Important: This configuration is only for devices used by individual staff members. You will need to create a passcode while following the steps. It is critical to remember your passcode. If it is entered incorrectly too many times, the device will be completely erased.

1. Tap the **Settings** icon, then **Wi-Fi**.
2. If **Wi-Fi** is **OFF**, toggle the switch to turn it **ON**.
3. Tap the name of the **4jwireless** network to connect.
4. You will be taken to the Shibboleth login page. Enter your username and password and tap the **Go** button.
5. Push the button just below the iPod’s screen to exit.
6. Tap the **Safari** icon. If a list of **Bookmarks** or **History** appears, just click the **Done** button to dismiss it.
7. In the address field, type `4j.lane.edu/cis/zimbra/mobile` and tap the **Go** button.
8. Tap the link titled **iPhone/iPod Touch Configuration**.
9. On the following screen click the **Install** button.
10. Click **Install Now** when prompted.
11. Enter your **username** when prompted and tap **Next**.
12. Enter your **password** when prompted and tap **Next**.
13. Enter your entire **email address** and tap **Next**.
14. Enter your **email address** again and tap **Next**.
15. Enter your **password** again and tap **Next**.
16. Make up a **passcode** to protect your information and tap **Next**.
17. Repeat the **passcode** to verify it and tap **Next**.
18. In the **Profile Installed** screen, tap **Done**.
19. Push the button below the iPod’s screen to exit.
20. Tap the **Settings** icon, then **Wi-Fi**.
21. Tap the blue arrow next to the **4jwireless** network.
22. Tap the **Forget this Network** button.
23. Tap **4jauth** to join this network instead.
24. Push the button just below the iPod’s screen to exit.

Your device will now automatically log into wireless and the Internet in any building where the **4jauth** network is available.

25. Open the **Mail** app and verify that you are able to access your 4J email account.