

BNL Computer Registration Instructions

Attendee Instructions - BNL policy requires that all computing devices connected to BNL's network be registered in our Network Access Registration system. If you will be using a computer (laptop, PDA, etc.) to access the internet or any of BNL's networked resources while on-site, and that computer has not been previously registered at BNL, your web browser traffic will be redirected to a web page requesting information about you and your computer. This form **MUST** be completed and submitted **within 30 minutes** of booting your computer, or your network access **will be** terminated. To begin this process, simply open your web browser once you have connected.

To aid you in the registration process, below is a list of the required fields and the information you will need to enter. Completion of fields **not** listed in these instruction is preferred, but not required.

Owner/Primary User Name:

Enter your name in LastName-comma-FirstName format (e.g. Doe, John).

Owner/Primary User Phone:

Enter: 631-344-3056

Owner/Primary User E-mail:

Enter your e-mail address.

Owner/Host Life/Guest Number:

Enter the following conference key: PO-20824

Department:

Select PHYSICS DEPARTMENT from the drop down list provided.

Building Number or Name:

Enter: 911

Room Number or Name:

Enter: Snyder Auditorium

System Type:

Select the system type that best fits your device. If you're unsure, leave the default of WORKSTATION.

Operating System:

Select your computer's operating system from the list provided. If you are unsure, you may select UNKNOWN. If your operating system is not listed, select OTHER.

Secondary Operating System:

The default of NONE is acceptable.

Any other fields on the form will be optional, and can be left blank. Should you experience any difficulties during the registration process, please call our Helpdesk at lab extension 5522.

User Agreement - Screen Capture

Read the User Agreement Notice in your browser and press the [I agree...] button to continue.

Attention

You have reached this page because this computer is not registered in the BNL Network Access Registration database. Please be aware that by registering this machine, you acknowledge that you have read, and agreed to the following:

This is a Federal computer network and is the property of the United States Government. It is for authorized use only. Users (authorized or unauthorized) have no explicit or implicit expectation of privacy.

Any or all uses of this network and all data passing through this network may be intercepted, monitored, recorded, copied, audited, inspected, and disclosed to authorized site, Department of Energy, and law enforcement personnel, as well as authorized officials of other agencies, both domestic and foreign. By using this network, the user consents to such interception, monitoring, recording, copying, auditing, inspection, and disclosure at the discretion of authorized site or Department of Energy personnel.

Unauthorized or improper use of this network may result in administrative disciplinary action and civil and criminal penalties. By continuing to use this system you indicate your awareness of and consent to these terms and conditions of use.

DISCONNECT IMMEDIATELY if you do not agree to the conditions stated in this warning.

[Privacy and Security Notice](#)

Network Access Registration - Screen Capture

Complete all required fields as directed in page one of these instructions, then press the [Submit] button to finish. Please contact your Event Coordinator, or the on-site Helpdesk (laboratory extension 5522) if you experience problems.

BNL Network Access Registration

Attention

If you have reached this page, this computer is not registered for use on the BNL network. Please complete the registration form below to the best of your ability. All **REQUIRED FIELDS** marked with an asterisk (*) **MUST BE COMPLETED**, or you will not be granted access to BNL network resources. Once submitted the form, you will be prompted to reboot. Network access will then work as directed.

If you aren't sure how to answer a specific question, click on the [\[help\]](#) link next to the appropriate field. For general questions, you may also try the [Network Access Registration FAQ](#). Should you experience any difficulties, please call the Helpdesk at x5522.

Owner Primary User's Name* (last name, first name) <input type="text"/>	Administrator's Name (last name, first name) <input type="text"/>
Owner Primary User's Phone* <input type="text"/>	Administrator's Phone <input type="text"/>
Owner Primary User's E-Mail* <input type="text"/>	Administrator's E-Mail <input type="text"/>
Owner Primary User's Lab/Room Number* <input type="text"/>	Administrator's Affiliation Number <input type="text"/>
Owner User's Department* <input type="text"/>	
Building Number* (primary location of the computer) <input type="text"/>	Room Number Number* (e.g. 103 or central room) <input type="text"/>
Asset Number (e.g. 12345-100) <input type="text"/>	System Type* <input type="text"/>
Operating System* <input type="text"/>	Secondary Operating System <input type="text"/>
Network Ownership <input type="radio"/> Personal <input type="radio"/> Other non-BNL organization <input type="radio"/> Other Department of Energy entity <input type="radio"/> BNL (Default unless transfer) <input type="text"/>	Hardware (e.g. Dell Latitude, HP Pavilion, etc.) <input type="text"/>