



## How to forget the Staff Wireless Network and join the Lynn Wireless Network

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The Lynn University Information Technology department has implemented a secure wireless network using 802.1X standards for the student and employee wireless network. As a result of this change, users can now connect to the "Lynn" wireless network using their myLynn username and password. We will be retiring the "Staff" wireless network in the near future.

Please do not share or save your myLynn credentials on a device that you may be sharing with another staff or faculty member or friend, as this presents a security risk.

The following guide will assist with connection to the newly created "Lynn" wireless network and remove the currently connected "Staff" wireless network from your devices.

If you have any questions or need additional information, please contact IT Support Services at 561-237-7979.

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## Apple Laptop (MacBook Air and MacBook Pro)

- **Basic Instructions**

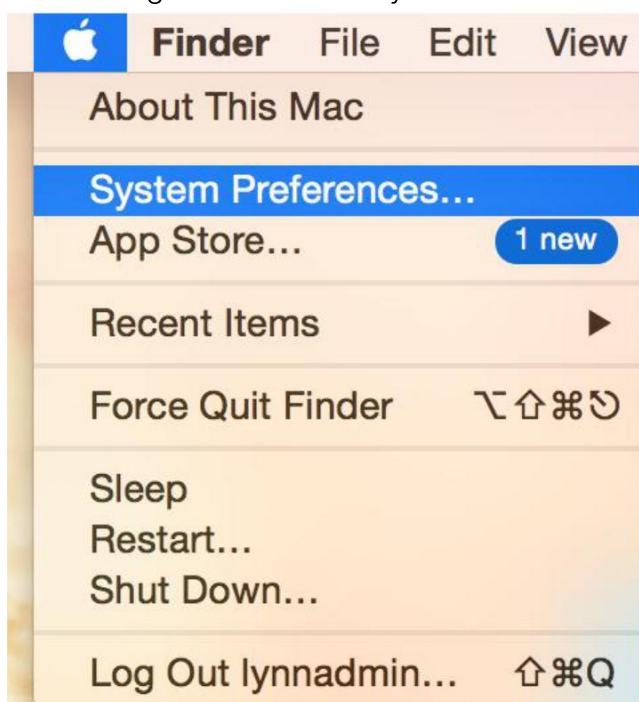
1. Left click → Apple logo → System Preferences
2. Network → Advanced → Staff → – (minus) sign → OK → Apply
3. Wireless menu on toolbar → Lynn → myLynn username and password → Remember this network → Join → Continue

- **Detailed Instructions**

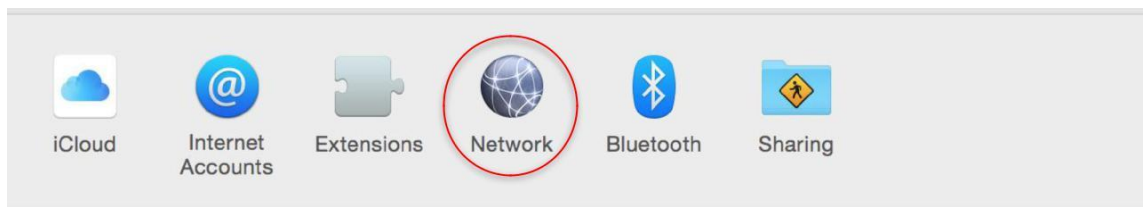
1. Please single left click the Apple logo (at top left of computer screen).



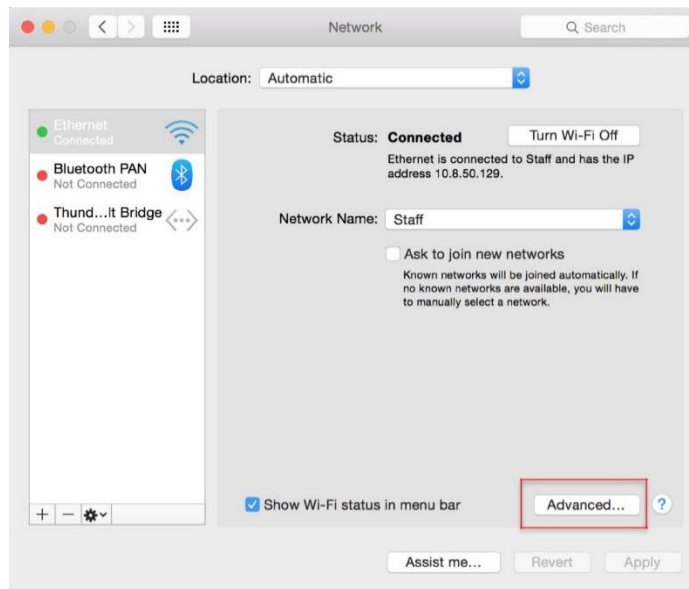
2. Please single left click on “System Preferences” (second option).



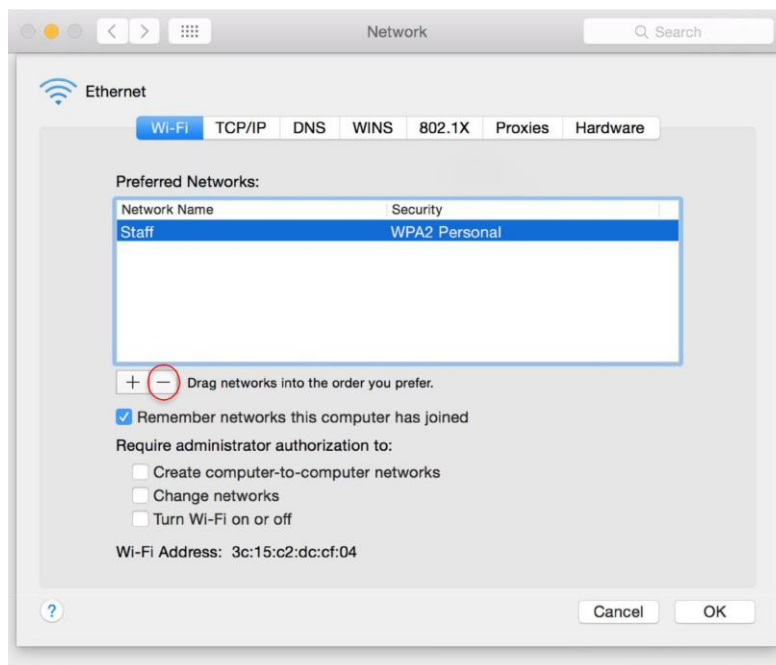
3. Please single left click on “Network” (fourth option in third row).



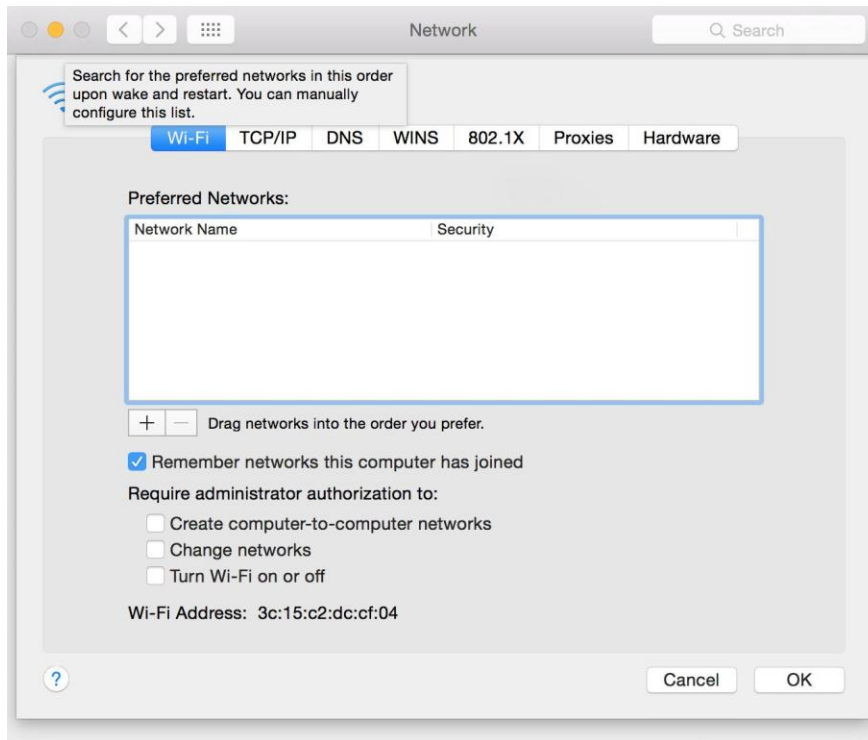
4. Please single left click on “Advanced” (bottom right of window).



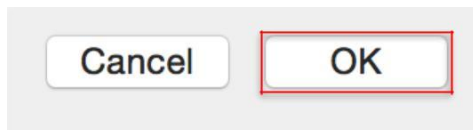
5. Please single left click on “Staff” and then single left click on the “-” (underneath white box area).



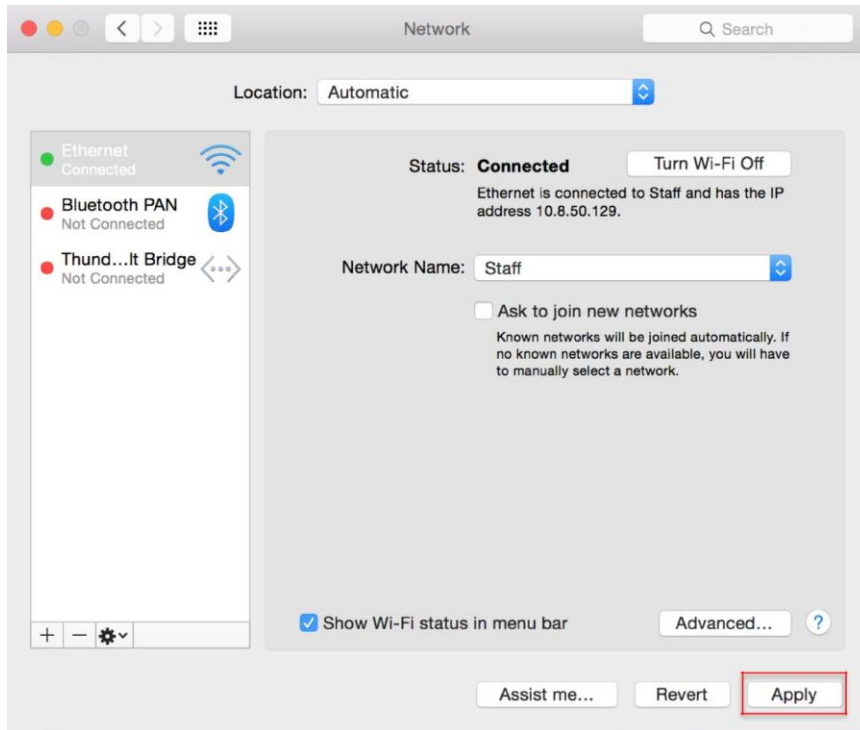
6. The “Staff” wireless network name should now disappear from your list of wireless networks.



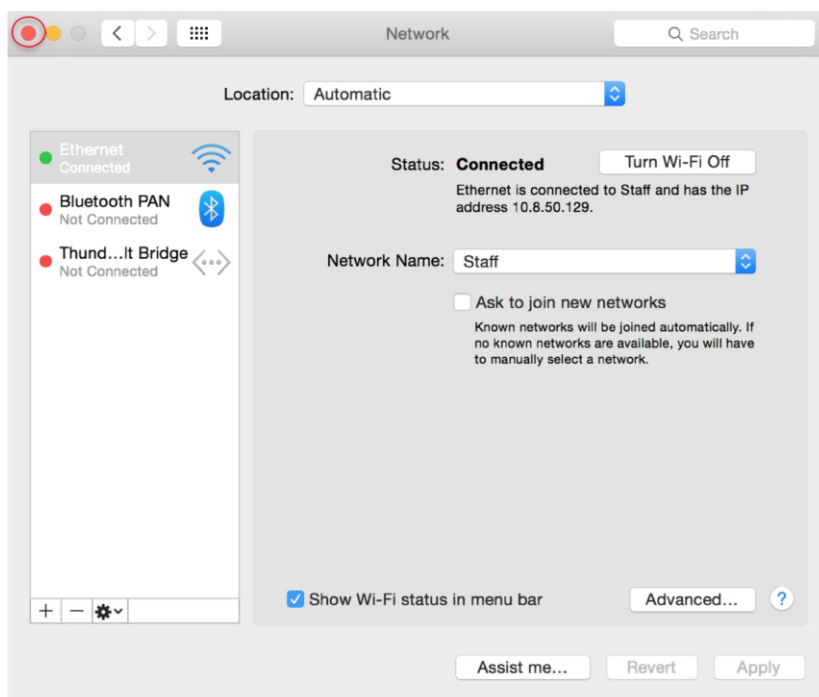
7. Please single left click “OK” (bottom right of window).



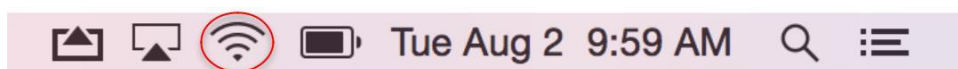
8. Please single left click “Apply” to save your changes (bottom right of window).



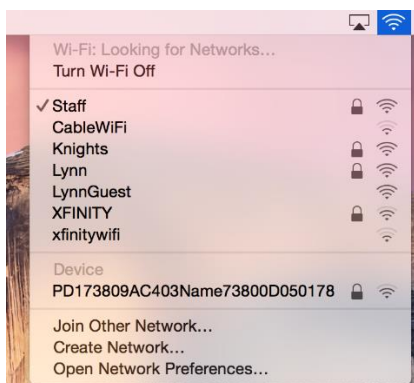
9. You may now close this window by single left clicking on the red circle (at top left of window). Please note that while the “Staff” wireless network name may still appear to the right of “Network Name,” it will still be forgotten upon connecting to the new “Lynn” wireless network.



10. Please single left click the wireless network symbol (at top right of menu bar).

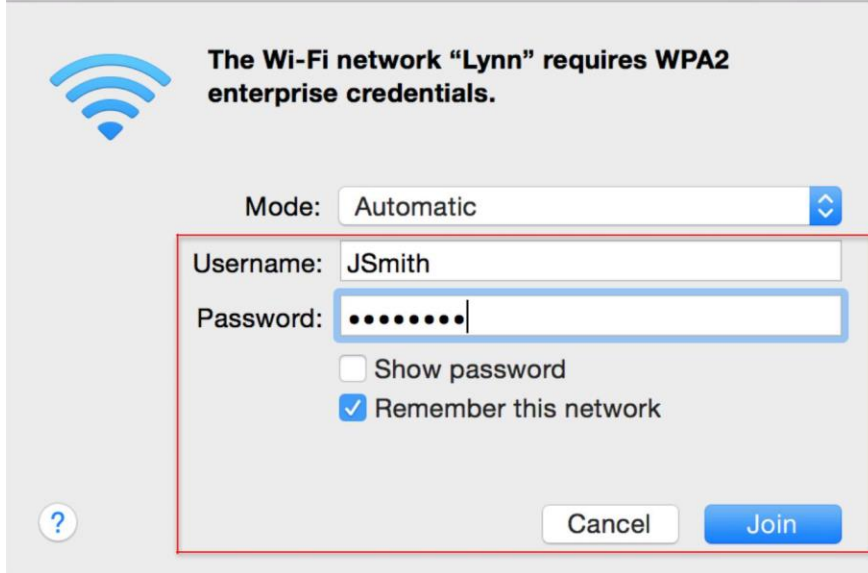


11. You will now be presented with a list of currently available wireless networks. Please select the “Lynn” wireless network by single clicking on it. Remember that while you still may see a check to the left of the “Staff” wireless network, it will soon be forgotten upon joining the new “Lynn”



12. You will now be prompted to enter your Lynn University credentials. This means your username, which should be the first letter of your first name, followed by

your last name (Ex.: JSmith) and your password (Ex.: Apple123)



The Wi-Fi network "Lynn" requires WPA2 enterprise credentials.

Mode: Automatic

Username: JSmith

Password: [masked]

☐ Show password

☒ Remember this network

Cancel Join

13. Please ensure "Remember this network" is checked so that you are always connected to the "Lynn" wireless network automatically.



The Wi-Fi network "Lynn" requires WPA2 enterprise credentials.

Mode: Automatic

Username: JSmith

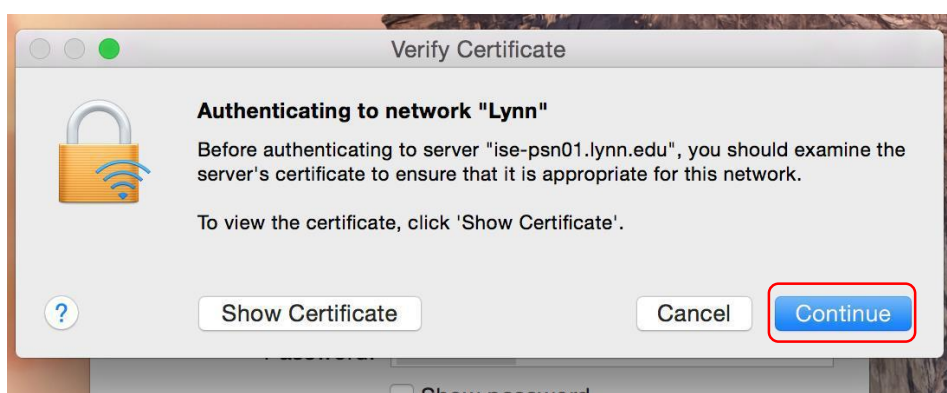
Password: [masked]

☐ Show password

☒ Remember this network

Cancel Join

14. If prompted to verify a certificate, please single left click "Continue" (bottom right of dialogue).



Verify Certificate

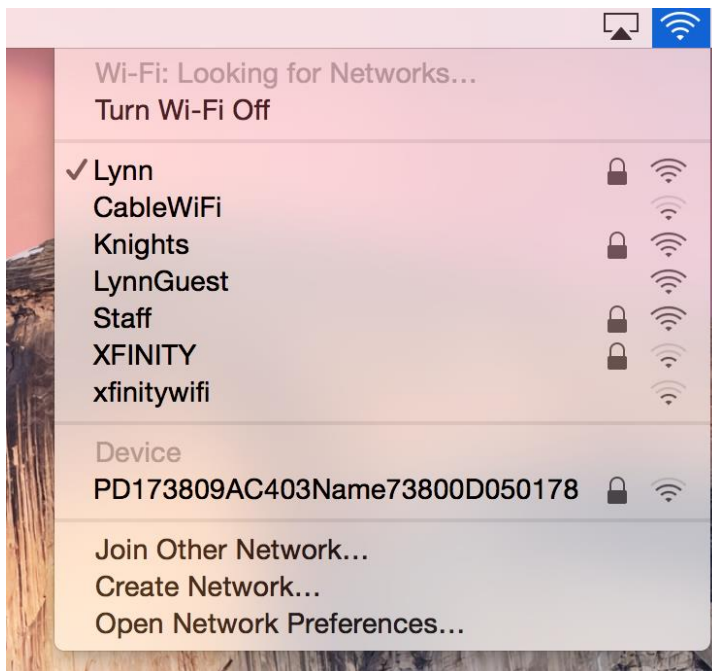
Authenticating to network "Lynn"

Before authenticating to server "ise-psn01.lynn.edu", you should examine the server's certificate to ensure that it is appropriate for this network.

To view the certificate, click 'Show Certificate'.

Show Certificate Cancel Continue

15. Please confirm you are connected to the “Lynn” wireless network by selecting the wireless icon (on top right of menu bar) and verifying that there is a check to the left of the “Lynn” wireless network.



16. You have successfully connected to the “Lynn” wireless network. Thank you for taking the time to follow this guide.

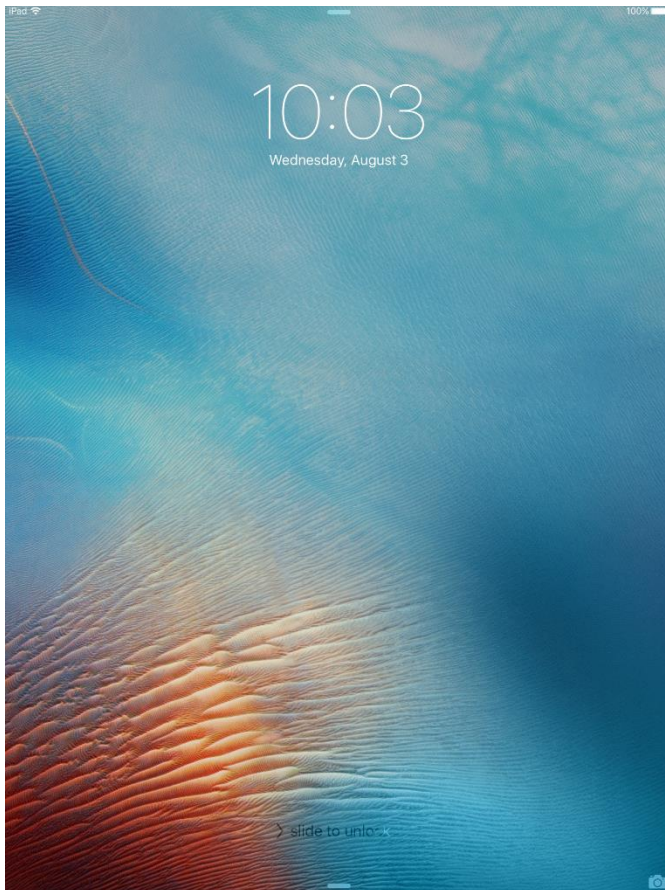
## iPad Instructions (iPad Air, iPad Mini and iPad Pro)

- **Basic Instructions**

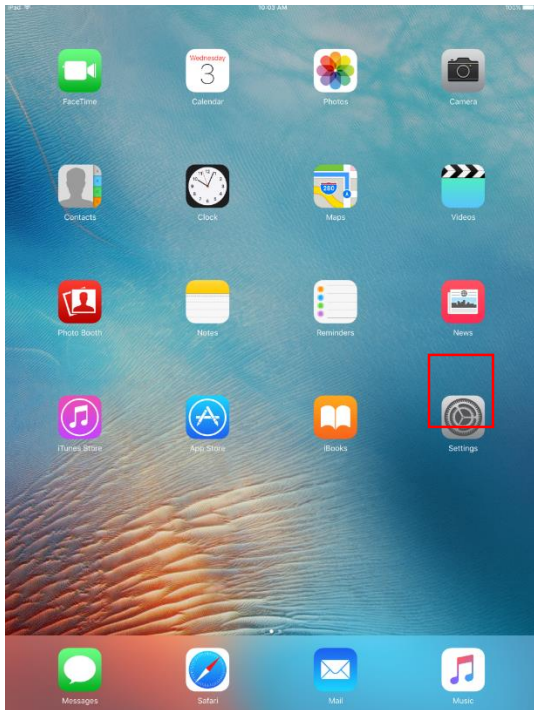
1. Slide to unlock → Settings → Wi-Fi → Staff → Forget this network → Forget
2. Wi-Fi → Lynn → myLynn username and password → Join → Trust

- **Detailed Instructions**

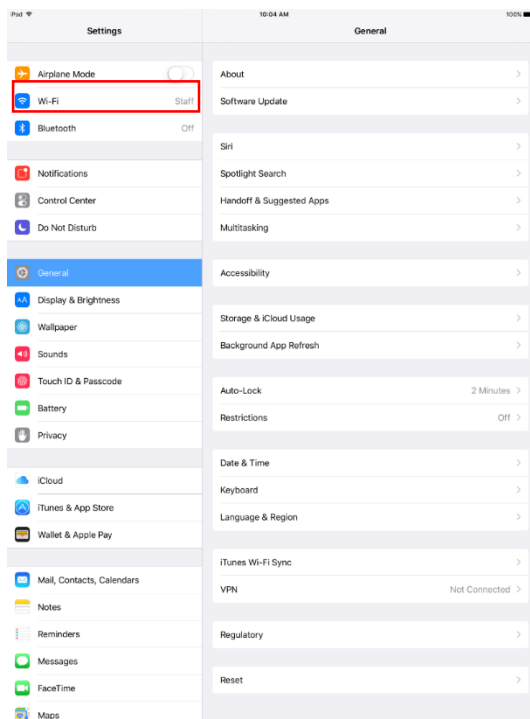
1. Please press the home button on your iPad or iPhone to turn it on.
2. Please “slide to unlock” (swipe to the right).



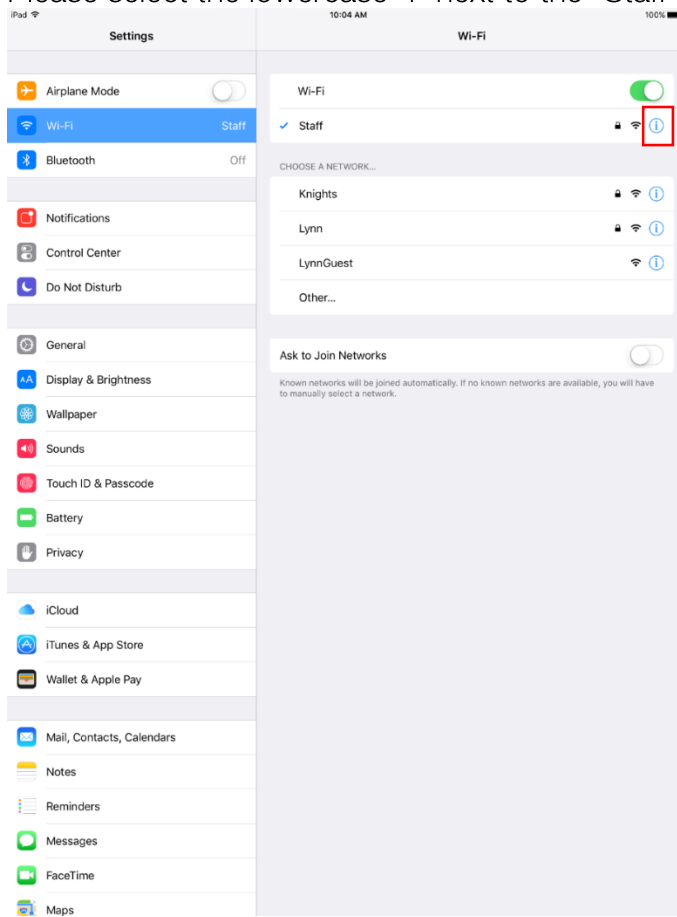
3. Please select the “Settings” icon (typically located on the first page).



4. Please select “Wi-Fi” (second option on top left).



5. Please select the lowercase “i” next to the “Staff” wireless network (on right side).



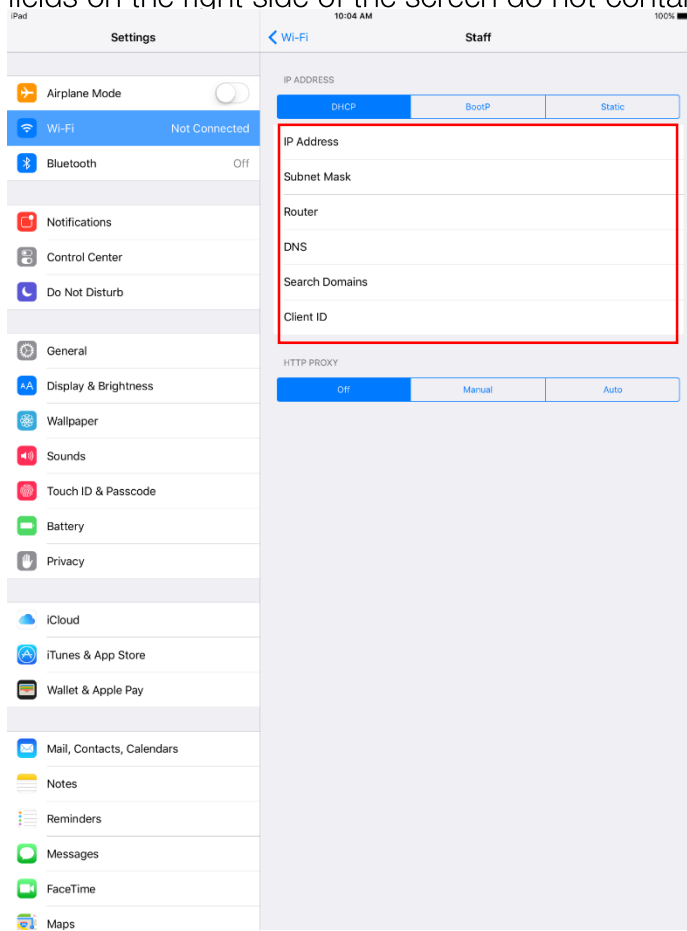
6. Please select “Forget This Network” (at top right of screen).



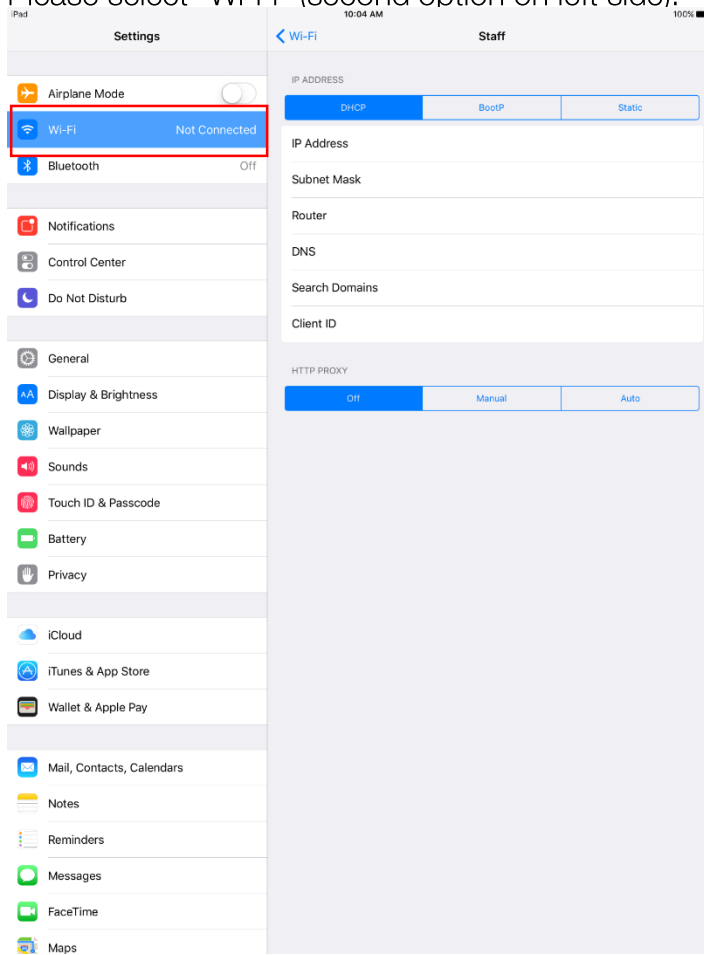
7. A popup window will now open, asking you whether you wish to confirm this change or cancel it, please select “Forget” to forget the “Staff” wireless network.



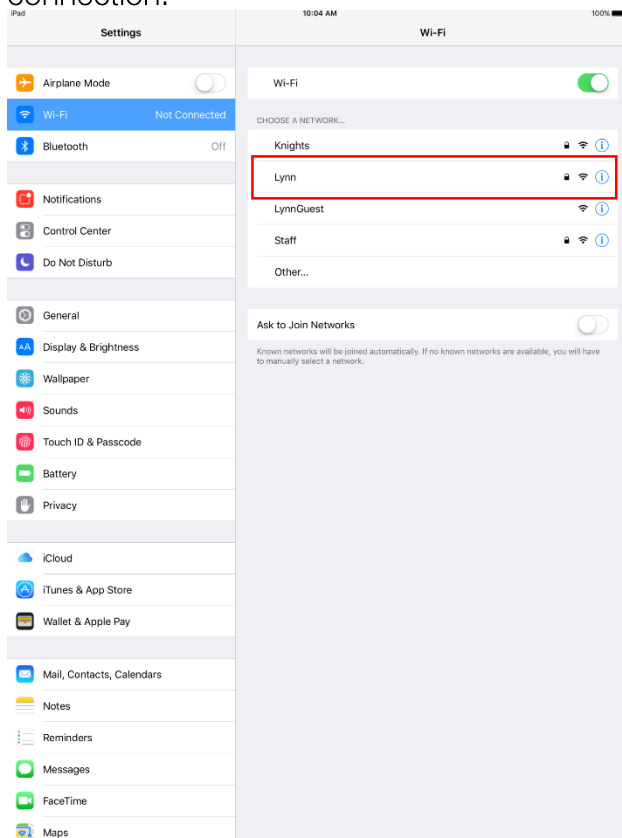
8. To confirm that this process has been successfully completed, please verify that all fields on the right side of the screen do not contain any numbers.



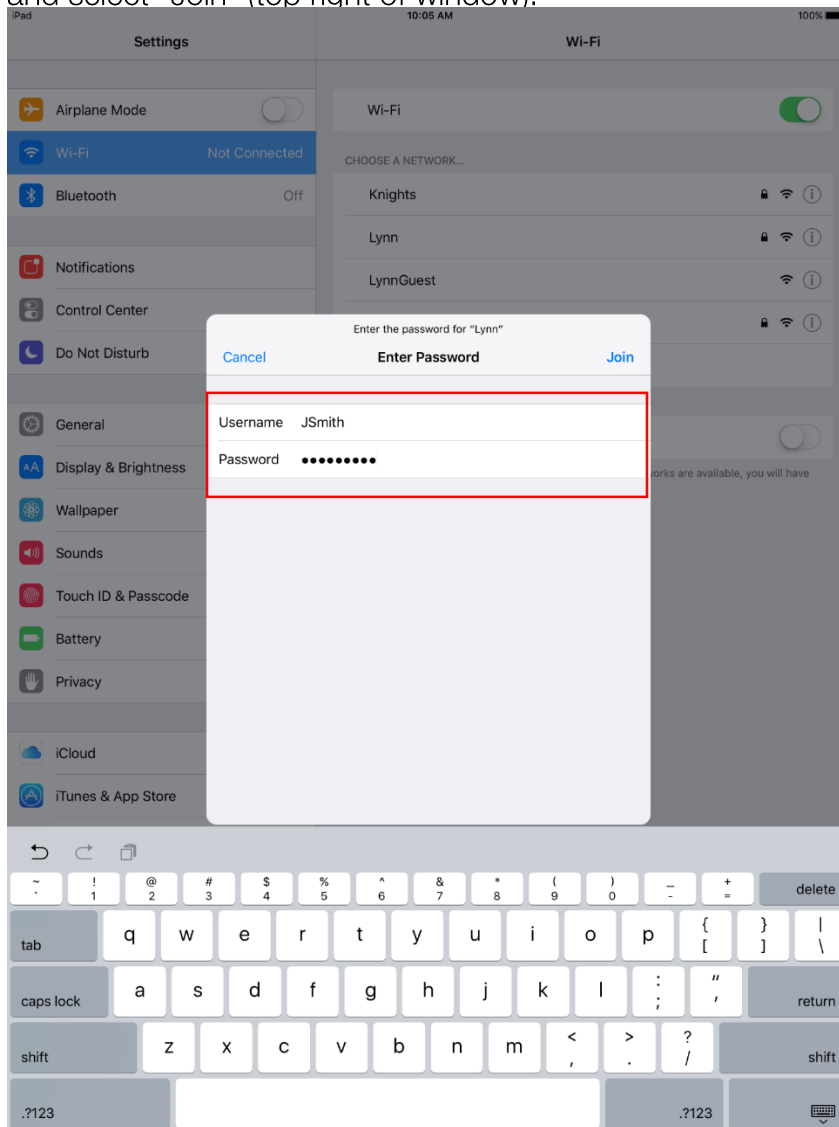
9. Please select “Wi-Fi” (second option on left side).



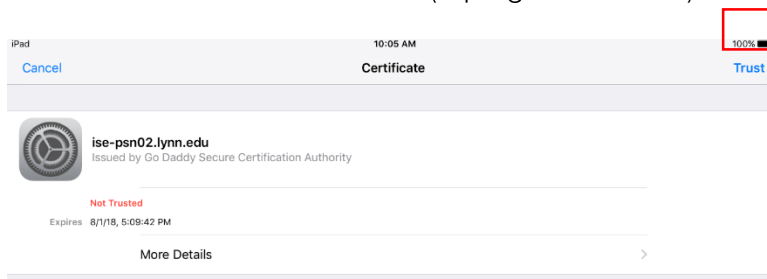
10. Please select the “Lynn” wireless network to initiate the new wireless network connection.



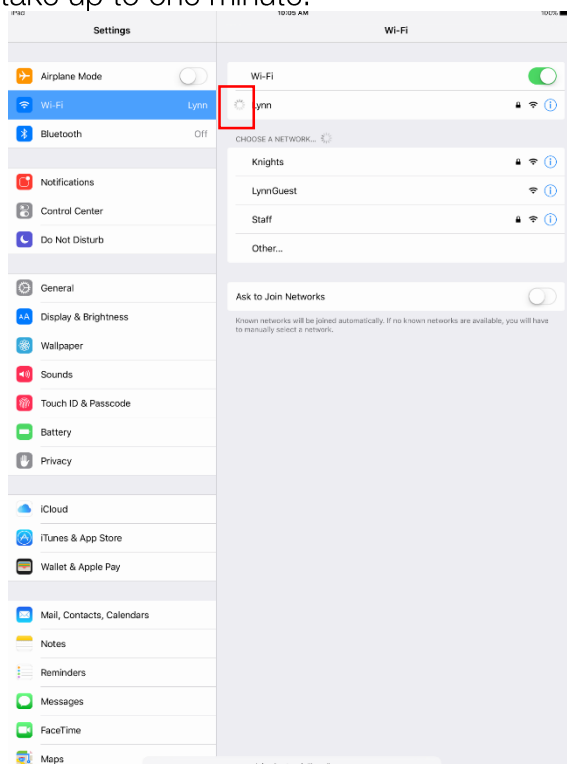
11. Please enter your myLynn username (Ex.: JSmith) and password (Ex.: Apple123) and select “Join” (top right of window).



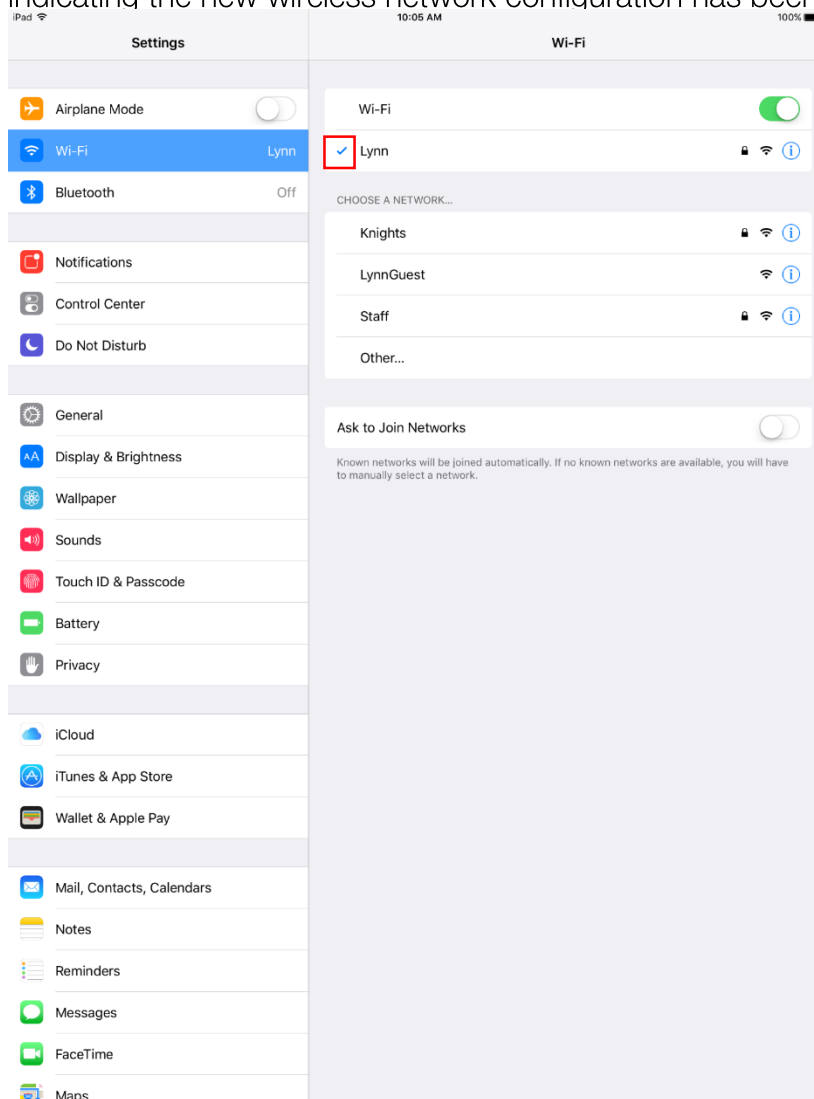
12. You should be prompted with a certificate installation window. This window will contain information pertaining to the security integrity of the “Lynn” wireless network. Please select “Trust” (top right of screen).



13. A small wheel icon should be spinning to the left of the “Lynn” wireless network, indicating that it is connecting to the “Lynn” wireless network. This process may take up to one minute.



14. You should now see a check mark to the left of the “Lynn” wireless network, indicating the new wireless network configuration has been successfully completed.



15. Please press the home button on your iPad or iPhone to return to the home screen.
16. You have successfully removed your iPad or iPhone from the “Staff” wireless network and joined it to the newly improved “Lynn” wireless network. Thank you for taking the time to follow this guide.

## Windows Computer (Laptop)

- **Basic Instructions**

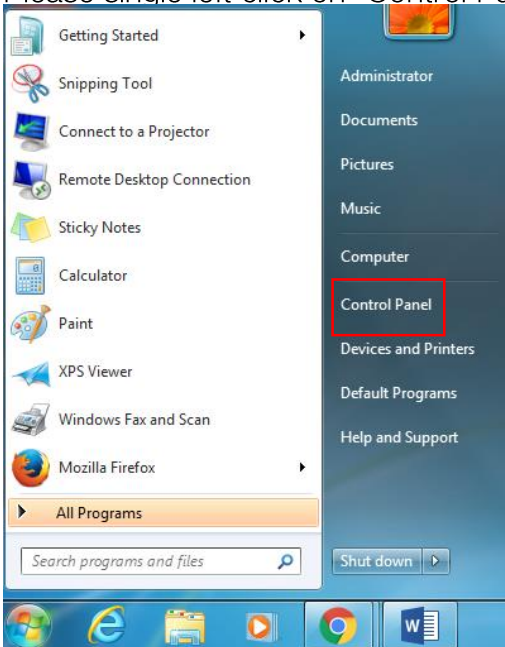
1. Start menu → Control Panel → View network status and tasks → Manage wireless networks → Staff → Remove → Yes
2. Wi-Fi menu on taskbar → Lynn → Connect automatically → Connect → myLynn username and password → Connect → OK → Connect

- **Detailed Instructions**

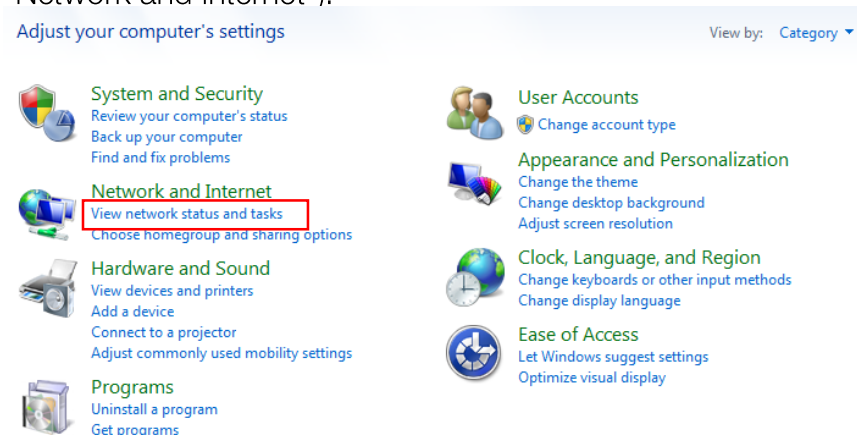
1. Please single left click on the start button to open the Windows menu (bottom left).



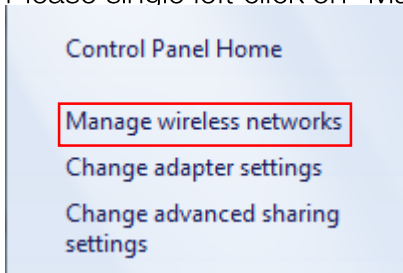
2. Please single left click on “Control Panel” (on right side, sixth option down).



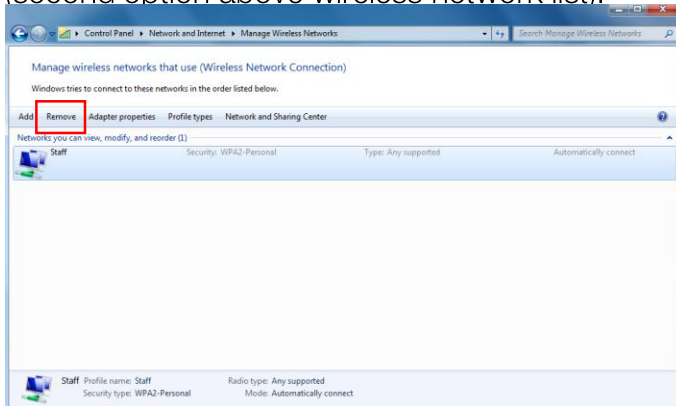
3. Please single left click on “View network status and tasks” (first option under “Network and Internet”).



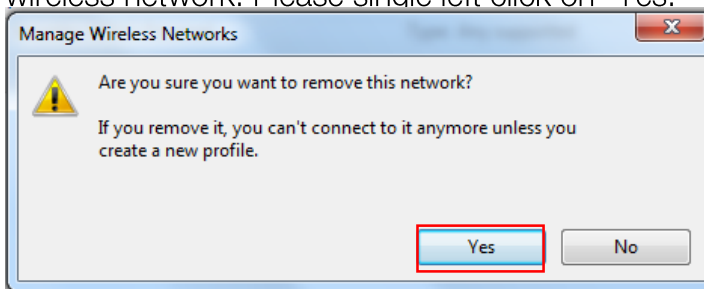
4. Please single left click on “Manage Wireless Networks” (second option on left side).



5. Please single left click on the “Staff” wireless network and single left click “Remove” (second option above wireless network list).



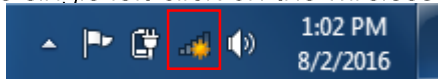
6. You will be prompted to confirm whether or not you wish to remove the “Staff” wireless network. Please single left click on “Yes.”



7. You may now close this window by single left clicking on the red “X” (on top right of window).



8. Please single left click on the wireless network icon (bottom right of taskbar, left of time).

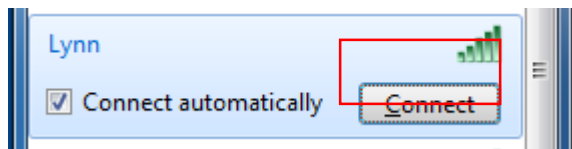


9. You will be displayed with a list of currently available wireless networks. Please single left click on the “Lynn” wireless network and ensure that the “Connect automatically” option is selected to ensure you are automatically connected when in range.

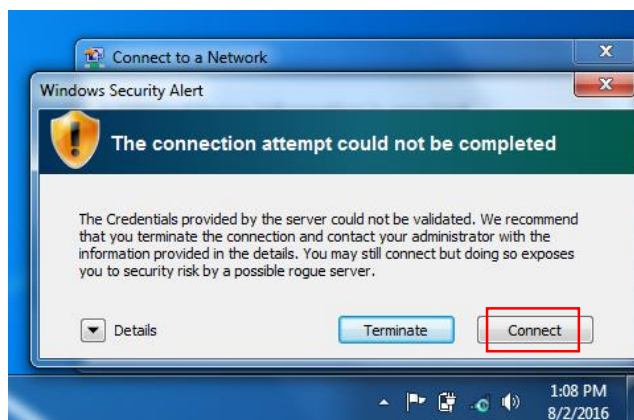




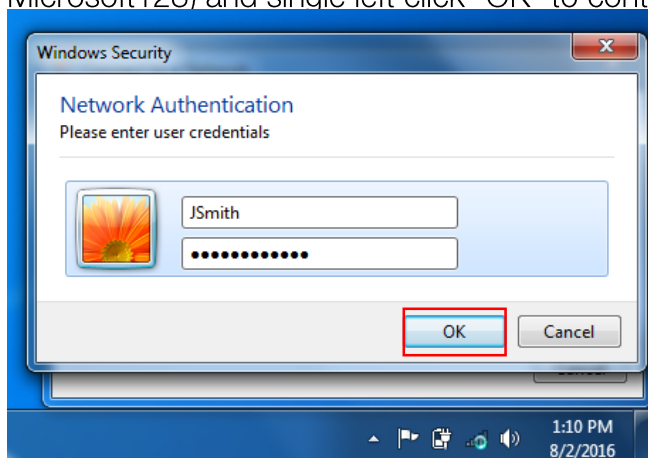
10. Please single left click on "Connect" (right of "Connect automatically").



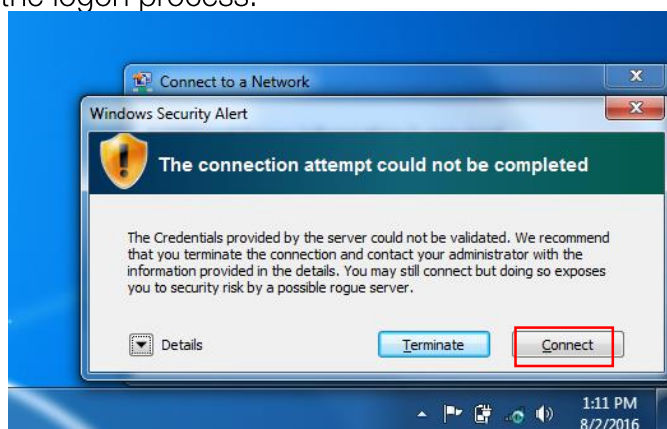
11. If prompted to "Terminate" or "Connect," please select "Connect" be brought to the credentials section.



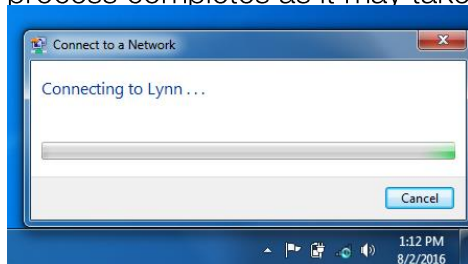
12. Please enter your Lynn University username (Ex.: JSmith) and password (Ex.: Microsoft123) and single left click “OK” to continue.



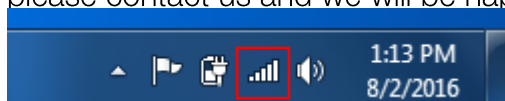
13. If prompted again to “Terminate” or “Connect,” please select “Connect” to continue the logon process.



14. You should now see the message, “Connecting to Lynn.” Please wait while this process completes as it may take up to one minute.



15. When done, your wireless icon (at bottom right of screen, left of time) will display up to five white bars, indicating signal strength. If only one white bar is displayed, please contact us and we will be happy to help strengthen your connection.



16. You have successfully connected to the “Lynn” wireless network. Thank you for taking the time to follow this guide.