Connecting the Device for Off Campus Use

This laptop will automatically connect to the Aims Secure Student wifi using your MyAims credentials (username and password). You must login to the device on campus the first time in order to use it off campus. After the initial login you must login to the device at least once every 7 days to continue using the device off campus otherwise it will erase your user information.

Connecting to a Wireless Network

To connect to a wireless network, follow these steps:

1. Look for the wireless network icon in the system tray located in the lower right-hand side of the screen next to the clock and date.
   - At least one wireless network is available and in range.
   - You are currently connected to a wireless network.
   - There are no wireless networks available or in range.
2. Click on the wireless network icon to view a list of available wireless networks in range, as shown to the right.
3. Click on the wireless network to which you want to connect.

Please note: If the wireless network you are connecting to is unsecured, a message will appear stating “Information sent over this network might be visible to others.” Click the Connect button to continue.

4. You are now connected to the wireless network!

Please note: You will need to do this every time the computer is turned on or restarted.

Checkout Information and Policies

1. This laptop checks out for 3 weeks. The date due appears on the check-out receipt.
2. On the due date, the laptop must be returned before the Learning Commons closes. There may be shortened loan periods before holiday breaks or the end of a school term.
3. If the laptop is overdue
   a. A financial hold may be placed on your account
   b. If it is overdue for 3 days:
      i. Full replacement cost of the laptop and accessories + $5.00 processing is charged to you.
      ii. A financial hold for the full amount is placed on your account.
      iii. You are referred to the Dean of Student Services for possible disciplinary action.

Total Cost of Laptops:

<table>
<thead>
<tr>
<th>Laptop</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dell</td>
<td>$1365.00</td>
</tr>
<tr>
<td>Lenovo</td>
<td>$1465.00</td>
</tr>
<tr>
<td>MAC</td>
<td>$1610.00</td>
</tr>
<tr>
<td>Chromebook</td>
<td>$663.00</td>
</tr>
<tr>
<td>iPad Air</td>
<td>$455.00</td>
</tr>
<tr>
<td>iPad Pro</td>
<td>$948.00</td>
</tr>
</tbody>
</table>

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