How PC users view and connect to our wireless network
Turn on your wireless switch if necessary

1. On the bottom right side of your desktop near the clock, find the wireless icon. Hover mouse over the icons to see a description of them. Below is an example of wireless icon:

2. Right click on the wireless icon and find **"View Available Wireless Networks."**
3. Left click on that option and you should see a list of available wireless networks. Depending on the type of wireless adapter you have, select either **WPL_Wireless** or **Netgear** then click Connect**.**
4. You may see a message telling you our network is not secured. If you want to connect anyway, click **OK**.
5. You may be prompted to save the connection. Click **Public Location** and **OK** to save for future use.
6. A connection between your wireless computer/device and wireless access point should be established. It can take a minute to acquire a network address. Please be patient.
7. Now open your browser to verify that you can connect to the internet. If you can display a website you're all set.

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P.O. Box 699
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Wells, Maine 04090
207-646-8181
www.wellslibrary.org

Email support at
kbryant@wellstown.org

free WiFi

Library Hours
Monday 10-5
Tuesday 1-8
Wednesday 10-8
Thursday 1-6
Friday 10-5
Saturday 10-1
Sunday Closed

Guide to

Wireless Access and Printing

At the

Wells Public Library

Wells Public Library is pleased to offer **free** wireless access at our library. Wireless users must abide by our Computer Use Policy, and all other library policies. The library cannot guarantee your equipment will work with our network. **For everyone's safety, please do not stretch power cords across traffic areas.**

Frequently Asked Questions

Q. How can I use Wi-Fi at the library?
A. Bring your wireless-enabled computer/device to the library and turn it on. The wireless card in the device will detect the wireless network. Open the internet browser on your device to automatically display the SPOT page, which shows our Computer Use Policy. Create a unique ID (anything from 1-30 numbers and/or letters.) **If you plan to print, remember your ID**.
Click Accept. Don't click End my Session. Open a new browser window.

Q. How does it work?
A. You should be able to connect anywhere in the building, and also directly outside the building. Usually, within a minute of turning on your computer, the wireless card senses a signal and your computer will connect to our wireless network. If it does not automatically connect, you may have to help your computer detect our network. (See detailed instructions on the back.)

Q. Is my information safe while using wireless?
A. Your information is **not protected** by our wireless hardware. Some websites offer encryption (stores & banks often do), which is one form of security.

Be aware of this if you are accessing or transmitting sensitive business or personal information. User accepts all risk when using our network.

Q. Can I print while using wireless?
A. The library offers wireless printing for laptop users. **The cost of printing is $.15 per page.** Before printing you will need to install our printer to your computer. Here are the steps to install the printer.

Windows 7 Operating System:
1. Log-in to the SPOT system.
2. Remember your SPOT ID.
3. Click on the Windows button.
4. Click on Devices and Printers.
5. Click Add a Printer (on top bar).
6. Choose Add a Network, Wireless or Bluetooth Printer.
7. Choose "The Printer I Want Isn't Listed."
8. In the Select a Shared Printer by Name field, type :
http://192.168.2.1:631/printers/HP2055
9. Select Next. The printer will connect.
10. Choose Manufacturer HP.
11. Choose Model HP LaserJet 2200 PCL5.
12. Click Next.
13. Click Finish.

After Printer is installed, send print job to the Print Station. Go to Print Station which is beside the column near the Book Return. Click Start. Click the last option to show or print jobs. In Library Number box, type the ID you created earlier. Leave Last Name Box empty. Highlight print job(s). Deposit money in White Money box on floor. Click Print. Click Close.

Mac Operating Systems:
1. Log-in to the SPOT system.
2. Go to System Preferences. Choose Print & Fax.
3. Under the list of printers click +
4. Click the IP Printer button
5. Find the Protocol section and choose IPP for Internet Printing Protocol.
6. Find the Address section and type 192.168.2.1:631. * If using MAC OS 10.3 or earlier, omit: 631 when entering address.
7. For Queue, enter /printers/HP2055.
8. Find Print Using section.
9. Click Select Select a Driver to Use.
10. Select the HP Laserjet 2200.
11. Click Add. If asked about special features, there are none.

After Printer is installed, send print job to the Print Station. Go to Print Station which is beside the column near the Book Return. Click Start. Click last option to show or print jobs. In the Library Number box, type the ID you created earlier. Leave Last Name Box empty. Highlight print job(s). Deposit money in White Money box on floor. Click Print. Click Close.

Q. Can the library help me configure my computer or install a wireless card?
A. Sorry, everyone's computer is different and you're responsible for configuring your own equipment. PC users can get support at the Windows Help and Support center website, http://support.microsoft.com/. Apple user can visit the Apple Support Center website, http://www.apple.com/support/. Support for other wireless devices may be available on the manufacturer's website. If you need access to one of these websites please ask a librarian.