Creating a single QM-Guest account

These are the steps for creating a single wireless network account for your visitor to gain internet access while at QMUL.

Requirements
o   Access to your QMUL email account
o   QMUL username and password

Steps for creating a single QM-Guest account
1.   Go to: https://qm-provisioning.its.qmul.ac.uk/guest/
2.   Enter your QMUL username and password and click **Log In**.
3.   On the page that opens, click on '**Create New Guest Account**' from the menu.
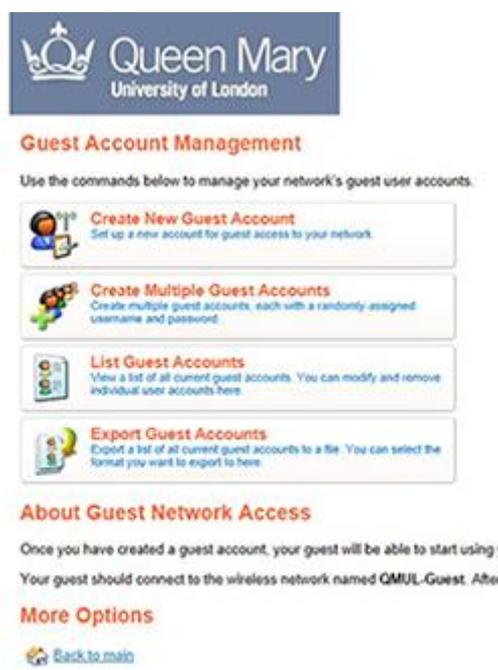
4.   A form will open and you can enter the details of your visitor and choose how long to activate their temporary account. The 'Company Name' field can be left blank, but all other information is required.

5.	You need to tick that you agree to the **Terms of Use** and then click on **Create Account**. You will then see a page showing the details of the QM-Guest account you have created.

6.	You can print the details for your visitor by clicking on **Open print window using template…** and then selecting **One account per page** from the drop down menu. Click **Print**.

The guest account was successfully created.

New Visitor Account Receipt	
Guest Username:	bob.smith@smithent.com
Guest Password:	09249173
Account Status:	Active
Account Activation:	Friday, 08 November 2013, 4:30 PM
Account Expiration:	Account will expire at Friday, 08 November 2013, 5:30 PM
Sponsor's Name:	aaw244

Open print window using template... ∨

Back to guests

Back to main

7.	When you are finished, you can go back to the main menu by clicking on the **Back to guests** link at the bottom of the screen. Or to sign out, click on the **Back to main link**, and then click on Logout.