



Get a 1 day pass to 'CBS-GUEST' Wi-Fi through the self-service portal

NOTES

1

Connect to the CBS Campus Wi-Fi network called 'CBS-GUEST'



CBS-GUEST

Other people might be able to see info you send over this network



Connect automatically

Connect

Select the Wi-Fi network called 'CBS-GUEST' from your Wi-Fi list.*



Wi-Fi: On

Turn Wi-Fi Off

eduroam



4G Wi-Fi 3Danmark-94C0



CBMH-guest



CBMH2.4



CBS-GUEST

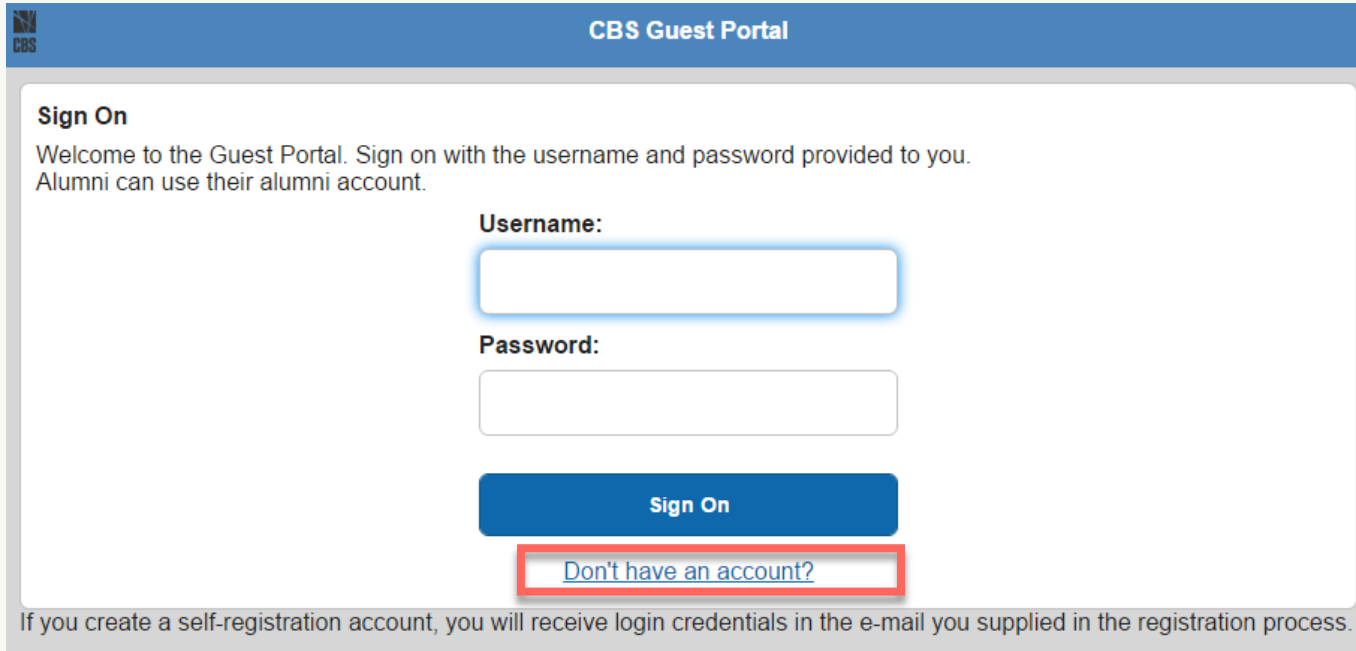


*Note the network is not considered secure

2

Guest portal and self-service registration

After connecting to the Wi-Fi network 'CBS-GUEST', open an internet browser and go to any web page. It will redirect you to the 'Sign On' page. Click 'Don't have an account?' to create a 1 day account for the CBS Guest Portal.



Sign On

Welcome to the Guest Portal. Sign on with the username and password provided to you. Alumni can use their alumni account.

Username:

Password:

Sign On

[Don't have an account?](#)

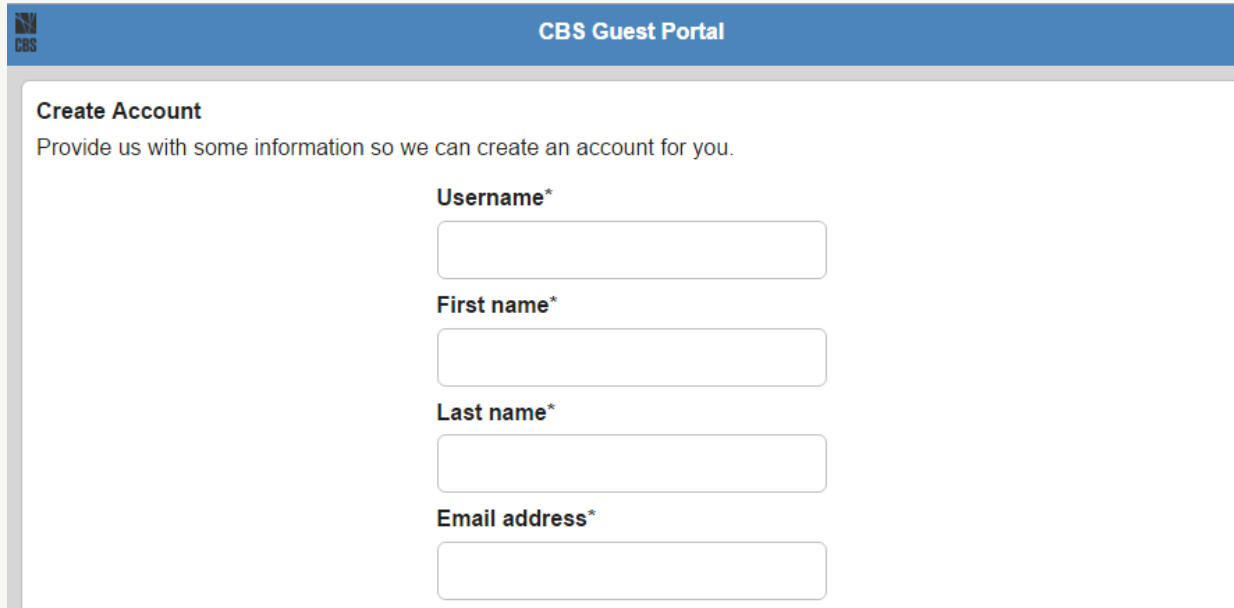
If you create a self-registration account, you will receive login credentials in the e-mail you supplied in the registration process.

3

Fill in the Guest Portal's self-service form

Fill in the form and press the 'Register' button at the bottom of the page.

You will now be redirected to the 'Sign On' page again. Your username and password will be sent to the registered e-mail.*



The screenshot shows the 'CBS Guest Portal' header in a blue bar. Below it is a white box titled 'Create Account' with the instruction 'Provide us with some information so we can create an account for you.' The form contains four input fields: 'Username*', 'First name*', 'Last name*', and 'Email address*', each with a corresponding empty text box.

*You cannot type in a CBS e-mail address. If you are a CBS employee or student, you should use the more secure Wi-Fi network named 'eduroam'.

4

Log in to Guest Portal with self-service credentials

Sign On

Welcome to the Guest Portal. Sign on with the username and password provided to you.
Alumni can use their alumni account.

An email or an SMS message has been sent to you containing your sign on credentials.

Username:

Password:

Sign On

[Don't have an account?](#)

If you create a self-registration account, you will receive login credentials in the e-mail you supplied in the registration process.

Type in your username and password and click 'Sign On'.*

*Use the username and password that was sent to the e-mail address you supplied in the registration process.

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Example of e-mail generated when creating a self-service account on 'CBS GUEST' Wi-Fi Network

To: Rolf >

Your Guest Account Credentials

i dag kl. 11.00

Hello Rolf,
Your guest account details:
Username: rolf
Password: Ov.=Sw
First Name: Rolf
Last Name: L
Phone Number:
Valid From: 2016-02-11 11:00:42 +0100
Valid To: 2016-02-12 11:00:42 +0100
Person being visited: rolf@cbs.dk
Reason for visit: Rolf

Example of e-mail generated when creating a self-service account on 'CBS GUEST' Wi-Fi network.

*If you did not receive an e-mail, make sure to check your spam filter or resubmit a new account making sure you type in the right e-mail.