

Summer Conference Computing Services

Registering Your Computer on the Stanford Network

Follow the steps below to register your computer for use on the Stanford network.

1. Connect your computer to a network port in your room

Plug an Ethernet cable to your computer and to a colored (usually orange) network port in your room. (Once you have registered, you will be able to use the WiFi/wireless network.)



If your computer or mobile device does not have an Ethernet port, you can register over the wireless network, but the process may take *significantly* longer. Be sure you are connected to the *Stanford Residences* (not *Stanford*) when registering over wireless.

2. Open a web browser

Open a web browser and attempt to browse to any site. You will automatically be redirected to the *In-Rooms Network Connections* page. Click the 'click here' link that appears next to **Visitors**.

Visitors: [click here](#)

If the *In-Rooms Network Connections* page does not appear, check that your computer or mobile device is—

- Connected to the *colored* network port in your room (or the *Stanford Residences* wireless network if you are registering via wireless).
- Set up to automatically obtain an IP address and DNS servers via DHCP and proxy settings are disabled.

3. Click the *Register Online* button

Click here to go directly to our registration system:

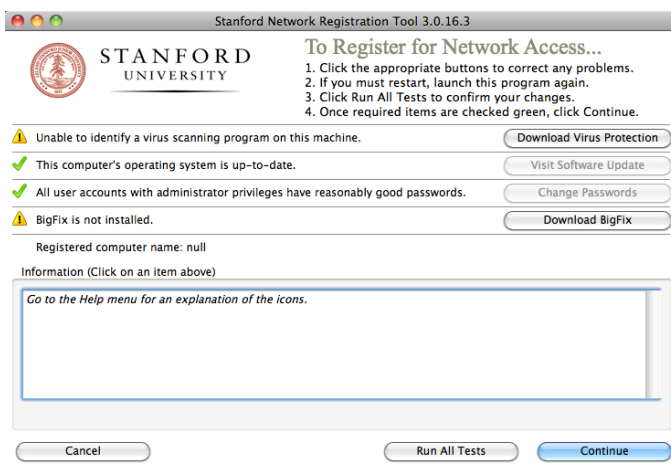
[Register Online](#)

4. Download and run the Stanford Computer Health Check Tool

For Windows or Mac computers with Ethernet ports, choose either 'Download for Windows XP, Vista, or 7' or 'Download for MacOSX.'

For mobile devices or Linux computers, click the 'Click here' link that appears to the right of 'Linux, handheld (e.g. smartphone)' etc., and skip to Step 5.

Click the *Continue* button on the Tool window when a green checkmark and/or yellow caution sign appears next to each item. If you see any red 'Xs,' you will need to install or update your virus scanning program, update your operating system, and/or change your password in order to continue.



Note: BigFix is not required; antivirus software is only required for Windows computers.

Instructions continue on the next page.

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If your computer repeatedly fails the operating system updates—

- Windows: Use Internet Explorer to visit <http://update.microsoft.com> and run the Windows Update tool repeatedly until all updates are installed.
- Mac: Run Software Update by clicking the Apple menu and selecting 'Software Update.'

5. Agree to network usage policies

Read the Stanford Computing Network Usage Policies and then click the *Continue with Registration* button.

[Continue with Registration](#) *I agree to abide by Stanford's con*

6. Complete the registration form

Complete the required information on the registration form. Be sure to select the correct residence, which is not necessarily the place where you checked in.

[Submit and Continue to Payment Form >>](#)

7. Submit payment

By Credit Card

Enter your credit card billing information. Only VISA and MasterCard are accepted. Credit card payments are processed immediately, and network access will be activated within approximately 15 minutes.

Note: You must click the **Complete Registration** button on the final credit card processing page for your registration to be completed.

By BillPasscode

If your conference has provided you with a BillPasscode enter the code. **Be sure to click the Submit button that appears directly below the Billing passcode box.**

Payment Information

You may be able to bill your Internet service directly to your conference.

Billing passcode:
(passcodes are case sensitive)

[Submit](#)

Select your payment method below:

- Cash/Check
 Credit Card

Please note that your registration will not be processed until

[Submit Payment Information](#)

By Cash or Check

If you intend to pay by cash or check, indicate that as your form of payment, click the **Submit Payment Information** button and make your payment at the Summer Conference Computing Service point on the second floor of Meyer Library. The service point is open for payments between the hours of 9am-5pm, M-F. Your network access will be activated approximately 15 minutes after payment is received.

Registration Help

For registration help, come to the Summer Conference Computing Service point on the second floor of Meyer Library. The service point is open for registration help between the hours of 9am-8pm, M-Th, F 9am-4pm, Sat 1-4pm, and Sun 1-8pm.