

SAYRE AREA SCHOOL DISTRICT TECHNOLOGY TIPS

LAPTOP BASICS (WITHIN SAYRE NETWORK)

Purpose

To go over the basics on how to access the Sayre Area School District Wireless Network using a Windows 7 Laptop.

Wireless

All of the SASD Buildings have wireless.

Please note that SASD supports only the wireless in these buildings, not anyone's home wireless or non-SASD computers (ex. outside vendors).

Logging Into the SASD Network via Wireless Access

To access the wireless ability, you must first be connected to the network. There are different computers with different ways of connecting to the network.

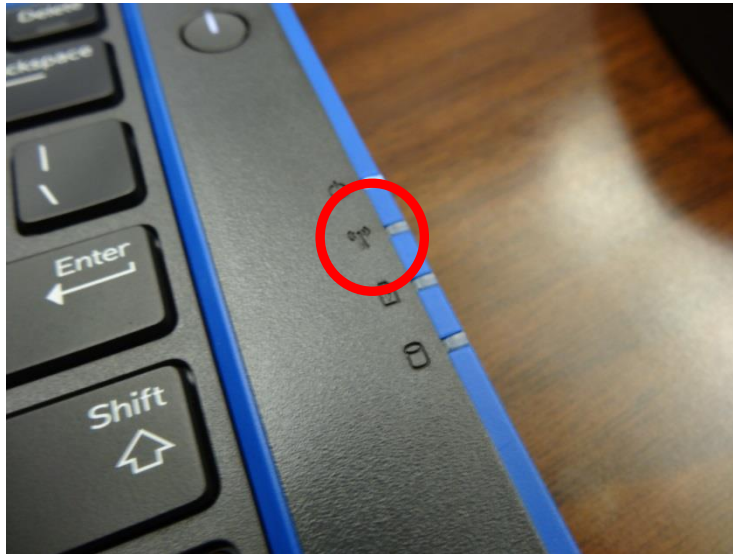
1. Dell 3340



This is the light that needs to be light up.

If the light next to the "wireless" light is illuminated, you are connected.

If it looks like this:



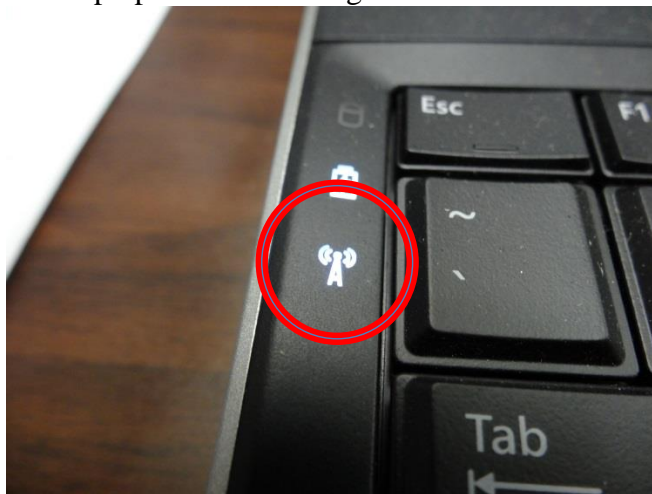
Then, you are not connected. To connect, hold down **Fn+PrtScn.**



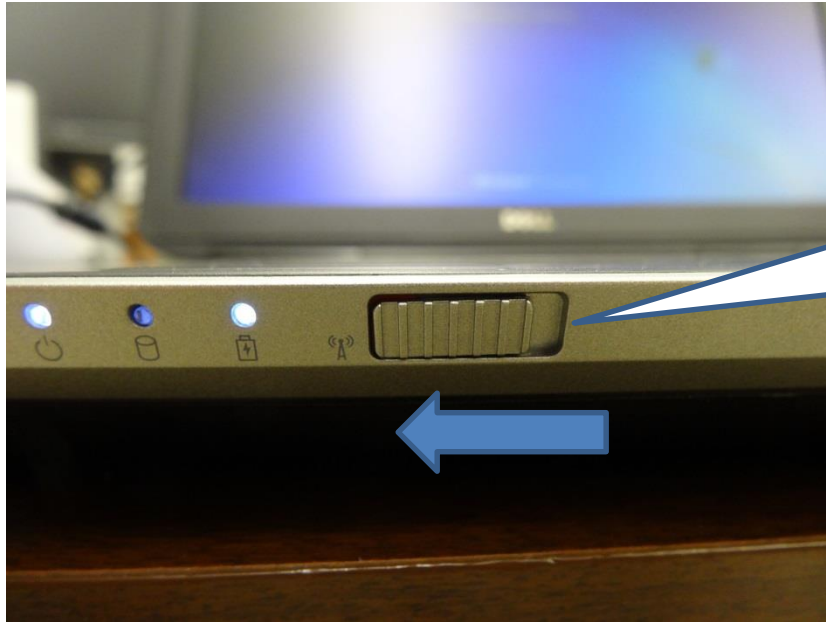
The light should then come on and stay illuminated solidly.

2. Dell E5530

This laptop has a similar light that needs to be illuminated to be connected.

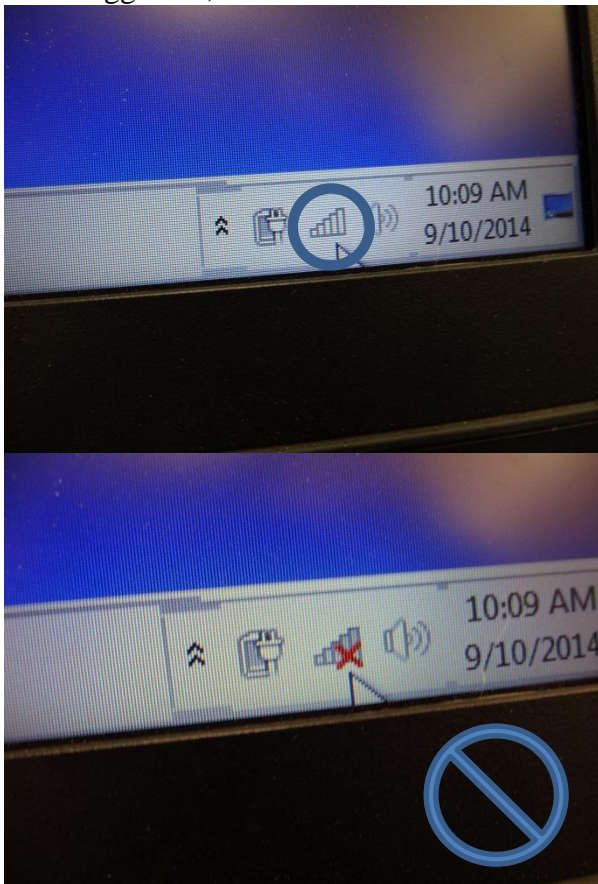


If it is not connected, you must make sure the button on the front of the laptop is turned on to the left.



Push this button to the left.

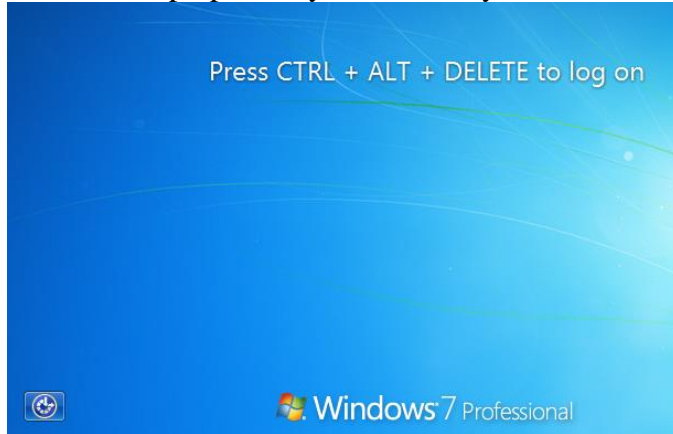
Once logged on, make sure the icon in the bottom right of the screen is showing the bars.



Not like this.

Please Note: In order to use the SASD wireless network → you must have a valid user account and you must use a SASD computer. Students and teachers may only access the Internet and their network resources once they have logged into the wireless network.

Wait until Laptop is fully booted and you see the following screen



Hold the **CTRL** & **ALT** keys down and then press the **Delete** key on your keyboard – the following sample screen will appear:



Click on OK

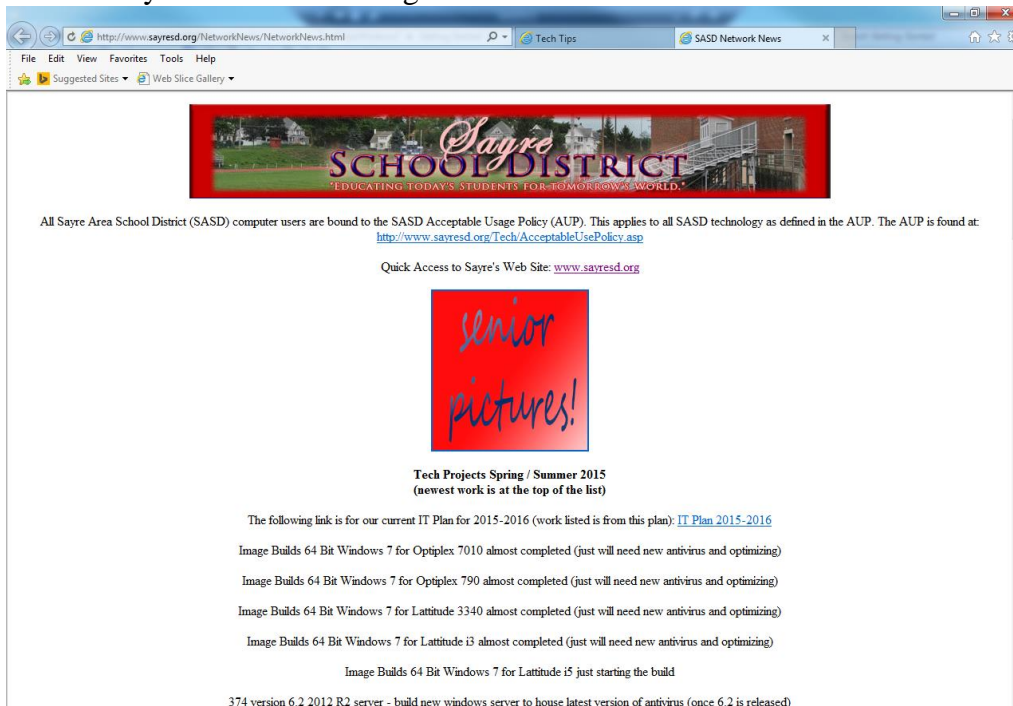


Must be SAYRESD – if not click on the “How do I log on to another domain?” and follow the instructions

Enter your **username** & **password**

For students – its your graduation year followed by your first initial plus your full last name.\

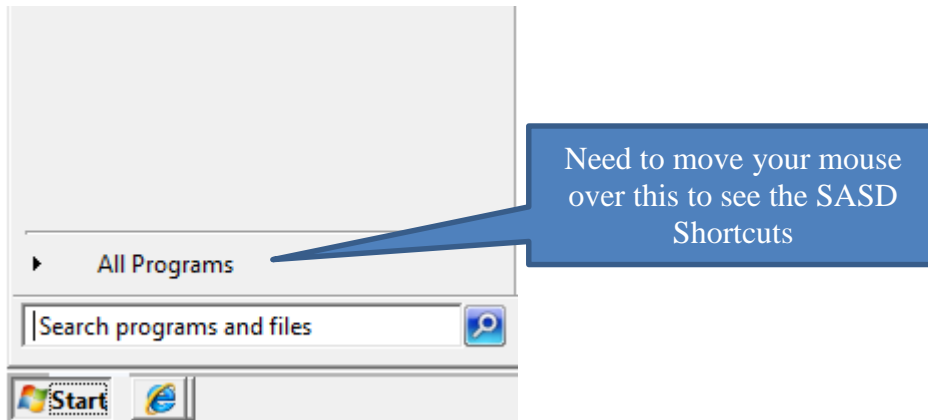
Wait until you see the following screen:



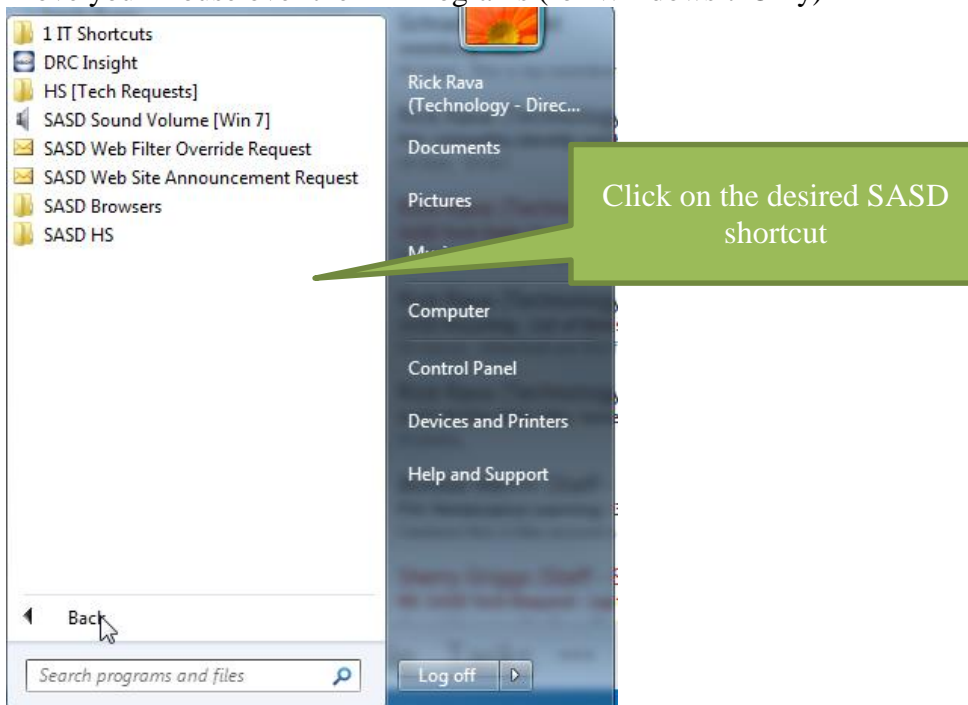
You know you are connected when you see the above screen

To access the SASD Shortcuts – please do the following

Click on the Start Button



Move your mouse over the All Programs (for Windows 7 Only)



This will result in the SASD Shortcuts appearing. Now just click on the desired shortcut.

To log into a particular laptop locally - Please follow these steps

To login outside the SASD network use “sasd” (username) “sasd” (password).

However, since “sasd” is a local account you will need to switch from the domain to the local computer:

Use “.\sasd” for the username

