

## Connecting Personal Devices to the CCSD Guest Wireless Network (Chromebook)

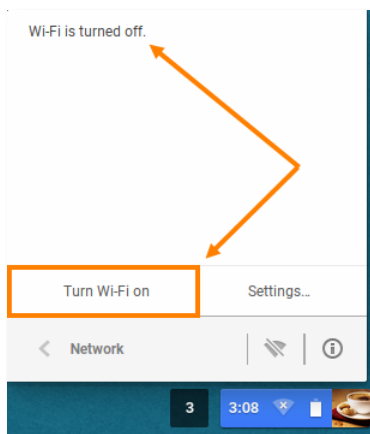
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The following are directions for connecting your PERSONAL Chromebook device to the CCSD Guest Wireless Network.

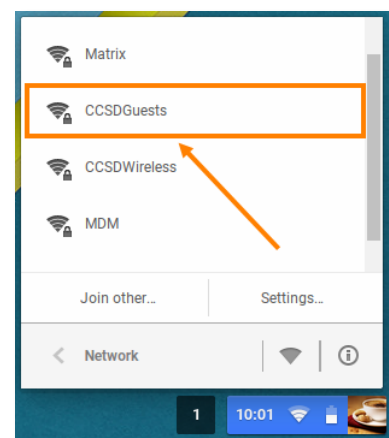
1. From your device's desktop, select the **Wi-Fi** icon located on the bottom right of your screen.



2. Ensure that Wi-Fi is turned **ON**.

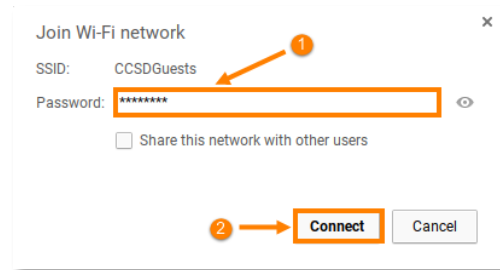


3. Select the **CCSDGuests** network.

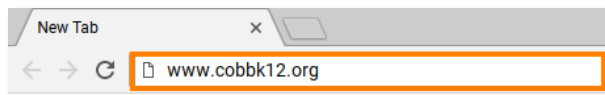


- You will need to enter the password provided by your local school's Library Media Specialist, Lab Manager, or School Administrator.

Once entered, press **Connect**.

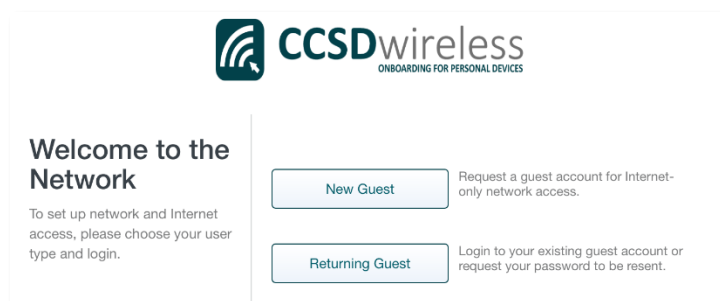


- Open a web browser (i.e. Chrome, Firefox) and navigate to [www.cobbk12.org](http://www.cobbk12.org).



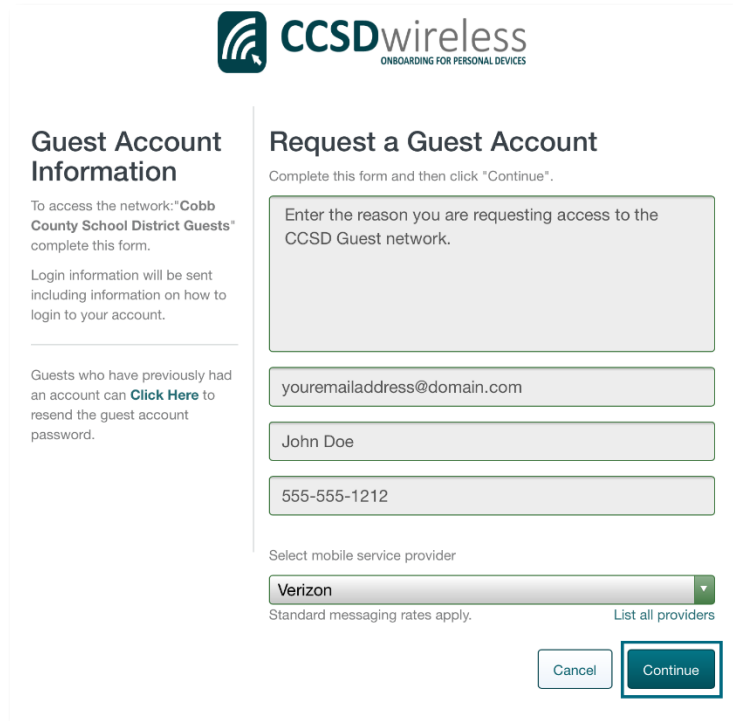
- If you have NOT registered for a Guest Account DURING THE CURRENT SCHOOL YEAR, select **New Guest**. If you received your Guest credentials during a previous visit, select **Returning Guest** and continue at step 9.

*Note: Guest Accounts MUST be renewed every year beginning July 1<sup>st</sup>.*



7. Complete all of the requested information consisting of:
- The reason for requesting access
  - Your valid email address
  - Your full name
  - Your mobile phone number
  - Your mobile service provider

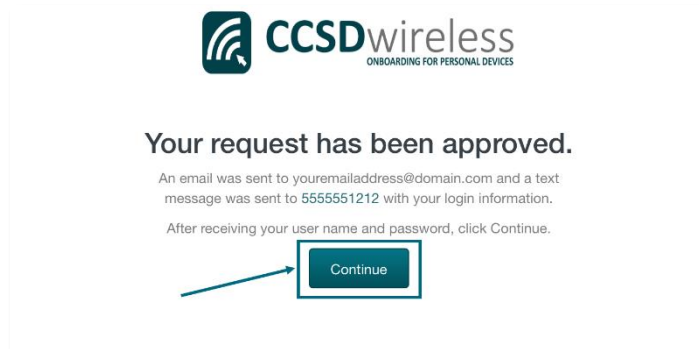
After completing the form, select **Continue**.



The screenshot shows the 'Request a Guest Account' form. On the left, under 'Guest Account Information', it states: 'To access the network: "Cobb County School District Guests" complete this form. Login information will be sent including information on how to login to your account. Guests who have previously had an account can [Click Here](#) to resend the guest account password.' The main form area is titled 'Request a Guest Account' and includes the instruction 'Complete this form and then click "Continue".' It features a text area for the reason for access, followed by input fields for email address (youremailaddress@domain.com), full name (John Doe), and mobile phone number (555-555-1212). A dropdown menu for 'Select mobile service provider' is set to 'Verizon', with a link to 'List all providers' and a note that 'Standard messaging rates apply.' At the bottom right are 'Cancel' and 'Continue' buttons.

8. Verify that the correct email address and number has been submitted, then select **Continue**.

*Note: You will receive an email and text message that contains your username and password.*



The screenshot shows the confirmation screen titled 'Your request has been approved.' It states: 'An email was sent to youremailaddress@domain.com and a text message was sent to 5555551212 with your login information. After receiving your user name and password, click Continue.' A blue arrow points to a 'Continue' button.

9. Enter the email address and password that was sent to you.

Check the “*Acceptable Use Policy*” after reading the terms.

Select **Sign In**.



10. You will be re-directed to the *SSL Certificate Page*.

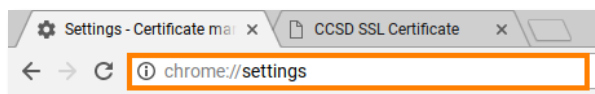
To download the SSL Certificate, click on the **gold key**.

**Do not leave this site without first installing the CCSD-issued SSL Certificate!**

It will be required to experience error-free surfing at secured HTTPS sites while on the CCSD Wireless Network.

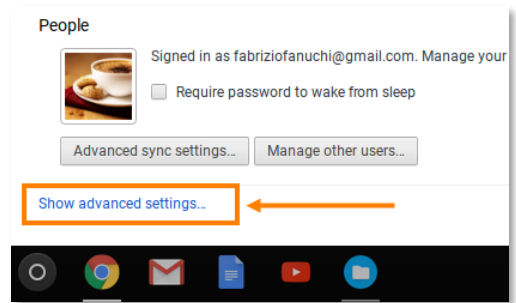


11. Open a new tab in the browser and enter **chrome://settings**



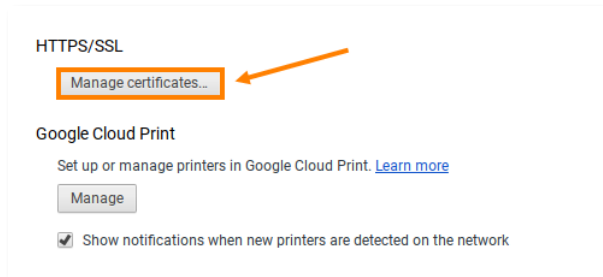
12. Scroll down until you see 'Show advanced settings...'

Click on the **Show advanced settings...** link.

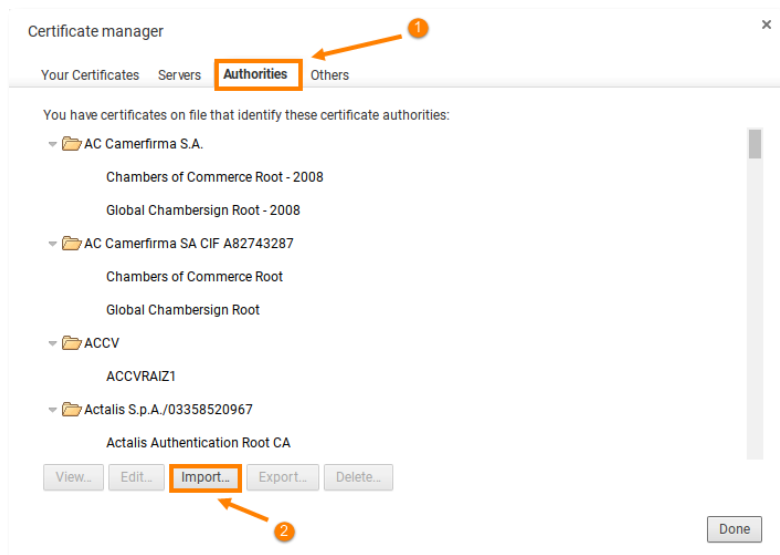


13. Continue to scroll down until you see the 'HTTPS/SSL section'.

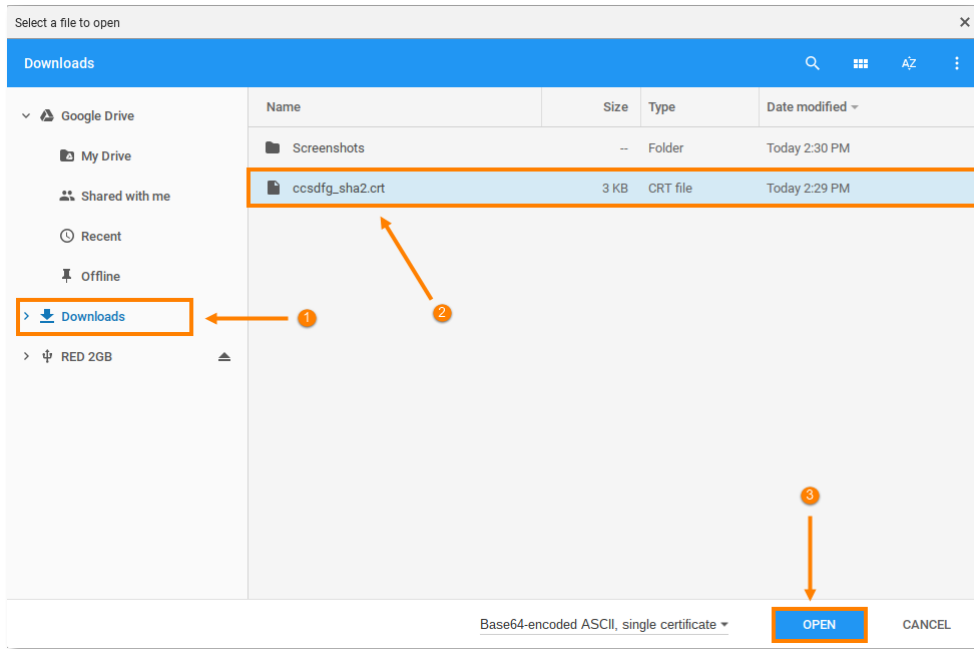
Click on the **Manage certificates...** button.



14. Select the **Authorities** tab then click the **Import...** button.

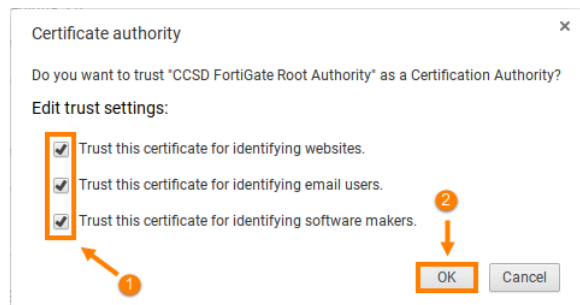


15. From the **Downloads** folder, select the file named `ccsdfg_sha2.crt`, then click **Open**.



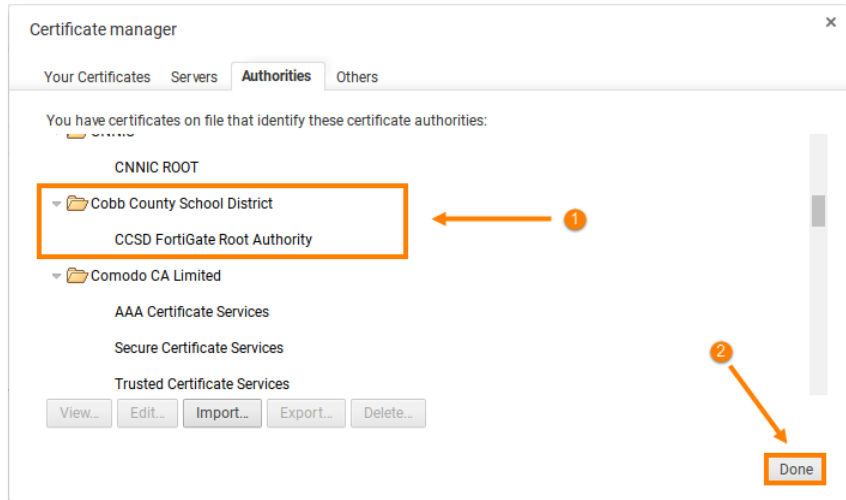
16. Edit the trust settings to *Trust this certificate for identifying websites, email users and software makers*.

Once you have checked each of these options, click **OK**.



17. Scroll through the certificate list and confirm that the **CCSD FortiGate Root Authority** certificate is installed and is fully trusted.

To close the Certificate Manager, click **Done**.



18. Navigate to a secure HTTPS site like [www.yahoo.com](http://www.yahoo.com), [www.google.com](http://www.google.com) or [www.bing.com](http://www.bing.com). Verify that the page displays properly.
19. Please contact the front office if you encounter any issues connecting to the CCSDGuests network.