INSTRUCTIONS FOR CONNECTING TO THE UNION COLLEGE WIRELESS NETWORK AS A GUEST USING A MAC

Step by step instructions for connecting to the Union College wireless network as a guest using a MAC.

Requirements for accessing Union College’s ‘union’ network:
1. You must be in an area where the wireless network is available.
2. The wireless card on your laptop must be enabled.

Note: Connecting as a GUEST grants you four hours of WiFi usage. If you are visiting Union College and need access for more than four hours, contact the ITS Helpdesk at (518) 388-6400.
Step 1:
Click on the **Wireless Network Connection** icon located on the menu bar as shown in Figure 1. You will be presented with a wireless menu as shown in Figure 2.

![Screen showing wireless menu](image)

Step 2:
Ensure the **AirPort / WiFi** is turned on. If it is off, click ‘Turn AirPort On’ or ‘Turn WiFi On’. You will be presented with a list of wireless networks within range as shown in Figure 2. Click on the ‘union’ network to connect. A checkmark will appear beside ‘union’ verifying you are connected.

![Screen showing wireless networks](image)

Step 3:
Open up an internet browser (Safari is preferred, but any browser will work). You will be redirected to the Union College ‘**Acceptable Use Policy**’ web page as shown in Figure 3. Read through the policy and click ‘Agree’ located at the bottom of the page. You will be presented with the ‘Welcome’ screen as shown in Figure 4.

![Acceptable Use Policy](image)

Step 4:
Select ‘**Guest without an account**’. You will be presented with screen with fields to enter your first and last name shown in Figure 5.

![Guest account screen](image)
### Step 5:
Enter your ‘First Name’ and ‘Last Name’ in the fields provided. Then click ‘Download’. Your computer will run through necessary steps to be registered on the network. Shortly after, you will be presented with a statement of Success as shown in Figure 6.

![Figure 5](image)

**Figure 5**

Welcome  
Follow the instructions below to register your computer.

Download  
Please enter the required information below. Follow the instructions to run the Agent.

Instructions

Custom Registration  
First Name: [ ]  
Last Name: [ ]  
Download

### Step 6:
Your computer is now being configured to access the ‘union’ network. This should take less than a minute. Once completed, you will be presented with a popup window verifying completion as shown in Figure 7.

![Figure 6](image)

**Figure 6**

Network Access Control  
Powered by Bradford Networks  

Union College  Registration

Success  
You have successfully registered on the network. Please wait 60 seconds while your network connection is established.

Progress

If you have any questions, please contact the help desk.

### Step 7:
Click ‘OK’, then close and reopen your browser. You should now be able to browse the web.

![Figure 7a](image)

**Figure 7a**

Network Access Control  
Powered by Bradford Networks  

Union College  Registration

http://ns8200-primary.union.edu  
Your network connection has been reconfigured. Please close and reopen your browser.

OK

Progress

If you have any questions, please contact the help desk.
Step 10:
If you are having trouble connecting to the ‘union’ wireless network, call the ITS Helpdesk at (518) 388-6400 for further assistance.