



Tips for Use of Wireless Laptops

Audience: Students and Faculty Using Library Laptops

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Before you Begin

Turn on the laptop and connect wirelessly

Getting Started

How Library Laptop users can connect effectively wirelessly.

Procedure

Here are some important things you need to know when you use the laptops in wireless mode:

1	Wait several minutes during or after logon for guilfordsecure wireless access to connect to the Guilford network (5-7 minutes). You must be patient. Do not log off or shut down if guilfordsecure becomes disconnected from the network or is in the process of reconnecting to the laptop.
2	Save any documents or files that you create locally to C:\Safe if the H:\ drive (your personal share space) becomes unavailable. Files can then be moved to your share space (H:\) once guilfordsecure has reconnected.
3	Logging off or restarting without saving to your share or following Step 2 above will cause documents you have created or modified to be LOST. There are no backups.
4	A personal USB jump drive is highly recommended as a method to temporarily store and backup important documents and files during their creation or during editing on these wireless laptops. Long term storage and backup of your important files to your personal share space on the server "students" (H:\ drive) is strongly advised.

Finishing Up

It is highly recommended if you are working on homework that you first save your work to the safe folder before you copy it to your share space.

NOTE: Make sure you save your work periodically to the C:\Safe folder. The file should then be cut (control x) and pasted (control v) in the share folder of your choice to either your share space or the appropriate academic share. Do not expect that the file you saved to your desktop will be there the next time you log in. Make sure you move it to your share space!!