Avenda Wireless Guest Access Creation

Two types of accounts:

1. Non-BYUH association
   a. Short term/1 day
   b. Provide proof of ID w/picture
      i. If over the phone, must be verified by BYUH employee
      ii. D/L, passport
   c. Call Center or Department is sponsor
   d. Expired account will be deleted

2. BYUH association/sponsor
   a. 2 days – 2 months
      i. Provide proof of ID w/picture If over the phone, must be verified by sponsor
      ii. D/L, passport
   b. Notate sponsor
   c. Expired account will be deleted

Instructions:
1. Go to https://avenda-pri.byuh.edu/tips/tipsLogin.action

2. Enter in your CES NetID and password
3. Select Network, click Login
4. Click on Add Guest User

5. Enter in a user name (do not use CESNetID) something easily remembered
6. Enter in a password-something easily remembered. The password is displayed so do not have the user enter or give you a password that they use for other account access.
7. Enter an Expiry Time-click on the calendar and select a date
8. Under Attribute, click to add and select sponsor and enter in the sponsor name or department
9. Click the Add button to complete the process.