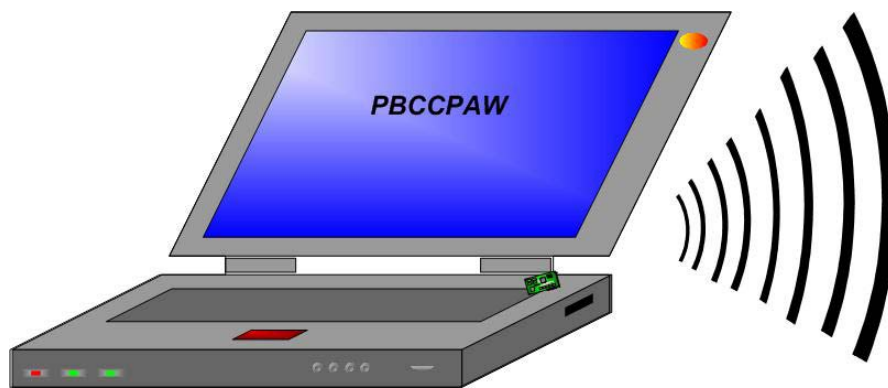


## Palm Beach Community College Wireless System

### Microsoft Windows XP



The following instructions are for use on Windows XP Service Pack 2.

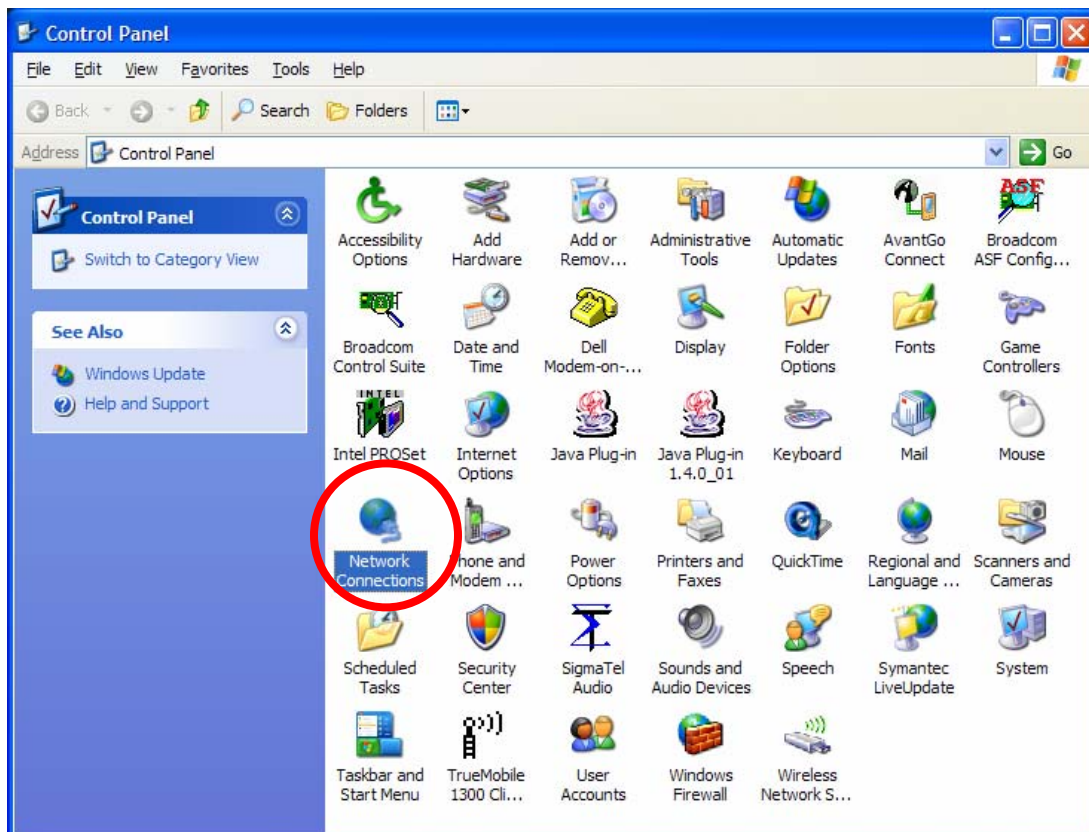
- Preliminary -

## Pre-Configuration Tasks

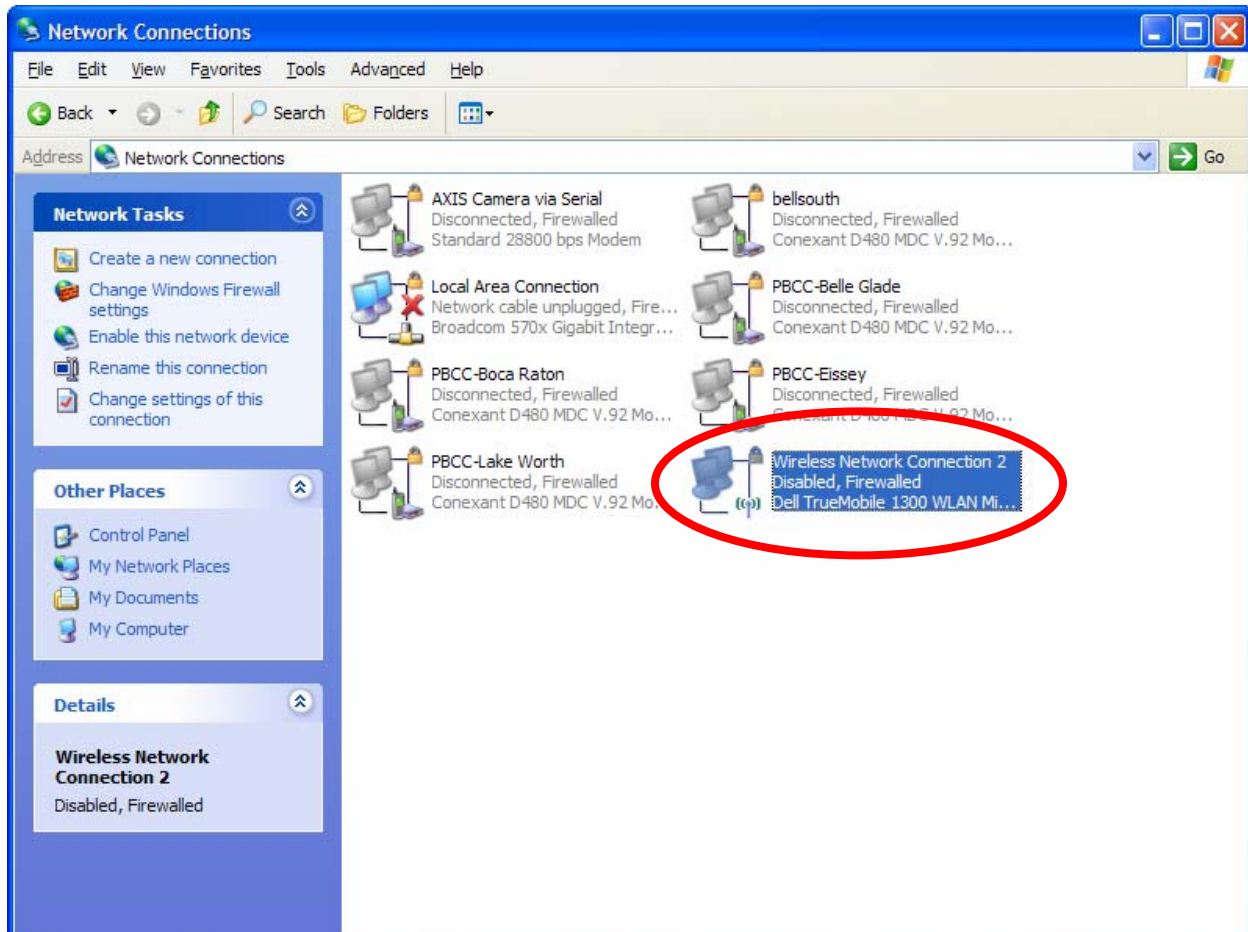
1. Verify that you have service pack 2 and all critical updates **PRIOR** to configuring your wireless connection
2. Verify that the computer has a working wireless network card and that it is enabled.
3. Confirm that the latest driver for your wireless network card is installed.
4. Verify that there is an Access Point in your building/area.

## Wireless Network Card Setup

**Step 1:** Go to the control panel and double click Network Connections.  
Make sure you are in classic view, as seen below.

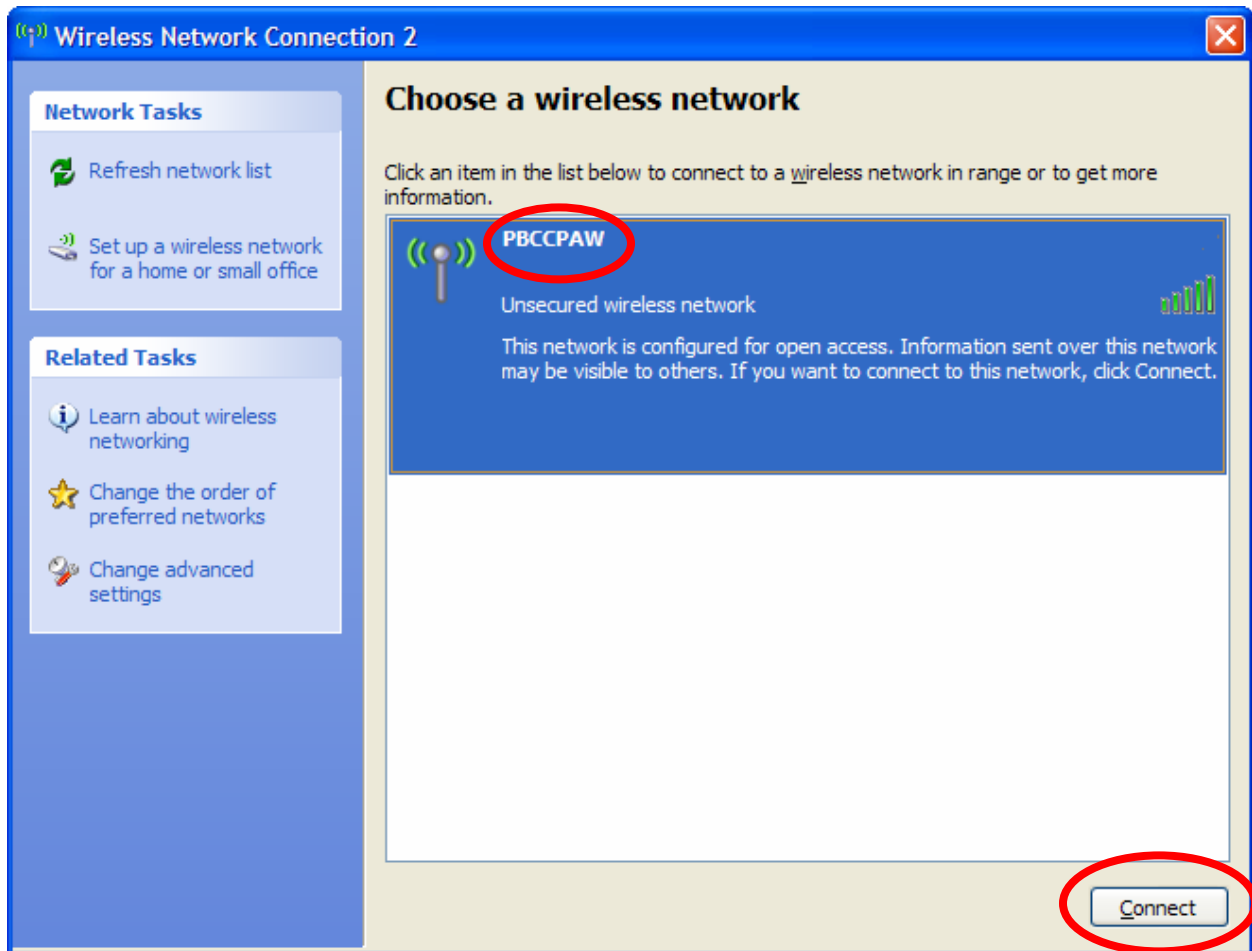


**Step 2:** Within the Network Connections window, double click on the **Wireless Network Connection** icon.

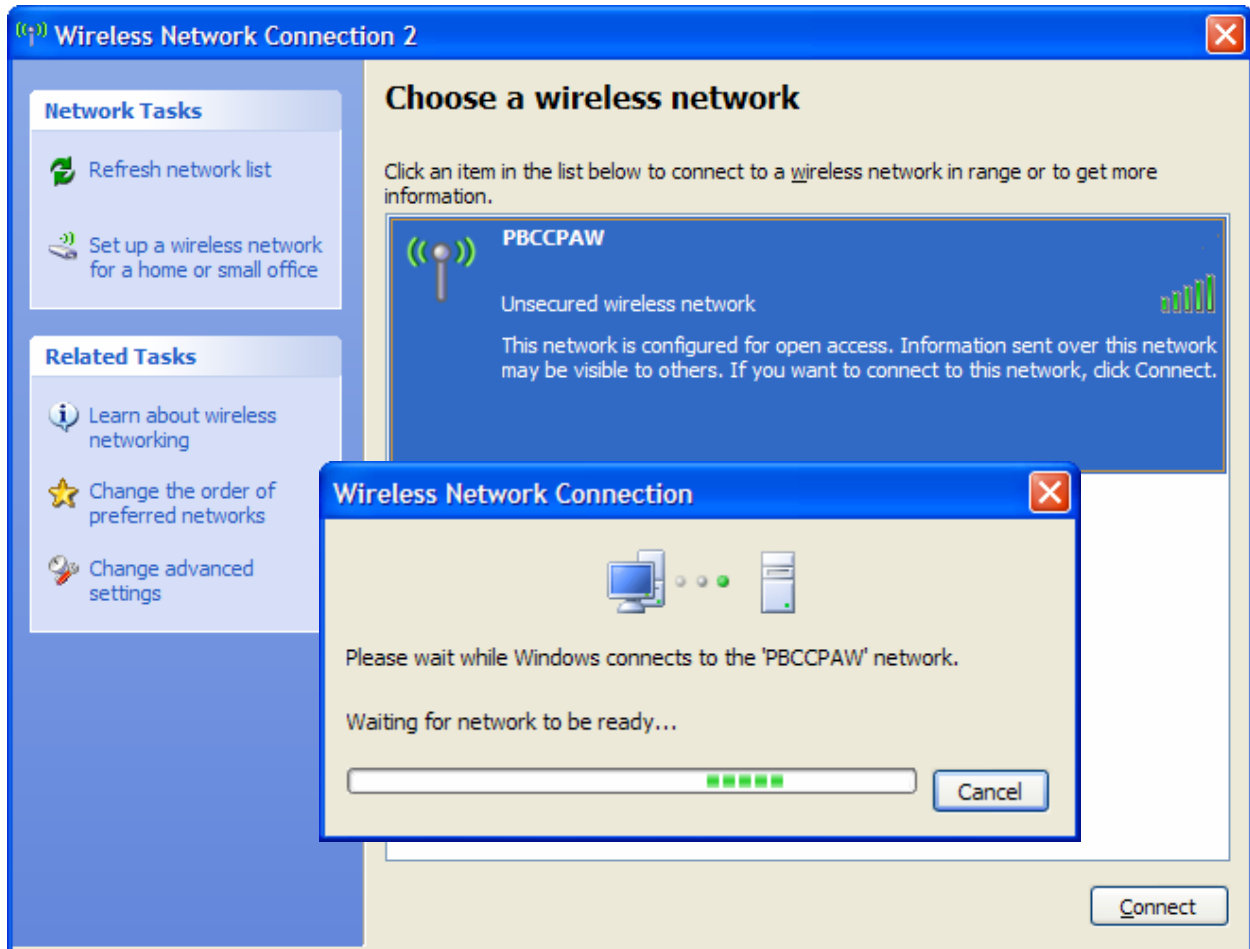


**Note:** If the wireless network card is properly installed, you will see the **Wireless Network Connection** icon, if not then the wireless adapter is not being properly detected. Reinstallation of the adapter and driver may be necessary.

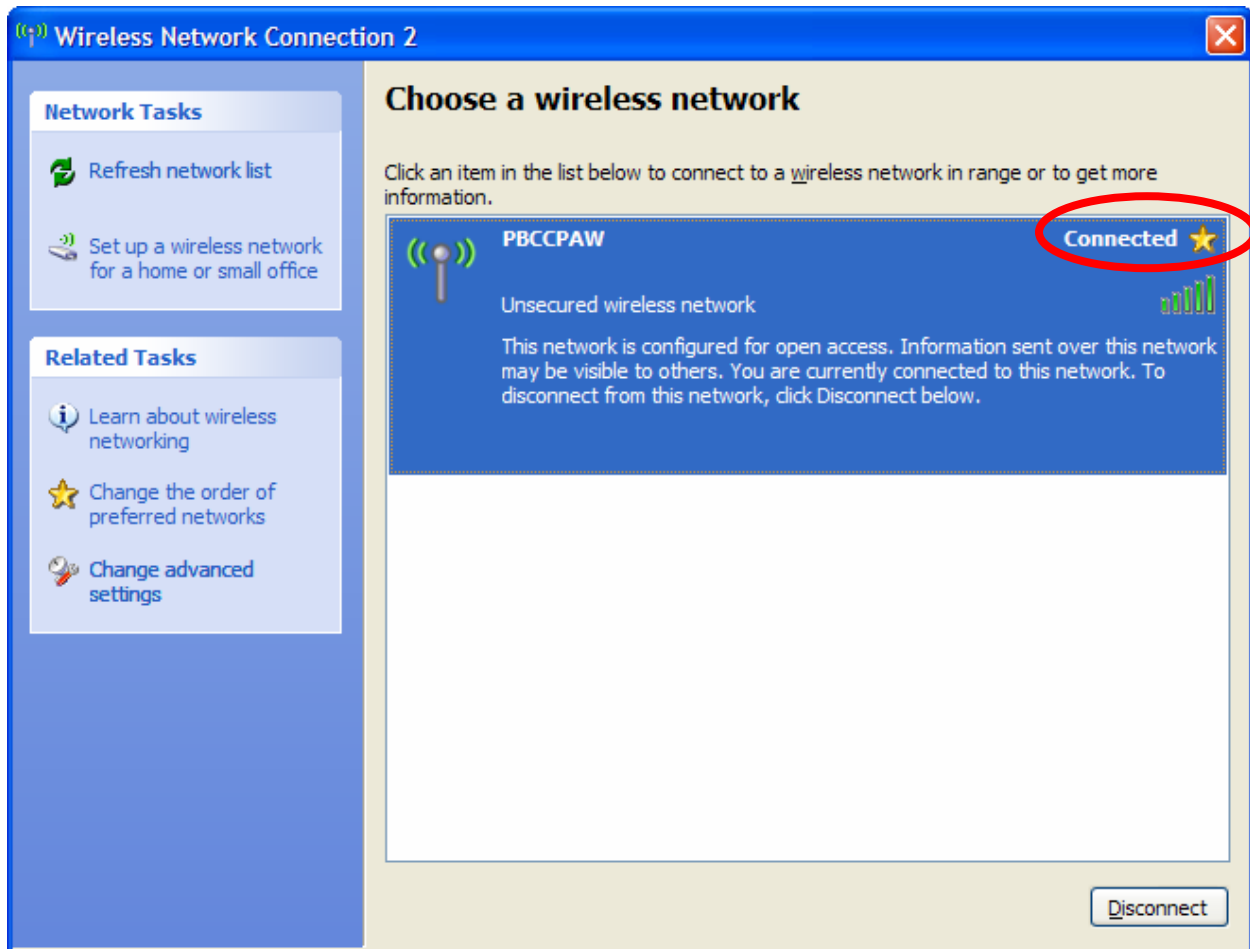
**Step 3:** Select the **PBCCPAW** wireless network in the **Choose a wireless network** window and click on the connect button.



**Step 4:** The wireless adapter will attempt to connect to the PBCCPAW wireless network.

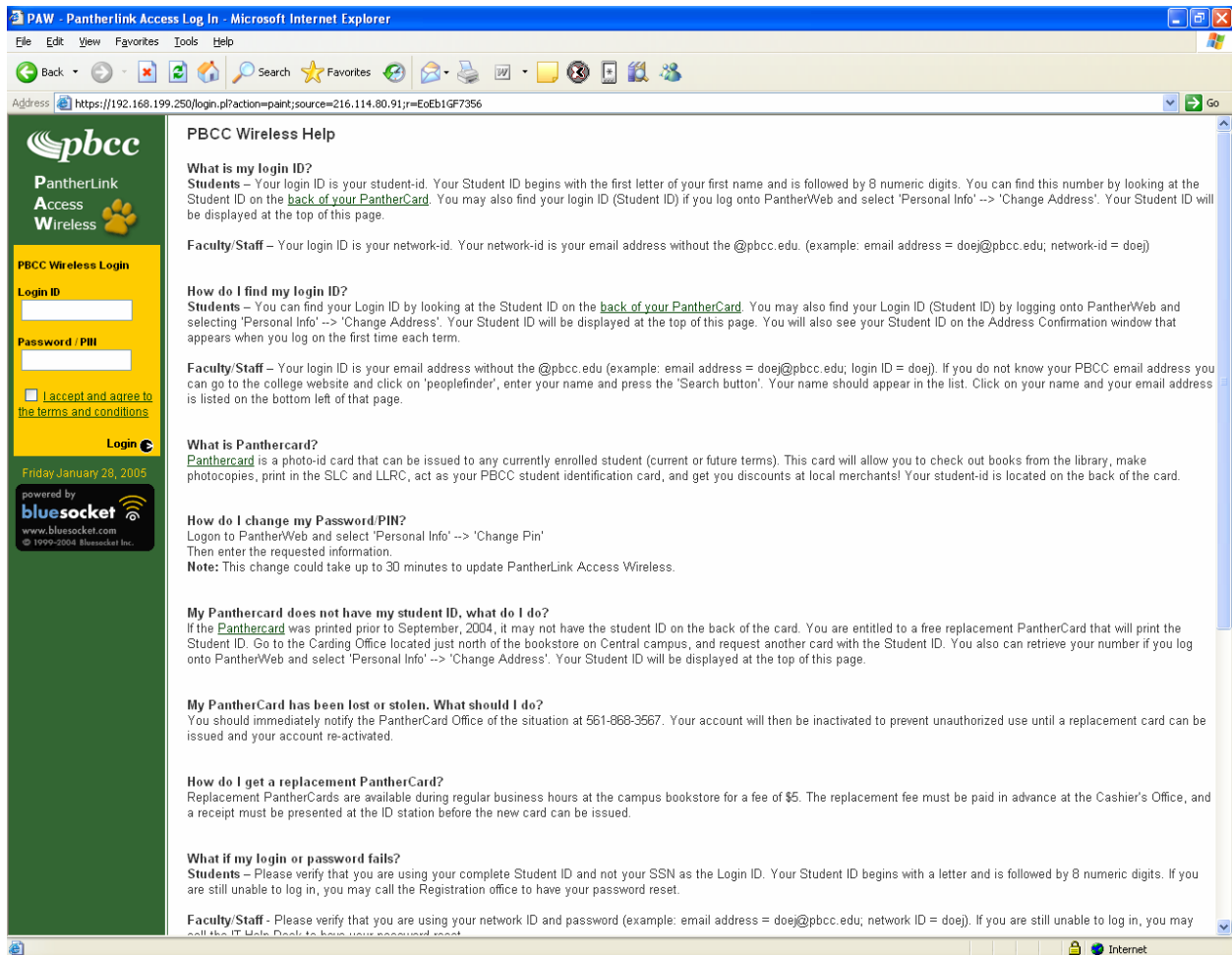


**Step 5:** Once the connection is established, the word **Connected** should appear on the upper-right side of the screen.



Close the **Wireless Network Connection** window by clicking on the "X" on the upper-right. Make sure to also close all previously opened windows.

**Step 6:** From your desktop launch your Internet Explorer by clicking on **Start, All Programs,** and then **Internet Explorer**. The initial PBCC PantherLink Access Wireless should appear requesting a **Login ID, Password / PIN** and an **accept terms of service** checkbox.



**PBCC Wireless Help**

**What is my login ID?**  
**Students** – Your login ID is your student-id. Your Student ID begins with the first letter of your first name and is followed by 8 numeric digits. You can find this number by looking at the Student ID on the [back of your PantherCard](#). You may also find your login ID (Student ID) if you log onto PantherWeb and select 'Personal Info' --> 'Change Address'. Your Student ID will be displayed at the top of this page.  
**Faculty/Staff** – Your login ID is your network-id. Your network-id is your email address without the @pbcc.edu. (example: email address = doe@pbcc.edu; network-id = doe)

**How do I find my login ID?**  
**Students** – You can find your Login ID by looking at the Student ID on the [back of your PantherCard](#). You may also find your Login ID (Student ID) by logging onto PantherWeb and selecting 'Personal Info' --> 'Change Address'. Your Student ID will be displayed at the top of this page. You will also see your Student ID on the Address Confirmation window that appears when you log on the first time each term.  
**Faculty/Staff** – Your login ID is your email address without the @pbcc.edu (example: email address = doe@pbcc.edu; login ID = doe). If you do not know your PBCC email address you can go to the college website and click on 'peoplefinder', enter your name and press the 'Search button'. Your name should appear in the list. Click on your name and your email address is listed on the bottom left of that page.

**What is Panthercard?**  
**Panthercard** is a photo-id card that can be issued to any currently enrolled student (current or future terms). This card will allow you to check out books from the library, make photocopies, print in the SLC and LLRC, act as your PBCC student identification card, and get you discounts at local merchants! Your student-id is located on the back of the card.

**How do I change my Password/PIN?**  
 Logon to PantherWeb and select 'Personal Info' --> 'Change Pin'. Then enter the requested information.  
**Note:** This change could take up to 30 minutes to update PantherLink Access Wireless.

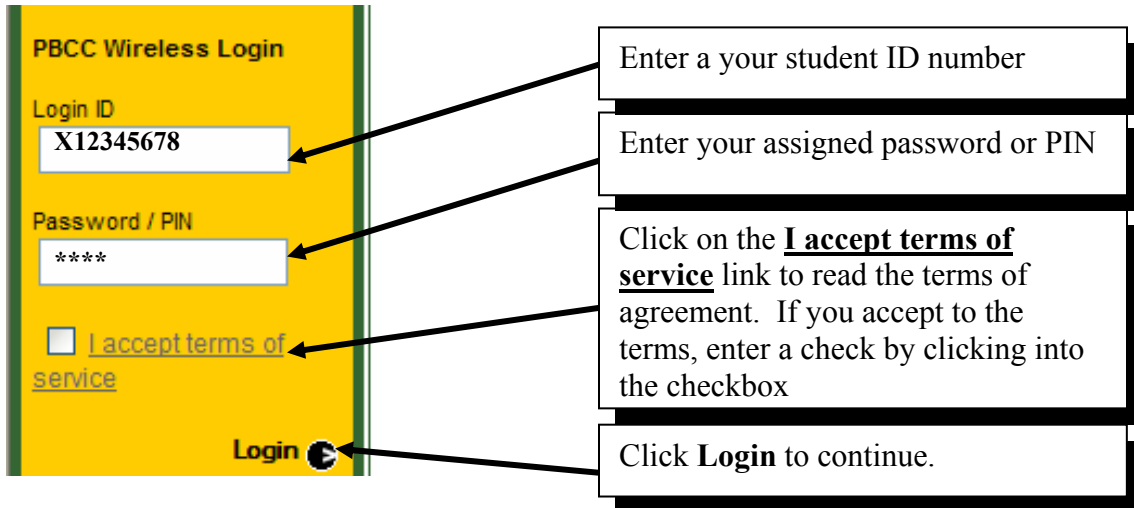
**My Panthercard does not have my student ID, what do I do?**  
 If the [Panthercard](#) was printed prior to September, 2004, it may not have the student ID on the back of the card. You are entitled to a free replacement PantherCard that will print the Student ID. Go to the Carding Office located just north of the bookstore on Central campus, and request another card with the Student ID. You also can retrieve your number if you log onto PantherWeb and select 'Personal Info' --> 'Change Address'. Your Student ID will be displayed at the top of this page.

**My PantherCard has been lost or stolen. What should I do?**  
 You should immediately notify the PantherCard Office of the situation at 561-868-3567. Your account will then be inactivated to prevent unauthorized use until a replacement card can be issued and your account re-activated.

**How do I get a replacement PantherCard?**  
 Replacement PantherCards are available during regular business hours at the campus bookstore for a fee of \$5. The replacement fee must be paid in advance at the Cashier's Office, and a receipt must be presented at the ID station before the new card can be issued.

**What if my login or password fails?**  
**Students** – Please verify that you are using your complete Student ID and not your SSN as the Login ID. Your Student ID begins with a letter and is followed by 8 numeric digits. If you are still unable to log in, you may call the Registration office to have your password reset.  
**Faculty/Staff** - Please verify that you are using your network ID and password (example: email address = doe@pbcc.edu; network ID = doe). If you are still unable to log in, you may call the IT Help Desk to have your account reset.

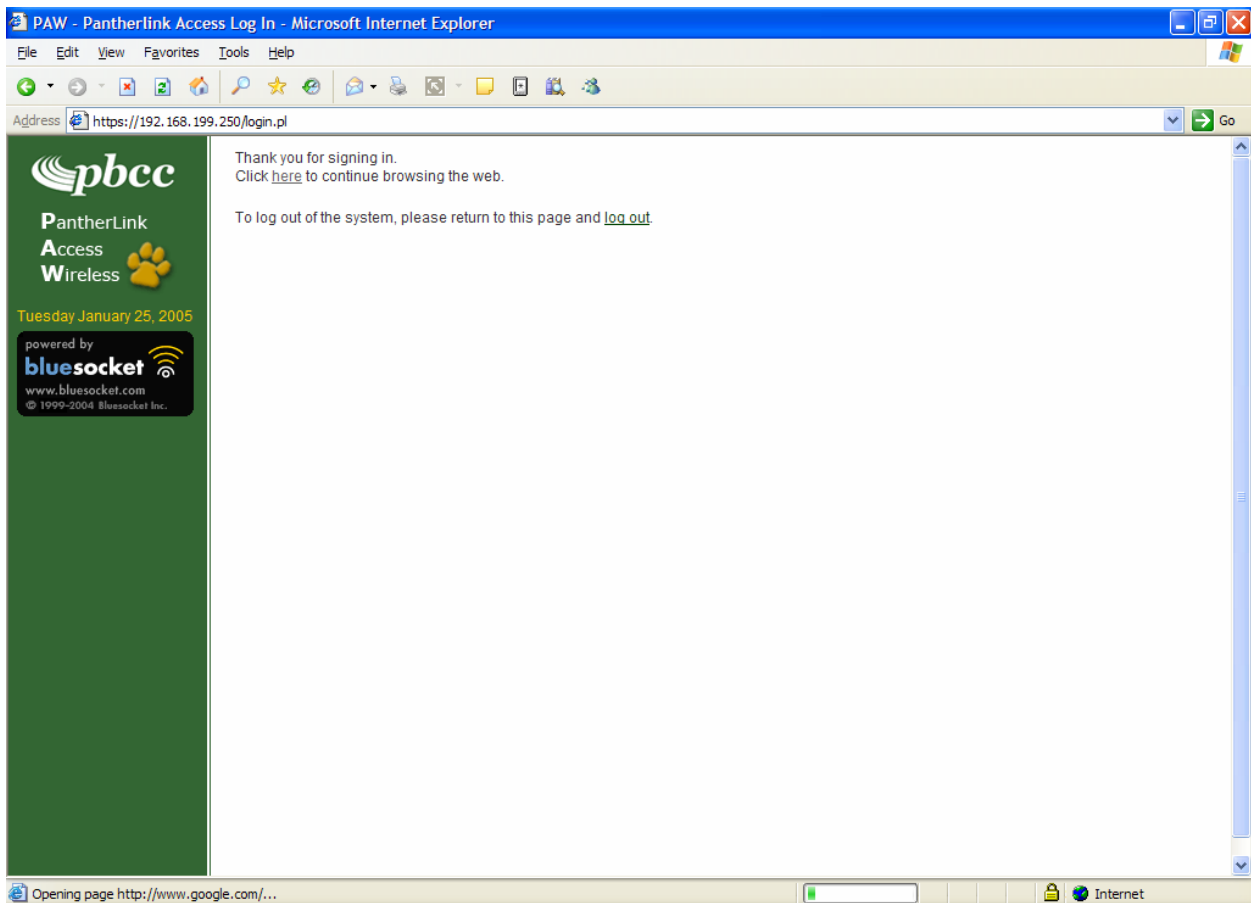
Step 7: To login, following the instructions below:



The image shows a yellow login form titled "PBCC Wireless Login". It contains the following fields and elements:

- Login ID:** A text box containing "X12345678". A callout box points to it with the text: "Enter a your student ID number".
- Password / PIN:** A text box containing "\*\*\*\*". A callout box points to it with the text: "Enter your assigned password or PIN".
- Terms of Service:** A checkbox next to the text "[I accept terms of service](#)". A callout box points to it with the text: "Click on the **I accept terms of service** link to read the terms of agreement. If you accept to the terms, enter a check by clicking into the checkbox".
- Login Button:** A button labeled "Login" with a globe icon. A callout box points to it with the text: "Click **Login** to continue."

The login process will thank you for signing on. Follow the directions to begin browsing the Web.



**Step 7:** To verify that you are able to browse that Web, go to PBCC’s website ([www.pbcc.edu](http://www.pbcc.edu)). Your screen should look similar to the one below.

