

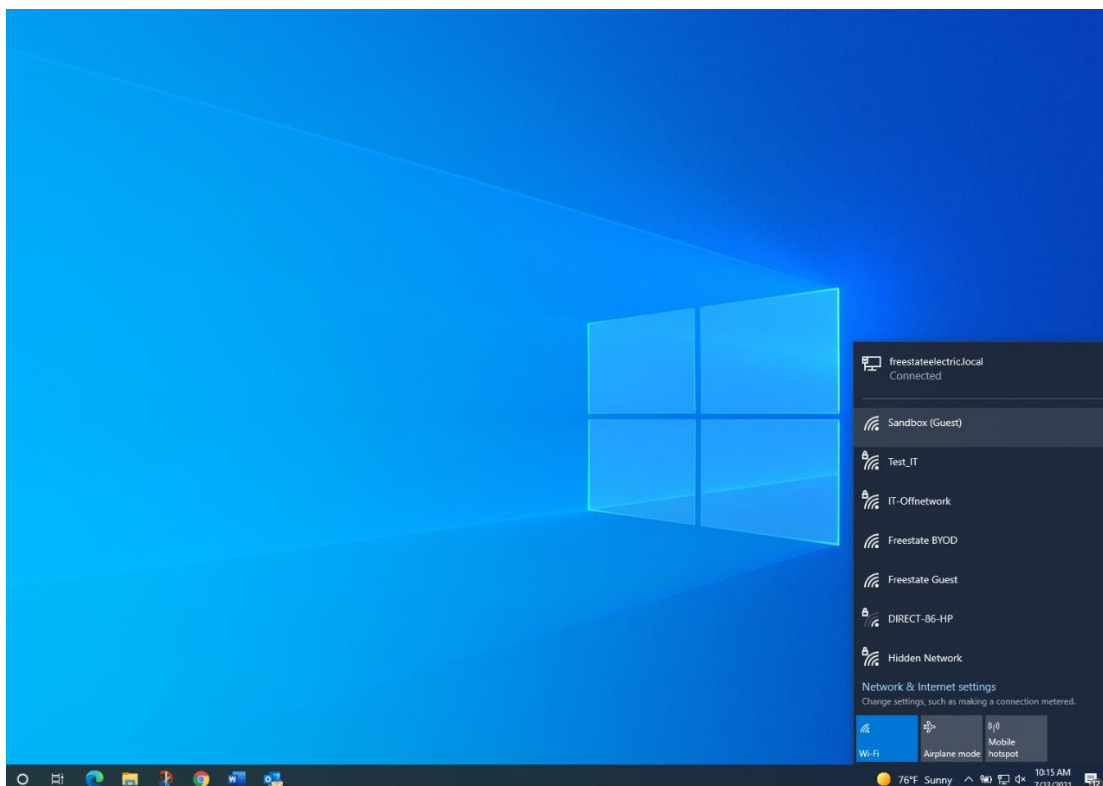
# Joining Wi-Fi through FortiNac (Network Access Control)

## Contents

<b>EXISTING EMPLOYEE JOINING THE NETWORK.....</b>	<b>1</b>
<b>GUEST (NON-EMPLOYEE) JOINING THE NETWORK FOR THE FIRST TIME .....</b>	<b>3</b>
<b>GUEST (NON-EMPLOYEE) ALREADY REGISTERED WITH AN ACTIVE TEMPORARY ACCOUNT .....</b>	<b>6</b>
<b>REGULARLY ASKED QUESTIONS/HELP .....</b>	<b>9</b>
FAILURE TO CONNECT.....	9
CREATING MULTIPLE GUEST NETWORK ACCOUNTS FOR A GROUP .....	9
CREATING A PERMANENT GUEST ACCOUNT .....	9

## Existing Employee Joining the Network

1. Select the Freestate Guest Wi-Fi



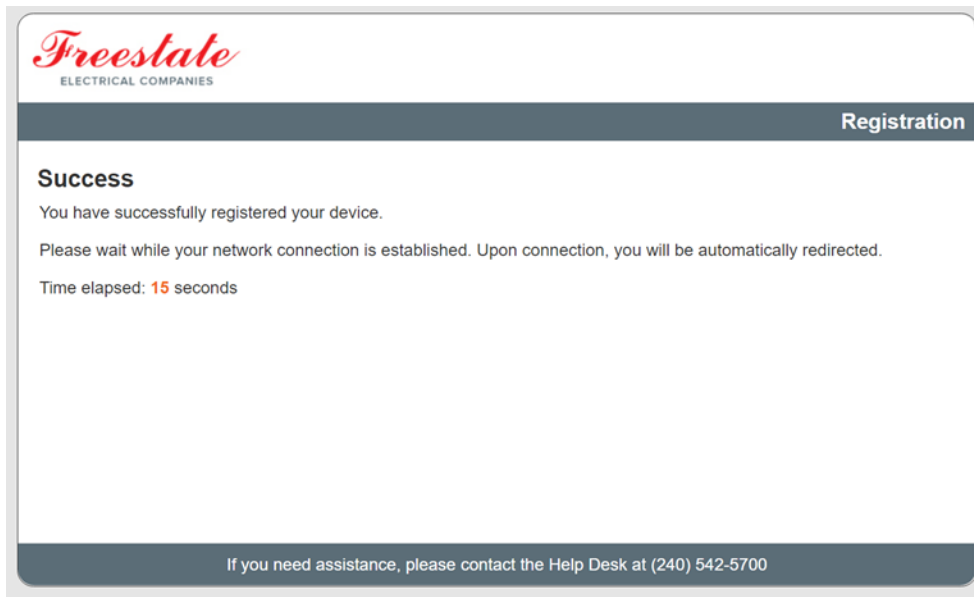
2. Select the “Start” option to the right of Employees.

The screenshot shows the Freestate Electrical Companies Registration page. At the top left is the Freestate logo. The page title is 'Registration'. Under the heading 'Welcome', there is a message: 'This network is not meant for Freestate Owned devices. To register your device for Internet access, select one of the following options:'. Three options are listed, each with a 'START >>' button and a laptop icon: 'EMPLOYEES' (with the instruction 'Register your personal device for Internet access using your company username and password'), 'REQUEST A GUEST ACCOUNT' (with the instruction 'Request an account for temporary Internet access'), and 'GUESTS WITH AN ACCOUNT' (with the instruction 'Use your existing Guest account for temporary Internet access'). A footer note says 'If you need assistance, please contact the Help Desk at (240) 542-5700'.

3. Enter your existing Freestate Credential in the following fields when prompted

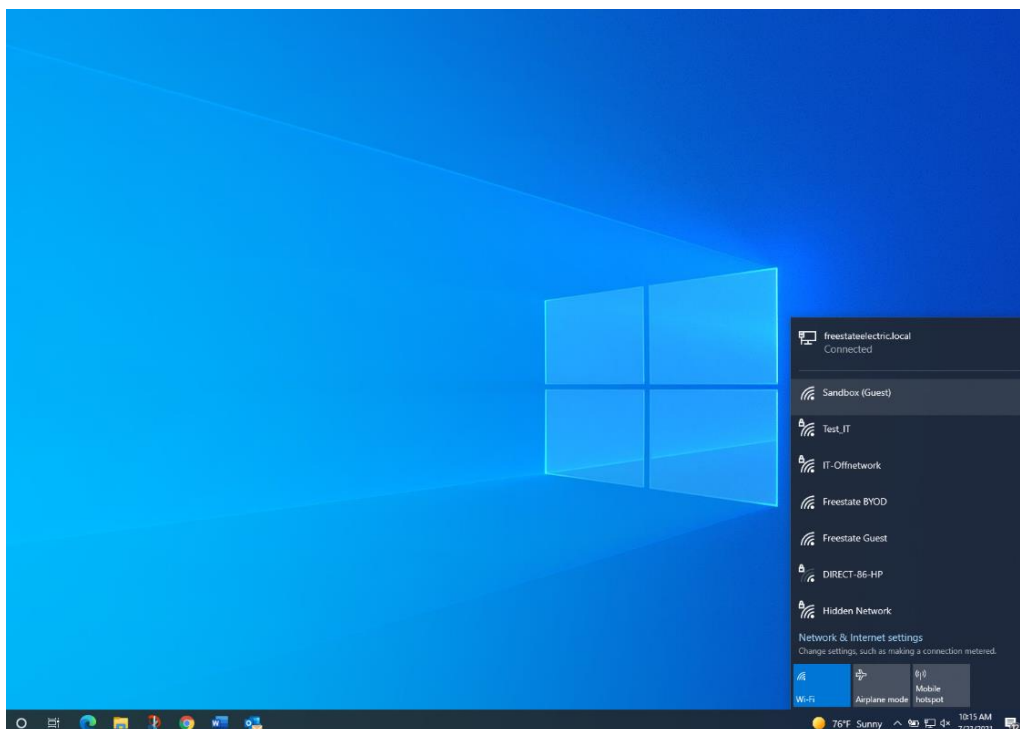
The screenshot shows the Freestate Electrical Companies Registration page for 'Employee Registration'. The page title is 'Registration'. Under the heading 'Employee Registration', there is a message: 'Employees are required to register their personal devices in order to obtain Internet access. Enter your username and password. Then click the Continue button.' Below this message is a form with two input fields: 'Username' and 'Password', and a 'Continue' button. A footer note says 'If you need assistance, please contact the Help Desk at (240) 542-5700'.

4. After entering your credentials and selecting “Continue”, you should see this page that will automatically redirect you to your internet connection and to the freestate.com website.



## Guest (Non-Employee) Joining the Network for the First Time

1. Select the Freestate Guest Wi-Fi





- Select the "Start" option to the right of "Request a Guest Account"


**Freestate**  
ELECTRICAL COMPANIES

**Registration**

**Welcome**  
This network is not meant for Freestate Owned devices.  
To register your device for Internet access, select one of the following options:

**EMPLOYEES**   
Register your personal device for Internet access using your company username and password

**REQUEST A GUEST ACCOUNT**   
Request an account for temporary Internet access

**GUESTS WITH AN ACCOUNT**   
Use your existing Guest account for temporary Internet access

If you need assistance, please contact the Help Desk at (240) 542-5700

- Please fill out the following fields to be granted network access. Whoever you are visiting should provide you their email as they will be your sponsor and therefore the one who will have to approve your network access.

\*\*Once you submit the network access request, your sponsor will immediately receive an email prompting them to approve or deny your request for access.

**Freestate**  
ELECTRICAL COMPANIES

**Registration**

**Request a Guest Account**  
This form will generate a request a guest account to use for temporary Internet access.  
Enter the following information and press the button to request a guest account.  
The Sponsor Email will have to Approve or Deny your access.

\*Sponsor Email

\*Email

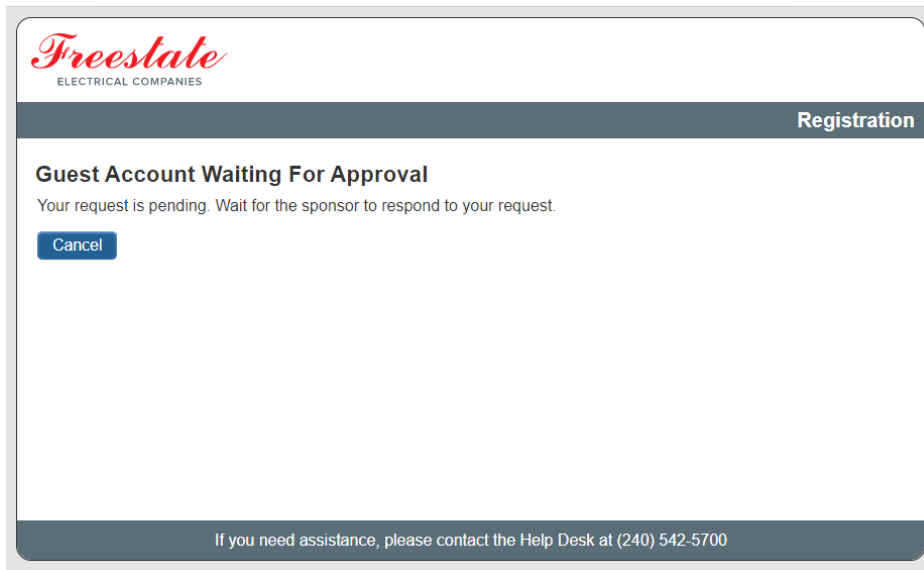
\*First Name

\*Last Name

Mobile Number

If you need assistance, please contact the Help Desk at (240) 542-5700

4. After submitting your request you will enter this waiting page until your sponsor approves your network access.



5. If you are a sponsor, you will receive the following email and will have to click “approve” to grant your guest network access.

\*\* If you do not recognize the user’s information and are not expecting a request, please “Deny” the request.

Guest Account Request from: John Doe



Freestate Network Access Control <it@freestateelectric.com>

To 

Click the link to login and approve or deny this request.

[Approve](#)

[Deny](#)

IP Address: 10.1.151.28  
Location: L1-IT VLAN Registration  
Request Date: 2021-07-26 09:40  
Request Expiration: 2021-07-26 10:40

Email: 

First Name: John

Last Name: Doe

Mobile Number: 4101234567

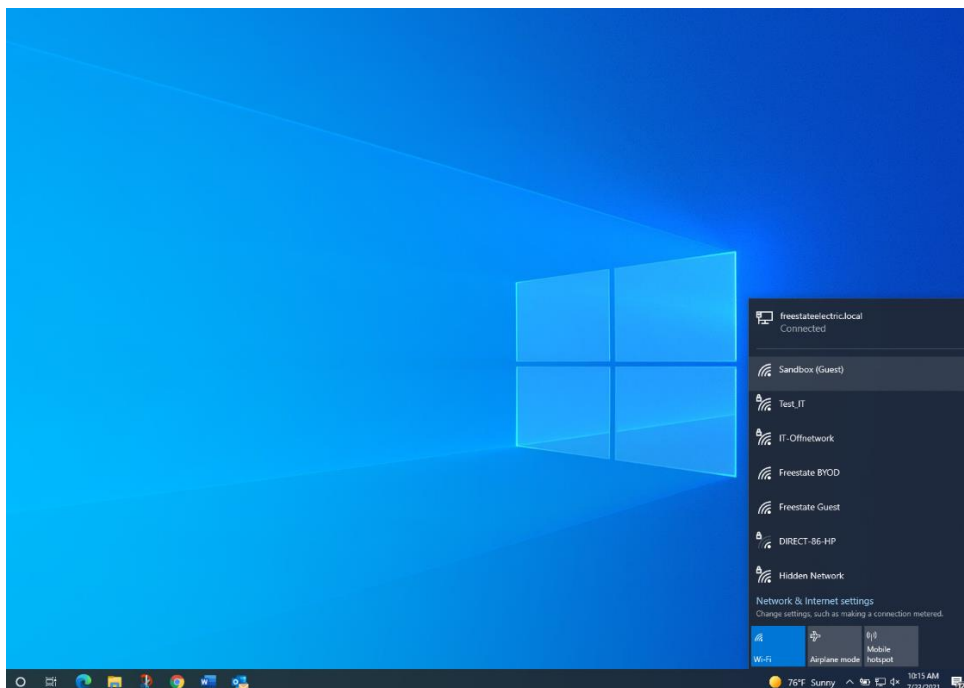
- Upon sponsor approval of your guest network access request, you will be redirected to be automatically joined to the network and will receive the following email with your 3-day accessible temporary account information.



## Guest (Non-Employee) Already Registered with an Active Temporary Account

\*\* For guests that have a temporary account that is active and not yet expired (Reminder that they last 72 hours)

- Select the Freestate Guest Wi-Fi





2. Select the “Start” option to the right of “Guests with an Account”.


**Freestate**  
ELECTRICAL COMPANIES

**Registration**

**Welcome**  
This network is not meant for Freestate Owned devices.  
To register your device for Internet access, select one of the following options:

**EMPLOYEES**   
Register your personal device for Internet access using your company username and password

**REQUEST A GUEST ACCOUNT**   
Request an account for temporary Internet access

**GUESTS WITH AN ACCOUNT**   
Use your existing Guest account for temporary Internet access

If you need assistance, please contact the Help Desk at (240) 542-5700

3. Enter your existing guest credentials from the email you were sent after first receiving your temporary network access account and select continue.

**Freestate**  
ELECTRICAL COMPANIES

**Registration**

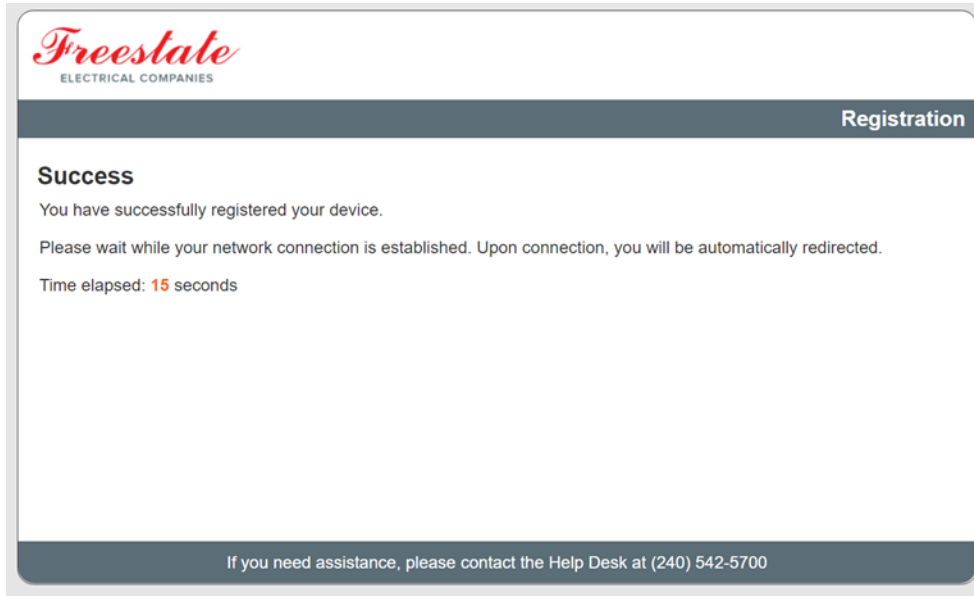
**Guest Registration**  
Guests must register their devices for temporary Internet access.  
You must already have an active account in order to register.  
[Click here](#) if you have not yet requested a temporary guest account.

Email

Password

If you need assistance, please contact the Help Desk at (240) 542-5700

4. After entering your credentials and selecting “Continue”, you should see this page that will automatically redirect you to your internet connection and to the freestate.com website.



\*\* As a reminder, the email you received after first receiving your temporary guest account should look like the following

 ● **Freestate Network Access Control** <it@freestateelectric.com>  
To: John Doe

Sponsor: [REDACTED]@freestateelectric.com  
Name: Doe, John  
User: [REDACTED]  
Password: [REDACTED]  
Ending: 20210729 09:42  
Duration: 72hrs  
Login Availability: Always



## Regularly Asked Questions/Help

### Failure to connect

1. If you receive the following screen while trying to connect to the network then you are not operating the most up to date software and must follow the link to update your software and join the network.

**Freestate**  
ELECTRICAL COMPANIES

**Remediation**

**Failure Information** [← Back to the list](#)

**Description**  
No Antivirus application installed!

**Status**  
An Antivirus application is required in order to connect to the network.

**References**  
Freestate requires that Cisco AMP is installed on all company owned devices before they are allowed to connect to the network. You can install Cisco AMP from the link below.

[Freestate's Cisco AMP](#)

If you need assistance, please contact the Help Desk at (240) 542-5700

### Creating multiple guest network accounts for a group

In the event that you have a training, group, or an instance where you need multiple guest network access accounts you should reach out to IT at [IT@freestateelectric.com](mailto:IT@freestateelectric.com).

\*\* Please provide the date/dates that the guests will need network access and how many accounts will be needed

### Creating a permanent guest account

In the event that you have a guest that warrants having a permanent guest network access account you should reach out to IT at [IT@freestateelectric.com](mailto:IT@freestateelectric.com).

\*\* Please provide the name, phone number, and email of the guest