
Wireless Network Connections

Wireless devices assigned to individuals

Before gaining access to the wireless network, one must:

1. Possess a wireless device with an Ethernet network interface card and configured for DHCP protocol. **Only three wireless devices may be registered per person per semester.**
2. Know your MyWashburn User Name and Password.

If you have forgotten your MyWashburn User Name and Password, visit my.washburn.edu and select "Forget Your Password?".

If you have never used your MyWashburn User Name and Password, visit my.washburn.edu and "Retrieve Account Information."

3. Using a browser on the wireless device in an area on campus with a wireless access point, try to access <http://netreg.washburn.edu/>.
4. The Washburn University Wireless Registration screen should appear. If it does not:
 - A. Determine if you are in a location on campus with wireless availability. (See list on back.)
 - B. Make sure the wireless card is properly installed in the wireless device.
 - C. Check the wireless network configuration to make sure it is set up for DHCP.
 - D. Check to make sure the time and date on the wireless device are accurate.
 - E. Delete the browser's temporary Internet files (cache). In Internet Explorer, this is done by selecting Tools, then Internet Options.
 - F. Go to step (3) and try again. If the University Wireless Registration screen does not appear, stop by Bennett 104, call 785-670-3000, or contact support@washburn.edu.
5. Enter your MyWashburn User Name and Password.
6. Read the information on the screen.
7. Indicate your agreement to the stated terms by selecting the "Accept" button.
8. When the confirmation screen appears, reboot the system.

Special note for departmental or check-out wireless devices

Departments acquiring wireless devices that are not primarily used by one individual or are available for check-out should e-mail the following information to wireless@washburn.edu.

For EACH wireless device:

- A. Department name
- B. Name of contact person in case of problems
- C. The Mac address of the wireless device
- D. Description as to whether the device is Departmental or Check-Out

ISS will register these devices to the department rather than an individual in our records.

Conference and guest access

If your department is planning a campus conference/event requiring wireless access to the Washburn network, please follow the procedures below. (Student organizations need to have the faculty sponsor make the request.)

At least TWO WEEKS IN ADVANCE of the conference/event, send an e-mail to wireless@washburn.edu. In the e-mail, include:

- A. The title of the conference/event
- B. The starting and ending date/time of the conference/event
- C. The name and e-mail address of the person organizing the conference/event
- D. An estimate of how many people will be using the wireless network
- E. If the request is for a single user, please provide the name of the person AND their wireless card MAC address. For instructions on how to find out the MAC address of the wireless card, visit support.washburn.edu and search for "MAC address."

Once we create the wireless ID, we will e-mail to the person identified in C. above.

Security of Wireless Connections

Please note that wireless connections are not secure. Information transferred over a wireless connection can be intercepted by others. To ensure security of the transmission of data:

- Use programs that are capable of encrypting data.
- Make sure that encryption of data option is turned on.

Wireless Coverage of Campus Buildings			
Building	Full	Partial	None
Art Building	✓		
Bennett Computer Center		✓	
Bradbury Thompson Center	✓		
Benton Hall	✓		
Carnegie Hall	✓		
Chapel			✓
Garvey Fine Arts Center		✓	
Henderson Learning Resource Center	✓		
Kuehne Residence Hall	✓		
Law School	✓		
Living Learning Center	✓		
Mabee Library	✓		
Memorial Union	✓		
Morgan Hall	✓		
Petro Allied Health Center	✓		
Stuaffer Commons	✓		
Stoffer Science Hall	✓		
Student Recreation and Wellness Center		✓	
Yaeger Stadium		✓	
Washburn Village	✓		
West Residence Hall	✓		
White Concert Hall	✓		
Whiting Field House			✓

For additional information, visit support.washburn.edu
(keyword: **wireless**)