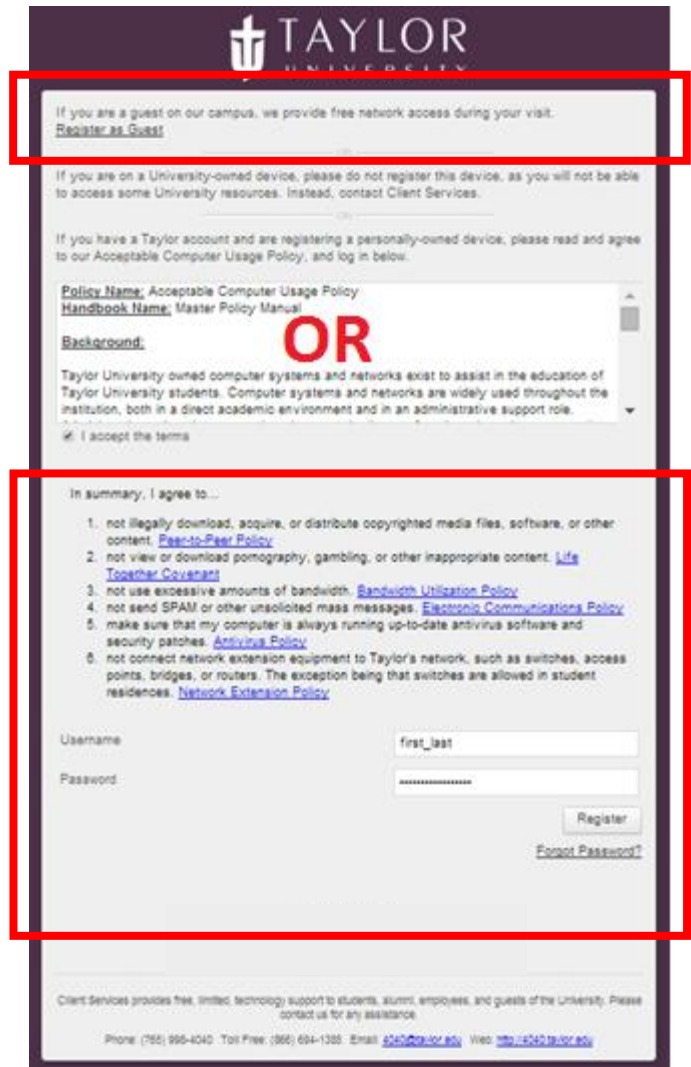


## T.U.C.A.N. Device Registration

For security purposes, any device connecting to Taylor’s network must be registered with Taylor’s T.U.C.A.N. Registration System. Once registered, devices receive internet access.

### To register a device on Taylor’s network:

- Connect to either Taylor’s wired or wireless (T.U.C.A.N.) network
- Launch an internet browser, and browse to <http://my.taylor.edu>. You should be automatically redirected to Taylor’s TUCAN device registration system.
- Choose the appropriate path:
  - Guest-Owned (link at top)
    - Takes you to Guest Registration
    - No username/password required
    - Instructions below
  - Student/Employee-Owned (enter password at bottom)
    - Requires a Taylor username and password
    - Instructions below
  - University-Owned
    - Requires special handling by IT
    - Contact 4040 for assistance
  - Student/Employee-Owned (non-web enabled devices)
    - Use for devices such as TVs and printers
    - Instructions below



If you are a guest on our campus, we provide free network access during your visit.  
[Register as Guest](#)

If you are on a University-owned device, please do not register this device, as you will not be able to access some University resources. Instead, contact Client Services.

If you have a Taylor account and are registering a personally-owned device, please read and agree to our Acceptable Computer Usage Policy, and log in below.

Policy Name: Acceptable Computer Usage Policy  
Handbook Name: Master Policy Manual

**OR**

Background:  
Taylor University owned computer systems and networks exist to assist in the education of Taylor University students. Computer systems and networks are widely used throughout the institution, both in a direct academic environment and in an administrative support role.

I accept the terms

In summary, I agree to...

- not illegally download, acquire, or distribute copyrighted media files, software, or other content. [Peer-to-Peer Policy](#)
- not view or download pornography, gambling, or other inappropriate content. [Life Together Covenant](#)
- not use excessive amounts of bandwidth. [Bandwidth Utilization Policy](#)
- not send SPAM or other unsolicited mass messages. [Electronic Communications Policy](#)
- make sure that my computer is always running up-to-date antivirus software and security patches. [Antivirus Policy](#)
- not connect network extension equipment to Taylor's network, such as switches, access points, bridges, or routers. The exception being that switches are allowed in student residences. [Network Extension Policy](#)

Username:

Password:

[Forgot Password?](#)

Client Services provides free, limited, technology support to students, alumni, employees, and guests of the University. Please contact us for any assistance.  
Phone: (765) 995-4040 Toll Free: (866) 694-1385 Email: [4040@taylor.edu](mailto:4040@taylor.edu) Web: [4040.taylor.edu](http://4040.taylor.edu)

## Guest-Owned

- Provide the information requested including an email address TUCAN will use to verify your identity
- Accept Taylor's Acceptable Computer Usage terms (Taylor's internet access is filtered for objectionable content)
- Click Register by Email. You will be granted 10 minutes of internet access.
- Log into your email
- Locate an email from network@taylor.edu
- Click the link inside the email to extend your network access to 3 days. DO NOT SKIP THIS STEP.

**TAYLOR UNIVERSITY**

### Guest Registration

Taylor's guest network is provided exclusively for the convenience of University guests and visitors. If you have an active Taylor user account (e.g. you are a current student or employee of the University), please do not register your device as a guest.

Access implies no guarantee of reliability, speed or privacy; this network is provided for the express purpose of facilitating Internet communication. Use implies agreement with all terms and conditions of appropriate behavior as listed in our [Acceptable Computer Usage Policy](#).

**First Name\***

**Last Name\***

Company or Organization

Phone Number

**Email Address\***

**Policy Name:** Acceptable Computer Usage Policy  
**Handbook Name:** Master Policy Manual

**Background:**  
Taylor University owned computer systems and networks exist to assist in the education of Taylor University students. Computer systems and networks are widely used throughout the institution, both in a direct academic environment and in an administrative support role. Administration, education, research and communication are functions that rely on computing and networked technology to accomplish their goals. At Taylor University, network access is provided to all students, faculty, staff, and guests of the University.

I accept the terms

After clicking **Register**, you will be given temporary network access for 10 minutes. During that time, you **MUST**:

- Log in to the email account you referenced and;
- Click on the link emailed to you to validate your network access.

Failing to complete this process within the specified timeframe will result in **loss of network access**.

Client Services provides free, limited, technology support to students, alumni, employees, and guests of the University. Walk-up help is available at the Technology & Learning Connection on the main level of Zondervan Library.

[Contact Information](#)

## Student/Employee-Owned

- Accept Taylor's network usage terms
- Enter Taylor username and password
- Click Register
- Registration should be confirmed

The screenshot shows the Taylor University network registration page. At the top is the Taylor University logo. Below it, there are three sections of text: one for guests, one for University-owned devices, and one for users with Taylor accounts. A scrollable area contains the 'Policy Name' (Acceptable Computer Usage Policy) and 'Handbook Name' (Master Policy Manual). Under 'Background', there is a paragraph about Taylor University's computer systems and networks. A red box highlights the registration form, which includes a checked checkbox for 'I accept the terms', a summary of the terms, and input fields for 'Username' (with a placeholder 'first\_last') and 'Password'. A 'Register' button and a 'Forgot Password?' link are also visible.

If you are a guest on our campus, we provide free network access during your visit. [Register as Guest](#)

OR

If you are on a University-owned device, please do not register this device, as you will not be able to access some University resources. Instead, contact Client Services.

OR

If you have a Taylor account and are registering a personally-owned device, please read and agree to our Acceptable Computer Usage Policy, and log in below.

**Policy Name:** Acceptable Computer Usage Policy  
**Handbook Name:** Master Policy Manual

**Background:**

Taylor University owned computer systems and networks exist to assist in the education of Taylor University students. Computer systems and networks are widely used throughout the institution, both in a direct academic environment and in an administrative support role.

I accept the terms

In summary, I agree to...

1. not illegally download, acquire, or distribute copyrighted media files, software, or other content. [Peer-to-Peer Policy](#)
2. not view or download pornography, gambling, or other inappropriate content. [Life Together Covenant](#)
3. not use excessive amounts of bandwidth. [Bandwidth Utilization Policy](#)
4. not send SPAM or other unsolicited mass messages. [Electronic Communications Policy](#)
5. make sure that my computer is always running up-to-date antivirus software and security patches. [Antivirus Policy](#)
6. not connect network extension equipment to Taylor's network, such as switches, access points, bridges, or routers. The exception being that switches are allowed in student residences. [Network Extension Policy](#)

Username

Password

[Forgot Password?](#)

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Phone: (765) 998-4040 Toll Free: (866) 694-1385 Email: [4040@taylor.edu](mailto:4040@taylor.edu) Web: <http://4040.taylor.edu>

The screenshot shows the Taylor University network access confirmation page. At the top is the Taylor University logo. Below it, there is a message: 'Your network access is currently being enabled. Once network connectivity is established you will be automatically redirected.' A progress bar is shown below the message. Underneath, there is a section for 'Network Information:'. At the bottom, there is contact information for Client Services, including phone, toll-free number, email, and website.

**TAYLOR UNIVERSITY**

Your network access is currently being enabled. Once network connectivity is established you will be automatically redirected.

Network Information:

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## Non-Web Enabled

- Requires Taylor username and password
- Browse to <https://packetfence.campus.tayloru.edu/status>
- Accept Taylor's network usage terms
- Enter Taylor username and password
- Click Login

Your Network Access Status

This device is not currently registered on our network.  
Login to manage registered devices

Acceptable Usage Policy  
**Policy Name:** Acceptable Computer Usage Policy  
**Handbook Name:** Master Policy Manual

**Background:**  
Taylor University owned computer systems and networks exist to assist in the education of Taylor University students. Computer systems and networks are widely used throughout the institution, both in a direct academic environment and in an administrative

I accept the terms

In summary, I agree to...

1. not illegally download, acquire, or distribute copyrighted media files, software, or other content. [Peer-to-Peer Policy](#)
2. not view or download pornography, gambling, or other inappropriate content. [Life Together Covenant](#)
3. not use excessive amounts of bandwidth. [Bandwidth Utilization Policy](#)
4. not send SPAM or other unsolicited mass messages. [Electronic Communications Policy](#)
5. make sure that my computer is always running up-to-date antivirus software and security patches. [Antivirus Policy](#)
6. not connect network extension equipment to Taylor's network, such as switches, access points, bridges, or routers. The exception being that switches are allowed in student residences. [Network Extension Policy](#)

Username:

Password:

Login

[Forgot Password?](#)

Network Information:

- Previously registered devices should be listed
- Click Device Registration to register a new device

TAYLOR UNIVERSITY

Your Network Access Status

This device is not currently registered on our network.

**Your registered devices**

MAC ADDRESS	OS TYPE	REGISTRATION DATE	
	Smartphones/PDAs/Tablets	2014-08-09 19:31:51	<input type="button" value="Unregister"/>

Use the Device Registration link below to manually register devices without a browser.  
(e.g. game consoles, printers, and networked media devices)

Network Information:

Client Services provides free, limited, technology support to students, alumni, employees, and guests of the University. Please contact us for any assistance.

Phone: (785) 998-4040 Toll Free: (866) 694-1385 Email: [4040@taylor.edu](mailto:4040@taylor.edu) Web: <http://4040.taylor.edu>

- Enter MAC Address
  - If you need help finding it, try reading the MAC Address Location Tutorial
- Click Register

**TAYLOR UNIVERSITY**

Device MAC address

**MAC Address Requirements:**

- MAC addresses contain 12 characters between A-F and 0-9.
- Example 1: 0a1b2c3d4e5f
- Example 2: 0a:1b:2c:3d:4e:5f
- Example 3: 0a-1b-2c-3d-4e-5f

**MAC Address Registration Troubleshooting:**

- Make sure your device is connected to the network.
- Make sure the device is turned on.
- Make sure the MAC Address has been typed in correctly.
- How to find your MAC Address on your device. [MAC Address Location](#)
- For further troubleshooting help, please contact Client Services or submit a ticket to [4040@taylor.edu](mailto:4040@taylor.edu).

Network Information:

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- You have successfully registered your device
  - The process may take a minute or so. If you experience trouble, restart your device.

**TAYLOR UNIVERSITY**

The MAC address 00:21:5c:61:18:07 has been successfully registered.

Network Information:

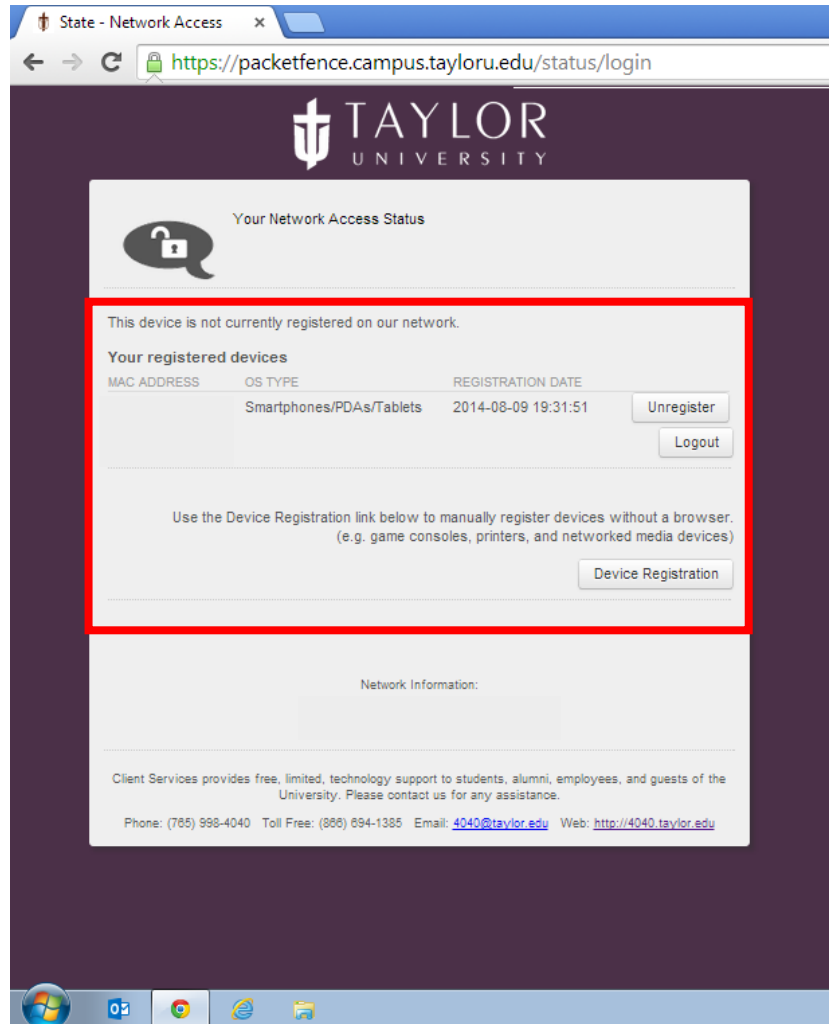
---

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## Check the Status of your Registrations

- Browse to <https://packetfence.campus.tayloru.edu/status>
- Log in



## Troubleshooting:

Taylor's network is designed to use Windows and Apple default network settings. If you can't access the T.U.C.A.N. Registration System:

- Make sure your wireless network adapter is enabled (some laptops have physical switches, some use software to enable/disable the wireless adapter) and that it recognizes and is connected to Taylor's T.U.C.A.N. network.
- Make sure you have DHCP enabled.
- Some laptops enable Ad Hoc wireless connections by default. For security reasons, be sure to disable it.
- Try clearing your internet browser cache or rebooting your computer.

If you continue to have difficulty, 4040 is happy to help. Bring your device to the Technology & Learning Connection on the main level of Zondervan Library or email us at [4040@tayloru.edu](mailto:4040@tayloru.edu).