Registering Your Device
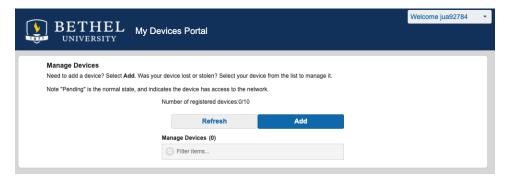
1. On a computer or mobile phone open your preferred web browser and navigate to <https://registration.its.bethel.edu>

> ⚠ If you have connected your device to Bethel-Guest without registering it, you will need to wait at least 24 hours before registering your device.

2. Type in your username and password in the appropriate fields and click Sign on.

3. This will pop up the page titled manage devices. Click add to add a new device.

4. After that, choose what you would like to call your device.

5. In the text box labeled MAC address, type in the MAC address of your device and click add Submit.
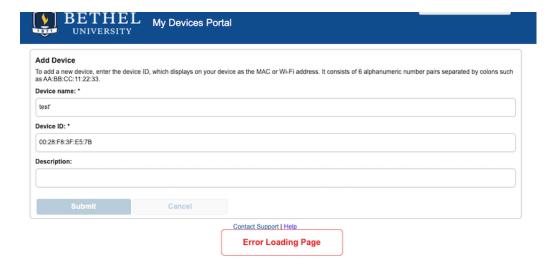
> ⚠ Note: The MAC address can be found in the network setting on most devices or as a physical sticker on the device somewhere. Sometimes it is labeled as WiFi address. The format is always the same–6 pairs of letters and numbers separated by colons or hyphens (e.g., **0a:1b:2c:3d:4e:5f** or **0a-1b-2c-3d-4e-5f**)

6. Once the device has been registered you can see it in the list of managed devices. You will know that it is connected if you see **Pending** next to the device.

7. Connect the device to Bethel-Guest and enjoy the Bethel network.

If you run into this error it means that the MAC Address you attempted to register has already been connected to the Bethel-Guest network and you'll need to forget the network on the device and wait 24-48 hours for it to be removed from the system before registering it.

Add Device

To add a new device, enter the device ID, which displays on your device as the MAC or Wi-Fi address. It consists of 6 alphanumeric number pairs separated by colons such as AA:BB:CC:11:22:33.

Device name: *

test'

Device ID: *

00:28:F8:3F:E5:7B

Description:

Submit   Cancel

Contact Support | Help

Error Loading Page

This error is usually indicative of using a character that is not allowed in the Name or Description of the device. In the example above the apostrophe is causing the error. Remove the offending character and the device will be able to be added.