**Using your own Laptop at a Bodleian iSkills Workshop**

If you would like to use your own laptop at a Bodleian Libraries iSkills or referencing workshop please ensure that you have completed the following tasks before attending.

Please note that if you prefer to use the computers that are provided you are welcome to do so in which case you will not need to make any preparations. These instructions are just for those wishing to use their own laptop.

**Essential Tasks**

1. Please ensure that your laptop is configured to connect to the University's Eduroam wifi network before attending the session and that you have tested that it works. This is essential because you will not be able to participate in the practical parts of the session if you are not able to connect to wifi.

Eduroam is used throughout the University and many people will already have it set up on their devices. However, if you do not have Eduroam set up, please follow these instructions **well in advance of the session**:

* 1. Set up a 'remote access' username and password at <https://register.oucs.ox.ac.uk/self/index> Note – although your remote access username will be the same as your Oxford Single Sign on (SSO), your password will be different.
  2. On your laptop
     1. Connect your laptop by choosing “Eduroam” from the list of available wireless networks. Note – You will only see this option in buildings where the Eduroam network is available. However, most University buildings currently provide access to Eduroam
     2. Under settings, enter your remote access/SSO username with the extension @ox.ac.uk (e.g. abcd1234@ox.ac.uk) and your remote access password.
     3. For more detailed instructions please see <http://help.it.ox.ac.uk/network/wireless/services/eduroam/generic/index>
  3. If you are unable to connect to Eduroam, please contact us on [usered@bodleian.ox.ac.uk](mailto:usered@bodleian.ox.ac.uk) well in advance of the session.

1. Please ensure your laptop is fully charged before attending the session as not all of our venues have spare plug points.