Sponsor a guest for temporary wireless connection at GVSU

If someone you trust needs temporary access to the GVSU wireless connection, you may sponsor them so that they will have a GVSU username and password.

First, go to the main GVSU IT web page at www.gvsu.edu/it. Then under the Faculty/Staff section on the far left side, select 'Wireless Access (On-Campus, Off-Campus)' at the bottom of the list.
On the next webpage, single click the text: ‘Sponsor a Wireless Guest’

Internet Access

Grand Valley is updating the Wireless networks to preferred networks are called:

- **GV-Faculty/Staff** - For use by faculty and staff with network login.
- **GV-Student** - For use by students with network login.
- **GV-Guest** - For use by Guests that a Faculty/Staff or student for Faculty/Staff and Students with devices that do not have a network username and password.
- **GV-Other** - For wireless devices that can only do mac address that are not able to use the newer wireless setups. Details:

- [Wireless Network faculty/staff](#)
- [Wireless Network student](#)
- [Wireless Network Guest](#)
- [Off-Campus Access](#)
- [On-Campus Access](#)
- [GVU Access Points, Routers and Switch Policy](#)
- [Sponsor a wireless Guest](#)
- [Creating a Wireless Guest Account](#)

You will get the following login page. Enter your GVSU network account username and password and click on the Login button.

Once you are on the Sponsor Portal page, you have several choices. You may add a new sponsor, view existing sponsorships, and change the sponsor portal settings or logout of the portal.

Let’s add a new sponsorship. Click on either ‘Enter Guest Account Information’ in the middle of the page or ‘Create Single Account’ on the lower left side.
Enter the guest information for at least the required fields. This is the information of the non-GVSU person who needs temporary wireless access, not the sponsor’s information.

Enter Guest Account Information

- **First Name:**
- **Last Name:**
- **Email Address:**
- **Phone Number:** +1 (555) 555-0100
- **Company:**
- **Optional Data 1:**
- **Optional Data 2:**
- **Optional Data 3:**
- **Optional Data 4:**
- **Optional Data 5:**
- **Group Role:** Guest
- **Time Zone:** EST/EDT
- **Language Template for Email/SMS Notifications:** English

[Submit] [Cancel]
Click the Submit button.
You will get the following information when the guest account is created. Pass along the Username and Password to the guest so they can login (instructions on how to login on next page).

Successfully Created Guest Account: jdoe0001

Username: jdoe0001
Password: 682mumjd
First Name: John
Last Name: Doe
Email Address: doej@acme.com
Phone Number: (615) 891-1234
Company: ACME Consulting
Status: AWAITING INITIAL LOGIN
Suspended: false
Optional Data 1: Here for 2 days
Optional Data 2: Working in MAK
Optional Data 3: from 6am-3pm
Optional Data 4: cell# 890-4321
Optional Data 5:
Group Role: Guest
Time Profile: 3_Day_Access
Time Zone: EST5EDT

Language Template for Email/SMS Notifications: English

Email  Print  Create Another Account  View All Accounts

To view all of your sponsorships click on either ‘Guest User Accounts List’ or ‘View Guest Accounts’ (on the left side of the main page).
You can highlight a guest account and perform some administrator commands, such as Edit or Delete, Re-instate, Suspend or Print.

When you are done with your guest account sponsorship request, click on ‘Logout’ in the upper right corner of the main sponsor page.

**How a Guest Logs onto the GV-Guest wireless network**

**Note:** This network is for GVSU guests and Faculty/Staff and Student devices that are not capable of using the other SSID’s.

**To logon to the GV-Guest SSID:**

1. Select the GV-Guest network name on your wireless device

2. The Wireless Access page will appear, enter your network username and password if you are Faculty/Staff/Student or the account your sponsor gave you if you are a guest and click “Login” (You may need to launch Internet Explorer to get the access page to appear).

3. The Acceptable Use page will appear, if you agree to the policy, click the check box to accept the terms and conditions. Next, click on the “Accept” button.

4. You may be notified about a pop-up, please allow this pop-up by right-clicking the information bar and allowing the site. Next you should see the actual pop-up window.

5. You are now connected to the GV-Guest wireless network.

**Note:** Older laptops, Windows XP machines and other devices may have wireless technology that is too old or incompatible to connect to our newer GVSU wireless system.