

Ulster University: Sponsor a user on Guest Wifi

In order to sponsor a user on Guest Wifi you must have an active university staff email account.

The user (eg; Joe Bloggs, with email j.bloggs@hotmail.com), will be required upon attaching to the guest network to supply his sponsors university email address.

When the user submits his request for access on line, you as sponsor, will receive an email to your university account with subject "Wireless access request from: j.bloggs@hotmail.com

IMPORTANT NOTE: In order to approve Guest WiFi access, you need to access the approval link either on-campus, or use a remote access method such as Azure RDWeb or Pulse VPN.

Step 1

- In the body of the message Select "click here" (highlighted in blue)



Ulster University

A guest is requesting visitor access

Account Details
Username: j.bloggs@hotmail.com
Full Name: Joe Bloggs

A visitor has requested access naming you as the sponsor. Please [click here](#) to confirm or reject the request.

Powered by  Aruba Networks

Step 2

- Select account expiration duration



Ulster University Guest WiFi

A guest has requested your confirmation for guest access

Guest's Name: Joe Bloggs

Company Name: Bloggs Ltd

Account Username: j.bloggs@hotmail.com

Expiration Time: Thursday, 28 September 2017, 3:43 PM

Account Expiration:

- 12 hours
- 12 hours
- 24 hours
- 5 days
- 30 days

Reject

Step 3

- Click to Confirm



Step 4

- Finally "Click to enable account"



Any advice needed and/or issues to report?

The IT Service Desk provides support via telephone, email and self-service portal.

Further details including contact details and opening hours can be found at:

<https://www.ulster.ac.uk/ds/getting-help/service-desk>