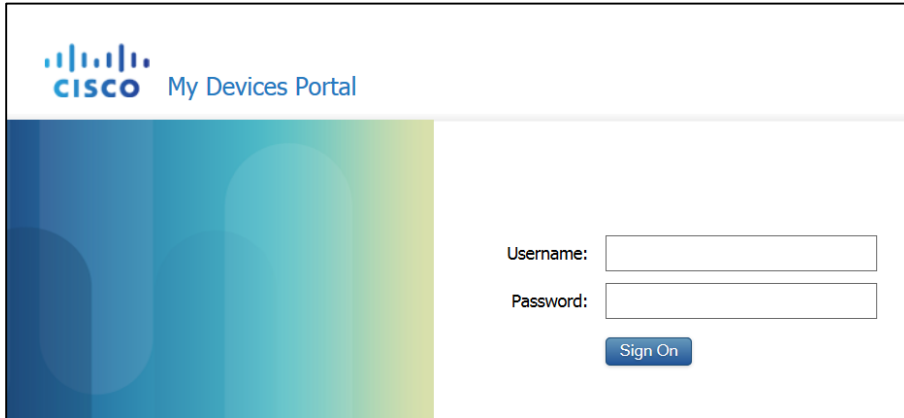


[How to register a device on the My Devices portal](#)

1. You must be connected to the Internet so that you can access the My Devices portal.
2. Open a web browser (i.e. Internet Explorer, Google Chrome, and Mozilla Firefox).
3. In the address bar type the address <https://mydevices.ise.misericordia.edu:8443/mydevices/>
4. You will see the sign on page for the portal.

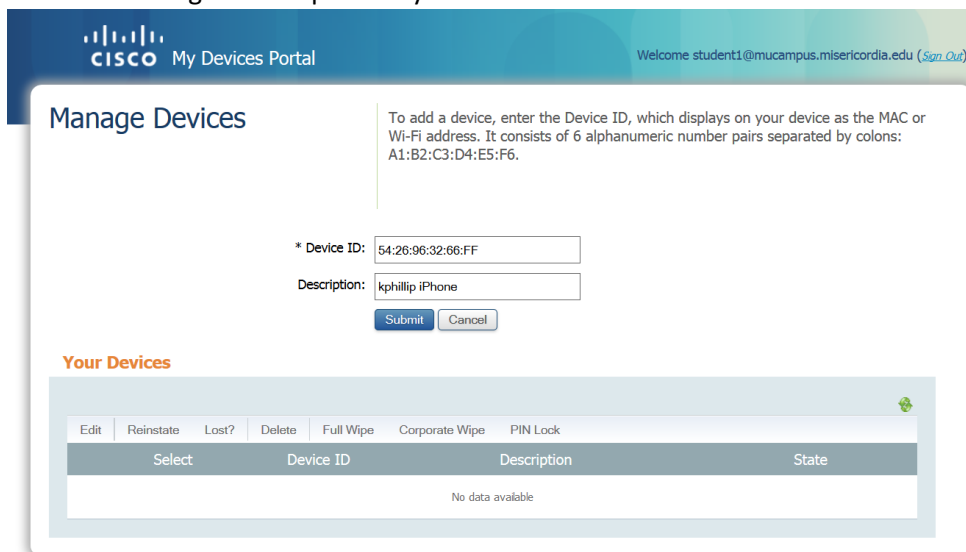


The screenshot shows the Cisco My Devices Portal sign-in page. At the top left is the Cisco logo and the text "My Devices Portal". Below this is a large blue and green abstract graphic. To the right of the graphic are two input fields: "Username:" and "Password:". Below the password field is a blue "Sign On" button.

5. Enter your e-MU credentials and click Sign On.
6. The Manage Devices page will open. This is where you can add and/or delete your devices you will use on campus.
7. To add a device, you need to first locate the MAC address of the device.

NOTE: If you do not know how to find the MAC address of your device you can go to www.google.com and search "How do I find the Mac address of (device name)". Follow the instructions to find you MAC address and this is what you will enter in the Device ID field.

8. Enter the MAC address in the *Device ID: field.
9. Enter a meaningful description of your device.



The screenshot shows the Cisco My Devices Portal "Manage Devices" page. At the top left is the Cisco logo and the text "My Devices Portal". At the top right is the text "Welcome student1@mucampus.misericordia.edu (Sign Out)". Below this is a "Manage Devices" section with a text box containing instructions: "To add a device, enter the Device ID, which displays on your device as the MAC or Wi-Fi address. It consists of 6 alphanumeric number pairs separated by colons: A1:B2:C3:D4:E5:F6." Below the text box are two input fields: "* Device ID:" with the value "54:26:96:32:66:FF" and "Description:" with the value "kphillip iPhone". Below the description field are "Submit" and "Cancel" buttons. Below this is a "Your Devices" section with a table. The table has columns: "Select", "Device ID", "Description", and "State". The table is currently empty, with the text "No data available" below it.

10. Click Submit.

11. Your device will be added to the list below Your Devices.

Manage Devices

To add a device, enter the Device ID, which displays on your device as the MAC or Wi-Fi address. It consists of 6 alphanumeric number pairs separated by colons:
A1:B2:C3:D4:E5:F6.

* Device ID:

Description:

Your Devices

Select	Device ID	Description	State
<input type="radio"/>	kphillipsiPhone	kphillip iPhone	<input type="button" value="⋮"/>

12. You can register all of your devices on this portal. For example smartphones, laptops, tablets and gaming devices.

13. If you no longer have one of your registered devices you can delete it from your list.

14. Click the Select radio button to the left of the device and choose the Delete option.

15. You will receive a pop up window asking if you are sure:

i If you delete this device, you will remove it from your device list. This might take up to 2 minutes to complete. Do you wish to continue?

16. Click OK and the device will be removed from your list.