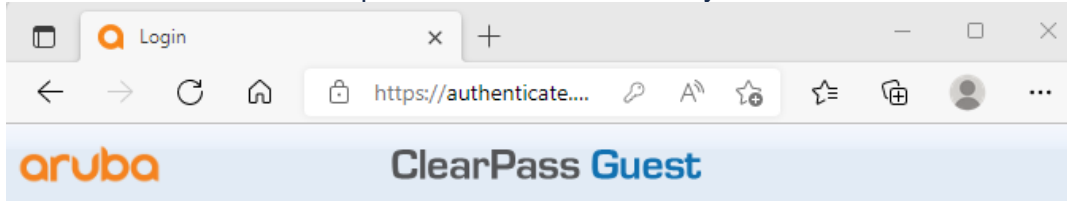


How to create a 'BCL-GuestWifi' Account

These are instructions to create an account for the **BCL-Guest** wifi service.

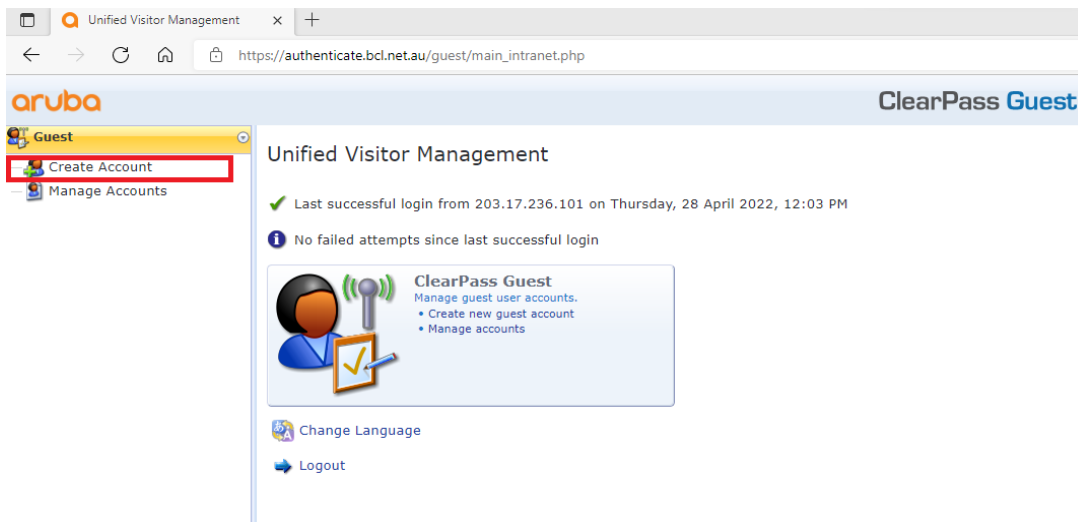
1. Login to ClearPass Policy Manager - <http://questwifi.bcl.net.au>
 - Username = **vicbar.com.au** email address
 - Password = password associated with your email address



| Operator Login | |
|---------------------------------------|--|
| Username: | <input type="text" value="xxxxx@vicbar.com.au"/> |
| Password: | <input type="password" value="....."/> |
| <input type="button" value="Log In"/> | |

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2. Click on **Create Account**



3. Populate the details of the guest user


Home » Guest » Create Account


Create Guest Account

New guest account being created by @vicbar.com.au.

| Create New Guest Account | |
|---------------------------------------|---|
| * Guest's Name: | <input type="text" value="John Smith"/> <small>Name of the guest.</small> |
| Phone Number: | <input type="text" value="0412345678"/> <small>The guest's phone number.</small> |
| * Company Name: | <input type="text" value="Company One"/> <small>Company name of the guest.</small> |
| * Email Address: | <input type="text" value="xxxx@gmail.com"/> <small>The guest's email address. This will become their username to log into the network.</small> |
| Account Activation: | <input type="text" value="Now"/> <small>Select an option for changing the activation time of this account.</small> |
| Account Expiration: | <input type="text" value="1 week from now"/> <small>Select an option for changing the expiration time of this account.</small> |
| Password: | <input type="text" value="65b2m67nbe"/> |
| Notes: | <input type="text"/> |
| * Terms of Use: | <input checked="" type="checkbox"/> I am the sponsor of this account and accept the terms of use |
| <input type="button" value="Create"/> | |

* required field

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4. Click on **Create**

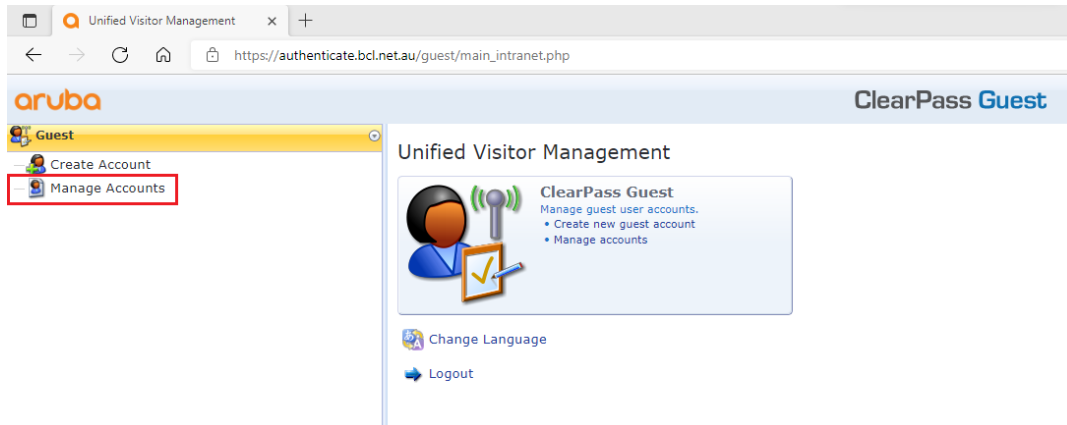
| |
|---------------------------------------|
| <input type="button" value="Create"/> |
|---------------------------------------|

5. Click on **Send SMS receipt** located on the top right of the page

-
-
-
-
-

Managing Accounts

- If changes are needed to the created account, click on **Manage Accounts**









- Clicking on the user will provide additional settings

Home » Guest » Manage Accounts

Manage Guest Accounts

The following table shows the guest accounts that have been created. Click an account to modify it.

| Quick Help | | Create | | |
|--|---|--|---|--------------------|
| Filter: | | <input type="text"/> | | |
| Username | Role | State | Activation | Expiration |
|  @gmail.com | BCL_Guestv2_GuestUser | Active | 21 minutes ago | 2022-04-29 12:46 |
|  Reset password |  Change expiration |  Remove |  Print | |
|  Refresh | | 1 | | Showing 1 - 1 of 1 |
| | | | | 20 rows per page |

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