to experience connection problems. Phone: (540) 887-7075