

MyDevices User Guide:

Connecting Devices to GC-WiFi



Contents

Introduction	3
Access the MyDevices site	4
Registering a device	5
Questions?	9

[Introduction](#)

MyDevices is a web application used for registering up to five (5) personal devices to your user profile, and allows access for devices that might not normally be able to connect to the new wireless portal.

Note you must already have a device with access to the GC-WiFi wireless network to use the MyDevices web application. Below are instructions on how to navigate the registration page and add your devices.

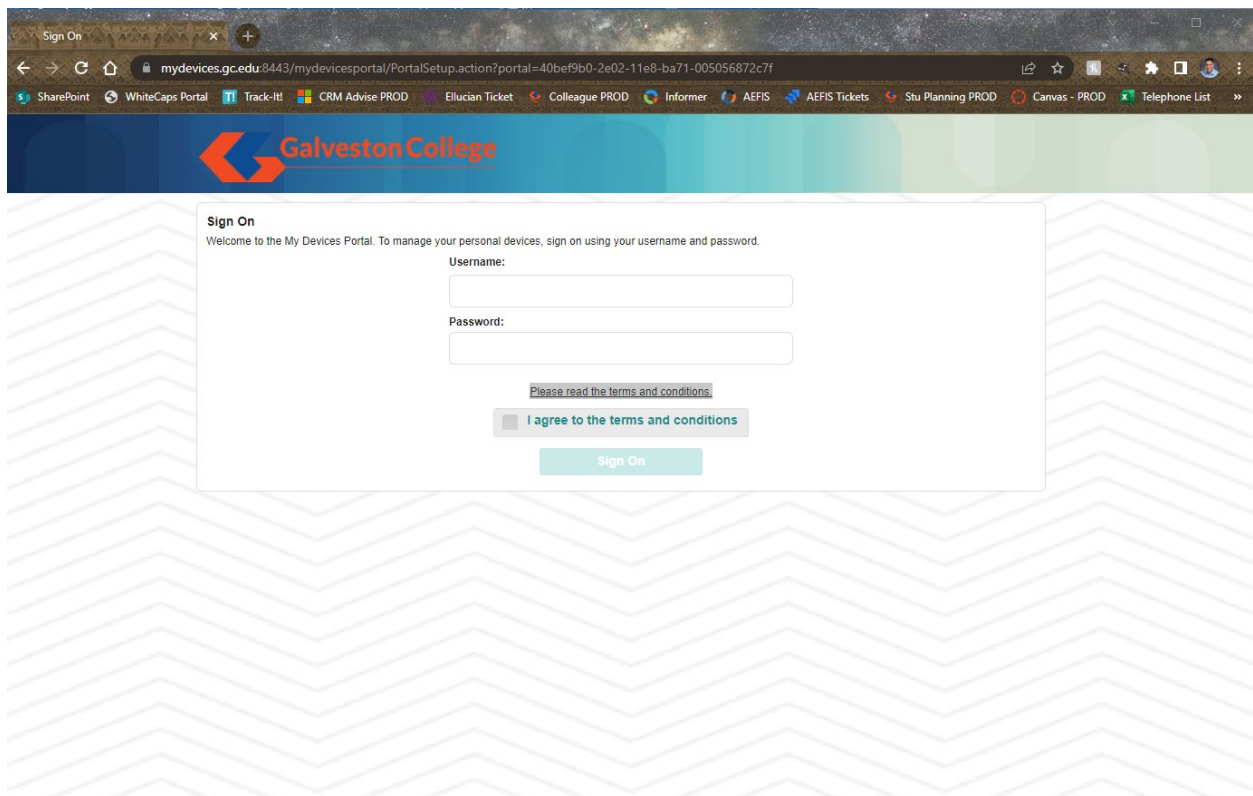
If you need assistance, please contact or stop by the IT Service Desk, located on the first floor of Regents Hall in room R-120, during normal business hours for details.

Access the MyDevices site

1. Open your preferred web browser from an already connected mobile workstation or device and navigate to the MyDevices website using the following URL:

<https://mydevices.gc.edu/>

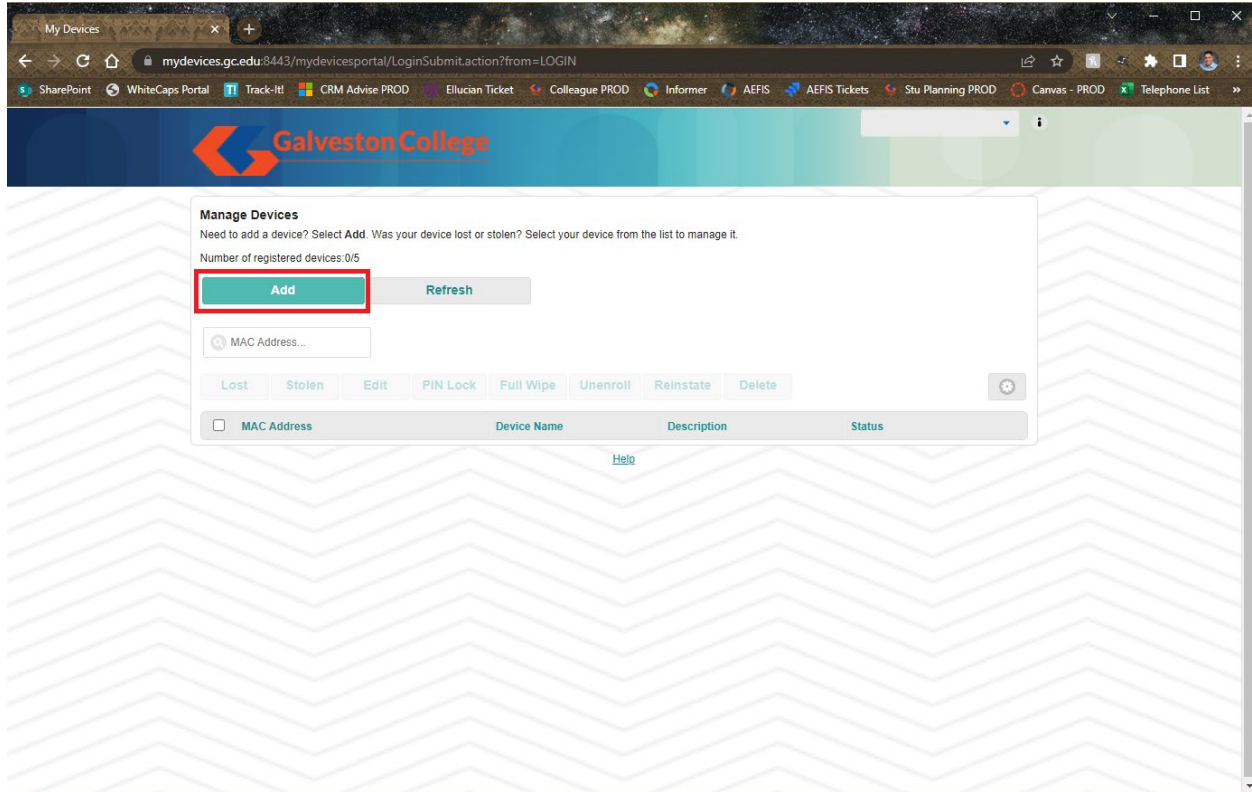
2. You will be prompted to log into the site using your username or email address and password. Before logging in, click on the “Please read the terms and conditions” link to review the Acceptable Use Policy. After reviewing, return to the login page and input your login credentials, click on the checkbox to accept the terms and conditions, and click on the “Sign On” button.



The screenshot shows a web browser window with the URL mydevices.gc.edu:8443/mydevicesportal/PortalSetup.action?portal=40bef9b0-2e02-11e8-ba71-005056872c7f. The browser's address bar and tabs are visible at the top. The page features the Galveston College logo and a sign-on form. The form includes a title "Sign On", a welcome message, fields for "Username:" and "Password:", a link for "Please read the terms and conditions", a checkbox for "I agree to the terms and conditions", and a "Sign On" button. The background of the page has a repeating chevron pattern.

Registering a device

1. After logging in, you will be able to register up to five (5) devices under your profile by clicking on the “Add” button.



2. Fill out the add device screen with the following information:
 - a. **Device name** – Input the name of the device you are attempting to register to your profile.
 - b. **Device ID** – Go to your device’s settings and locate the MAC address or Wi-Fi address. It consists of 6 alphanumeric number pairs separated by colons such as AA:BB:CC:11:22:33. Instructions for finding this information may vary. Please consult your manufacturer for more details.
 - c. **Description** – Input additional information to help differentiate between devices.

The screenshot shows a web browser window with the URL `mydevices.gc.edu:8443/mydevicesportal/AddDevicePreload.action?from=MY_DEVICES_HOME`. The page header features the Galveston College logo. The main content is a form titled "Add Device" with the following fields and values:

- Device name:** My Tablet
- Device ID:** AA:BB:CC:11:22:33
- Description:** Personal tablet for video streaming.

At the bottom of the form, there are two buttons: "Submit" (highlighted with a red box) and "Cancel". A "Help" link is also visible below the form.

After all of the information is provided, click on the “Submit” button to register your device.

3. After adding your devices, the status column will inform you of the status of each device. A status of "Pending" indicates that the device is still not provisioned. It may take up to twenty minutes for the provisioning process to complete. After it connects to the network and it is finished processing, the status of your device will change to "Registered".

The screenshot shows a web browser window with the URL `mydevices.gc.edu:8443/mydevicesportal/LoginSubmit.action?from=LOGIN`. The page header features the Galveston College logo and navigation links for various systems like SharePoint, WhiteCaps Portal, and CRM Advise PROD. The main content area is titled "Manage Devices" and includes instructions on adding or managing devices. Below the instructions is a table with columns for "Lost", "Stolen", "Edit", "PIN Lock", "Full Wipe", "Unenroll", "Reinstate", and "Delete". A table below this lists five devices, each with a checkbox, MAC Address, Device Name, Description, and Status. The "Status" column for all devices is "Pending" and is highlighted with a red box. A "Help" link is located below the table.

<input type="checkbox"/>	MAC Address	Device Name	Description	Status
<input type="checkbox"/>	11-AA-22-BB-33-CC	My Tablet	Personal tablet for video streaming.	Pending
<input type="checkbox"/>	22-AA-33-BB-44-CC	My smart watch	Personal watch to track fitness goals.	Pending
<input type="checkbox"/>	33-AA-44-BB-55-CC	My cellphone	Personal cellphone for daily use.	Pending
<input type="checkbox"/>	44-AA-55-BB-66-CC	My gaming console	Personal gaming device for recreational use.	Pending
<input type="checkbox"/>	55-AA-66-BB-77-CC	My smart television	Personal television for watching my favorite shows.	Pending

4. If you attempt to add a device after the limit is reached, you will be provided the error message below. To resolve, you must remove one of the previously registered devices by selecting the checkbox on the left-hand side and select the “Delete” button:

The screenshot shows a web browser window with the URL `mydevices.gc.edu:8443/mydevicesportal/LoginSubmit.action?from=LOGIN`. The page header features the Galveston College logo. The main content area is titled "Manage Devices" and contains an error message: "You cannot add this device because you have reached the maximum number of devices. If you want to add a new device, delete another one first." Below the error message, there is a section for adding a new device with an "Add" button and a "Refresh" button. A "MAC Address..." input field is present. A row of action buttons includes "Lost", "Stolen", "Edit", "PIN Lock", "Full Wipe", "Unenroll", "Reinstate", and "Delete". The "Delete" button is highlighted with a red box. Below the buttons is a table of registered devices with columns for "MAC Address", "Device Name", "Description", and "Status". The first row is selected with a checked checkbox. A "Help" link is located at the bottom of the table.

Manage Devices

You cannot add this device because you have reached the maximum number of devices. If you want to add a new device, delete another one first.

Need to add a device? Select Add. Was your device lost or stolen? Select your device from the list to manage it.

Number of registered devices 5/5

Add Refresh

MAC Address...

Lost Stolen Edit PIN Lock Full Wipe Unenroll Reinstate **Delete**

MAC Address	Device Name	Description	Status
<input checked="" type="checkbox"/> 11:AA:22:BB:33:CC	My Tablet	Personal tablet for video streaming.	Pending
<input type="checkbox"/> 22:AA:33:BB:44:CC	My smart watch	Personal watch to track fitness goals.	Pending
<input type="checkbox"/> 33:AA:44:BB:55:CC	My cellphone	Personal cellphone for daily use.	Pending
<input type="checkbox"/> 44:AA:55:BB:66:CC	My gaming console	Personal gaming device for recreational use.	Pending
<input type="checkbox"/> 55:AA:66:BB:77:CC	My smart television	Personal television for watching my favorite shows.	Pending

[Help](#)

Questions?

If you have questions or need assistance regarding the MyDevices web application, please stop by the IT Service Desk in room R-120 or contact us via email (servicedesk@gc.edu) or by phone (409-944-1352) during normal business hours.