

# Connecting your cell phone, personal tablet, or personal laptop to the MPS WIFI

Before you can connect to the district WIFI, **you must be an active staff member**. If you do not have an active MPS email account, you are unable to access the Staff WIFI network.

## On iPhone/iPad:

1. Tap the **Settings** icon, which looks like a gray gear, from your home screen.
2. Tap the section near the top labeled **Wi-Fi**.
3. Make sure Wi-Fi is enabled, which will have a green toggle switch to show it's turned on.
4. See the list of all nearby Wi-Fi networks that your smartphone detects under **Network**.
5. Select the network: **Staff**
6. Type in your username: This is your full MPS email address: (example@mps-edu.org)
7. Enter your password when prompted: This is the same password you use to log into your school PC and email.
8. Wait for the device to connect. A screen will appear asking you to **Trust Certificates**. Click the **Trust Certificates button**.

## On Android:

Be aware not all Android phones are set up the exact same, so some of these steps may vary slightly among models from Google, LG, Moto, Samsung and other manufacturers.

1. Swipe down from the very top of your Android phone's home screen and you'll see the Wi-Fi symbol near the top. If this swipe down action doesn't work for some reason, you can also tap the **Settings** icon that looks like a gray gear on your home screen.
2. Tap and hold the Wi-Fi symbol. If you're already connected to a Wi-Fi network, it will be listed under **Current network**.
3. Make sure that Wi-Fi is enabled by tapping the toggle switch to **On** if you're not connected to your Wi-Fi network. Some phones may skip that step and ask you to **Add network**.
4. After your phone scans for nearby networks,. Select the network: **Staff**

5. Type in your username: **This is your full MPS email address:**  
(example@mps-edu.org)
6. Enter your password when prompted: **This is the same password you use to log into your school PC and email.**
7. Ensure **Auto reconnect** is enabled, if asked, so your phone will automatically join your Wi-Fi network when you walk in your door.

If you have difficulty logging in, or if your Android phone asks you for additional information to ensure a secure connection, please reach out to the Marlborough IT HelpDesk for assistance.

## On PC (Windows 10)



1. Select the Network icon on the taskbar at the bottom right of your screen.
2. Choose the **Staff Wi-Fi** network, then select **Connect**.
3. Type in your username: **This is your full MPS email address:**  
(example@mps-edu.org)
4. Enter your password when prompted: **This is the same password you use to log into your school PC and email.**

## On a Mac



1. Click the Wi-Fi icon in the menu bar at the top right of your screen.
2. If you don't see the network you want to join, click **Other Networks** to display nearby networks.
3. Choose the **Staff Wi-Fi** network, then select **Join**.
4. Type in your username: **This is your full MPS email address:**  
(example@mps-edu.org)
5. Enter your password when prompted: **This is the same password you use to log into your school PC and email**