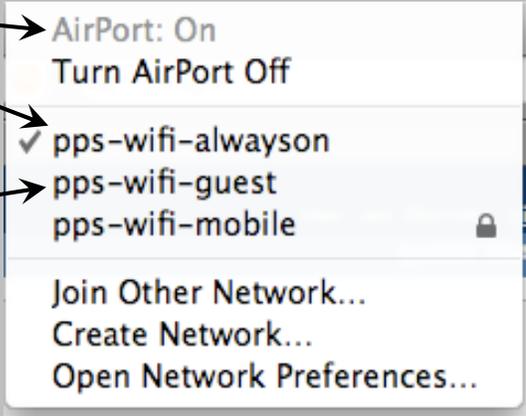


# Portland Public Schools

## Quick Reference Guide PPS Wi-Fi for Mac OS X

PPS Wi-Fi is a growing network of centrally-managed wireless access points throughout the district that allows wireless users to login with PPS credentials (email or network username/password) at any location currently using the "PPS Wi-Fi" network. It eliminates the need for long and often difficult to remember security keys and allows quick, easy access to wireless access points for staff and students with credentials they already use daily.

How to Login to the PPS Wi-Fi		
<b>Step 1</b>	At the top of your screen, click the <b>Wireless Connection</b> icon.	
<b>Step 2</b>	Click <b>Turn AirPort On</b> , if needed.  Select <b>pps-wifi-alwayson</b> (for staff access) or;  <b>pps-wifi-guest</b> (for a volunteer or a guest with no PPS account).  A checkmark will appear next to the choice when connected.	
<b>Step 3</b>	Start <b>Safari</b> (or your browser).	
<b>Step 4</b>	If the Security Alert dialog box opens, click the <b>Continue</b> button.	

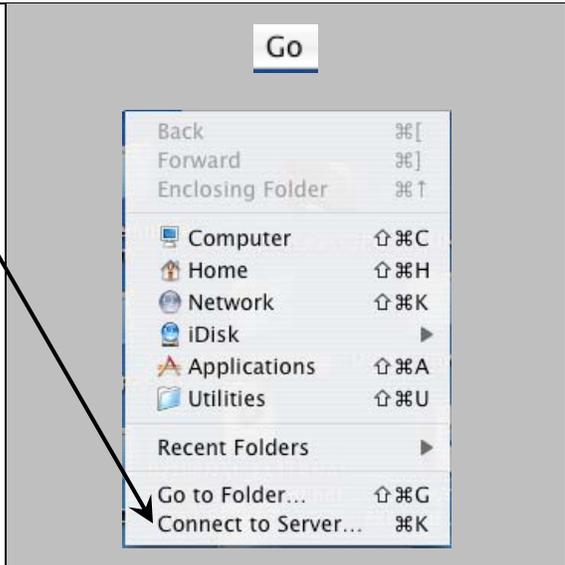
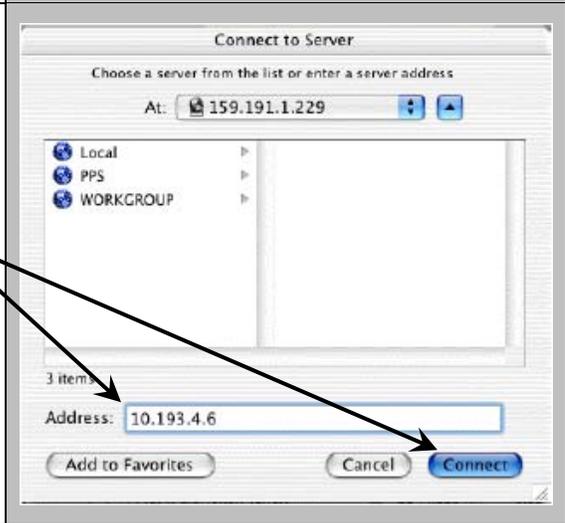
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<p><b>Step 5</b></p>	<p>The <b>PPS Wi-Fi Login</b> box will open.</p> <p>Enter your PPS e-mail Username (or Guest Account name) in the <b>Username</b> field.</p> <p>Enter your PPS e-mail Password (or Guest password) in the <b>Password</b> field.</p> <p>Click <b>Submit</b>.</p>	
<p><b>Step 6</b></p>	<p>If pop-up blockers are not active, a <b>PPS Wi-Fi</b> log out dialog box will open in a separate window.</p> <p>When you are finished working, click the <b>Logout</b> button to log off of the PPS Wi-Fi.</p> <p><b>Note:</b> If your browser's pop-up blockers are turned on and this window does not open, you can open it by navigating to <a href="https://1.1.1.1/logout.html">https://1.1.1.1/logout.html</a> in your browser in order to log off the Wi-Fi.</p> <p>Your <b>Home Page</b> will open.</p>	

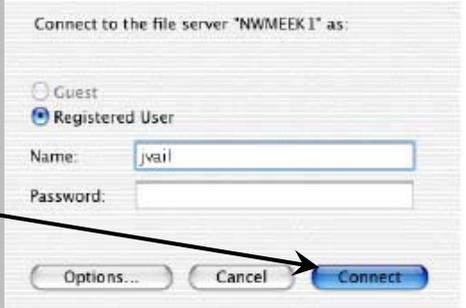
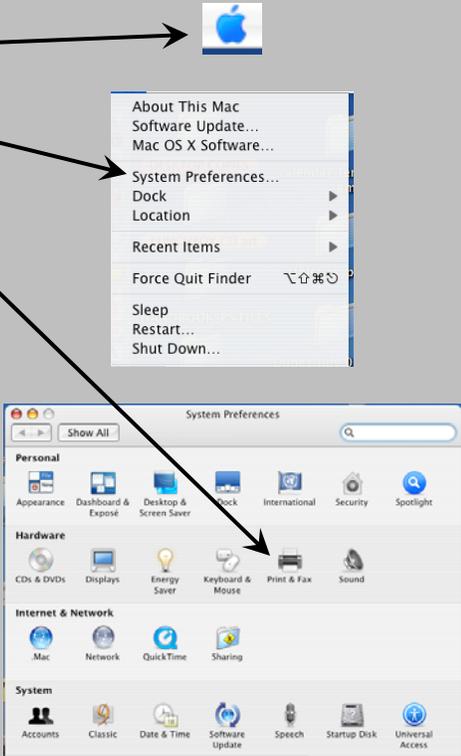
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## How to Access Novell Network Drives and iPrinters

**NOTE:** After logging in to the PPS Wi-Fi, you will be able to log in to the Novell server and have access to your network drives and files, and your installed network printers from your home location. However, for this to work, you must have logged in to the PPS Wi-Fi as outlined above – first.

<p><b>Step 7</b></p>	<p>To access your Novell files &amp; printers, start by clicking the <b>Go</b> menu in your Finder.</p> <p>The click on <b>Connect to Server</b>.</p>	
<p><b>Step 8</b></p>	<p>Enter the Novell server IP address in the <b>Address:</b> field</p> <p>Click the <b>Connect</b> button</p> <p><b>NOTE:</b> If you are not sure of your Novell server IP Address, contact your school's Instructional Technology Assistant or the IT Service Desk at 503.916.3375.</p>	

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<p><b>Step 9</b></p>	<p>At the Connect Login screen, enter your <b>Username</b> and <b>Password</b></p> <p>Click the <b>Connect</b> button.</p>	
<p><b>Step 10</b></p>	<p>Your folder on the network will open.</p>	
<p><b>Step 11</b></p>	<p>To view your installed network printers, click the <b>Apple</b> menu,</p> <p>then click <b>System Preferences</b>,</p> <p>and then click <b>Print &amp; Fax</b>.</p> <p>Your installed network printers will display.</p>	

**NOTE:** If at any time you become disconnected from the PPS Wi-Fi, you will also lose your Novell network connection. To re-establish your Novell connections, you will need to first logoff PPS Wi-Fi (Step 6 above), then log back in to the PPS Wi-Fi (Steps 1 - 5 above), and then log back in to Novell (Steps 7 - 10).

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