

# Louisiana College Self Registration

1. Go to [https://nac.lacollege.edu/self\\_registration](https://nac.lacollege.edu/self_registration)



Registration System Administration

Please enter your network login credentials to access this service. Students, faculty, and staff use your network user id and password you were assigned. Guests must use the guest registration process.

\*User Name:   
\*Password:

Login

2. Log into the website with your Louisiana College credentials (i.e. firstname.lastname)



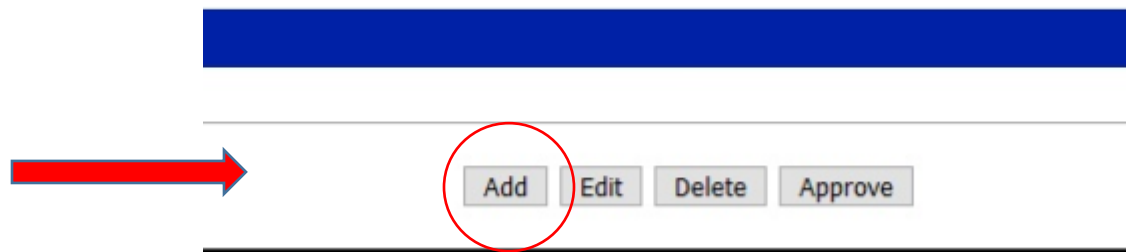
\*User Name:   
\*Password:

Login

3. Once you are logged in, this page will list your devices that are currently registered and their status.

The screenshot shows the 'Enterprise Registration Center' interface. At the top, there is a navigation bar with a 'Devices' tab and a 'Logout jessica.watkins' link. Below the navigation bar, a welcome message reads 'Welcome to the Enterprise Registration Center'. A central instruction states: 'Please enter the MAC Address of the device you would like to add to the network. Note that by placing this device onto the network, you accept responsibility for this device. If you are unsure of where to find the MAC address of your device, please contact the helpdesk.' Below this, there is a table with the following columns: 'MAC Address', 'State', and 'Description'. The table contains one row with a redacted MAC address and a state of 'Approved'. To the right of the table is a 'Filter Results' input field with an 'Apply' button. Below the table, there are four buttons: 'Add', 'Edit', 'Delete', and 'Approve'. The 'Add' button is highlighted with a red circle and a red arrow pointing to it from the left. The text 'Displaying 1 - 1 of 1' is visible at the bottom right of the table area.

4. To register a new device, Click Add.



5. Enter your User Name (first.last) along with the MAC Address (i.e. a1:b2:c3:d4:e5:f6) and Description. Make sure you input the correct MAC Address (Wired -LAN or Wireless). If you need help finding your MAC Address, please see “ How To Access MAC Address ”



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User Name:

\*MAC Address:

Description:

6. Click Submit
7. Once you have submitted, you can close the browser.