Introduction

This document describes how to connect your NuLBC laptop to Wi-Fi. You will need to do this if you visit a new location and need to access a new Wi-Fi service or if you change your login details for an existing Wi-Fi network.

Once setup, your laptop should automatically log in if you revisit the site or connect to a compatible Wi-Fi service.
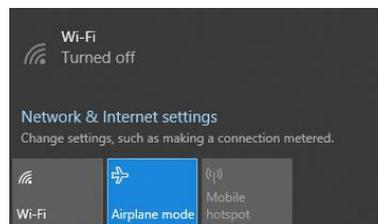
Procedure

1. Log into your laptop.

2. When you have logged into Windows, click on the Network Connection icon in the lower right corner of the screen.

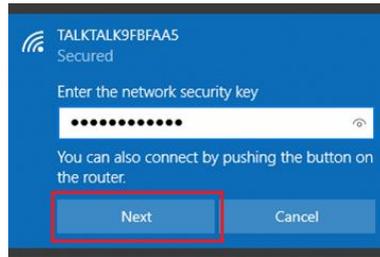3. Select the Wi-Fi network you wish to connect to from the popup list.

If you do not see any Wi-Fi networks in the list, ensure that the "Wi-Fi" box is illuminated (as above) and your laptop is not in Airplane mode.
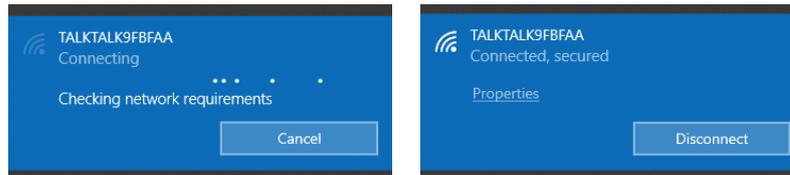

4. If you intend to use the same Wi-Fi network repeatedly (for example if it were your home network), select the Connect Automatically Option and Click on Connect. If it is a "one off" just click Connect.

5. Enter the password for the Wi-Fi network you intend to connect to and click Next. Alternatively if your Wi-Fi router has a WPS button, you can push this to automatically connect.

Your laptop will require a few seconds to make the Wi-Fi connection, after which the status should change to Connected.

The icon on the toolbar may also change.

6. Once the Wi-Fi has been connected, you are ready to log in remotely. See Logging in Using Your Laptop Remotely for further guidance.

Additional Help

If you require any further help to apply the contents of this guide, please contact the ICT Service Desk on 01782 742154 and a member of the team will be happy to assist you further.