Connecting to Poly-WiFi (on Windows 7)

1) At the Start menu, select “Control Panel”.

2) From the Control Panel, select “Network and Internet”.

![Control Panel screenshot]
3) From the **Network and Internet** window, select “**Network and Sharing Center**”.

4) From the **Network and Sharing Center** window, select “**Manage wireless networks**”.

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**Network and Internet**

- Control Panel Home
- System and Security
- **Network and Internet**
  - Hardware and Sound
  - Programs
  - User Accounts
  - Appearance and Personalization
  - Clock, Language, and Region
  - Ease of Access

**Network and Sharing Center**

- View your basic network information and set up connections
- View your active networks
- Change your networking settings
- Choose homegroup and sharing options
- Troubleshoot problems
- Internet Options
- Connect to a network
- Manage browser add-ons
- Delete browsing history and cookies
5) At the Manage Wireless Networks window, select “Add”.

6) When asked “How do you want to add a network?”, select “Manually create a network profile”.
7) Enter the following wireless network information:
   a. Network name: Poly-WiFi
   b. Security type: WPA2-Enterprise
   c. Encryption type: AES
   d. Start this connection automatically: Checked
8) After you’ve successfully added the Poly-WiFi wireless network, select “Change connection settings”.

![Manually connect to a wireless network](image)

- Change connection settings
  
  Open the connection properties so that I can change the settings.
9) Under the “Connection” tab, confirm the following settings:
   a. Connect automatically when this network is in range: Checked
   b. Connect to a more preferred network if available: Checked
10) Under the “Security” tab, confirm the following settings:
   a. Security type: WPA2-Enterprise
   b. Encryption type: AES
   c. Choose a network authentication method: Microsoft: Protected EAP (PEAP)
   d. Remember my credentials for this connection each time I’m logged on: Checked
11) Click on the “Settings” button next to the network authentication method, confirm the following settings:
   a. When connecting, Validate server certificate: Unchecked
   b. Select Authentication Method: Secure password (EAP-MSCHAP v2)
   c. Enable Fast Reconnect: Checked

12) Click on the “Configure…” button next to Authentication Method, confirm the following settings:
   a. When connecting, automatically use my Windows logon name and password (and domain if any): Unchecked
   b. Click “OK” to close the EAP MSCHAPv2 Properties window.
13) Click “OK” to close the Protected EAP Properties window.
14) Click **"OK"** to close the Poly-WiFi Wireless Network Properties window.

15) Click **"Close"** to close the Manually connect to a wireless network window.
16) When you are asked for your network authentication, enter the following:
   a. For **Students**:
      i. Username: “LABS.POLY.EDU\" + your LABS username
      ii. Password: your LABS domain password
   b. For **Faculty & Staff**:
      ii. Password: your VISION2000 domain password

17) You should now see “Poly-WiFi” listed under the **Manage Wireless Network** window.

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**Assistance**
For assistance connecting to the Poly-WiFi network, please contact the IS Help Desk at:

   Email: help@poly.edu
   Phone: (718) 260-3123 or ext. 3123
   Location: Rogers Hall 337