## Add New NEINET Guest Account

- NEINET is for guests and vendors only. All State employees requesting wireless connectivity on a State-٠ issued device have access to use NE1SECURE with Active Directory (AD) credentials.
- Please do not create guest accounts for State employees. These accounts will be monitored and any guest • account created for a State employee will be immediately disabled.
- If a State employee is having issues connecting to NE1SECURE, please issue a Help Desk ticket. The ticket • will be worked and resolved directly with the user.
- 1. Log into NCS (Cisco Prime Infrastructure) https://ncs.nebraska.gov.
  - a. Use your STN AD credentials.
- 2. Click the -- Select a command -- drop down menu in upper right corner.

	Cisco Prime Infrastructure	loraine.epperly - ROOT-DOMAIN 🏾 🌣 🔼
	Cuest Users Edit View	Select a command Go Entries 1 - 50 of 1004 + 5 6 7 8 9 10 PPPPI Selected 0  Total 50 Status
3. 4.	Select "Add Guest User." Click "GO."	
	Add Guest User	GO

5. On the General Tab.

- a. Type a User Name.
  - i. Use firstname.lastname for naming convention.
- b. Type in a password, twice.
  - i.- Check the box for "Generate Password" (we do not have a method to send an email to the user in this system).

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A Guest Users / Create a Guest User Account ★								
General Advanced								
• Please use "Import from file" option in the Advanced tab for bulk creation.								
Guest Information								
User Name								
Generate Password								
Password								
Confirm Password								
Description	Wireless Network Guest Access							

6. Advanced Tab – you should not have to make any changes on this tab.

7. Click "Save."

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▲ Guest Users / Create a Guest User Account ★							
General Advanced							
• Please use "Import from file" option in the Advanced tab for bulk creation.							
Save Cancel							

8. If you click on Print/Email Credentials, please note that the feature for emailing credentials is currently not available.

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	Guest User	Account applicat	ion result to the	e Contr	oller(s)				
	IP Address	Controller Name	Operation Status	Reason					
	10.175.255.40	OCIO_501_WLC_Test	Success	-	e e e e e e e e e e e e e e e e e e e				
	10.175.255.30	OCIO_5520_cap_WLC	Success	-	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1				
	10.175.255.80	OCIO_8510_WLC	Success	-	5				
	Guest User C	redentials							
	Guest User Nam	e firstnam	e.lastname		1				
	Password	212380			-				
	Profile	NEINET	-base						
	Start Time	26-Sep-	2018,11:38:00 CDT						
	End Time	10-Oct-2	2018,11:38:00 CDT						
Disclaimer Guests understand and acknowledge				ledge that w	e exercise no control over the				
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	Add Anothe	er User Print/Email	Credentials		e e e e e e e e e e e e e e e e e e e				
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