Registering Your Macintosh

The CLS Information Technology Department provides and maintains a high-speed Ethernet network. **Before** you can connect to this network, you must:

1. Collect information about your Macintosh.
2. Register your Macintosh on the CLS network.

To do this, follow these instructions:

**Step 1: Collect Information About Your Macintosh**

1. Please click on the “Apple” icon located at the top left of the screen. Please select “System Preferences”.

2. Click on the icon labeled “Network” under the “Internet & Wireless” section.
3. Click on “Ethernet”
   NOTE: If you have a MacBook Air or MacBook Pro w/ Retina Display, you may not have this. You can skip to step 7.
4. Please click on the button labeled “Advanced”
5. Please click on the tab labeled “Hardware”
6. Write down the “MAC Address” into the section allotted for you in step 10.
7. Please click on Wi-Fi.
8. Please click on the button labeled “Advanced”
9. Please write down the Wi-Fi Address in the space allotted below
10. Enter the Ethernet ID here: __ __ : __ __ : __ __ : __ __ : __ __ : __ __
11. Enter the Airport ID here: __ __ : __ __ : __ __ : __ __ : __ __ : __ __
12. Enter your Manufacturer here: __ __: __ __: __ __: __ __: __ __: __ __
13. Enter your Apple Model here (e.g. MacBook Pro, MacBook Air, etc.): __ __: __ __: __ __: __ __: __ __: __ __
Step 2: Register Your Apple In Lawnet

Note: This step must be performed on a Computer with a live internet connection.

Since you cannot access the Internet from your Macintosh through the Law School network until this section is completed, we recommend the following methods to connect:

- If you are attending a notebook configuration session, use one of the notebooks provided by the IT department.
- OR
- Use any Columbia Law School lab Computer or email kiosk Computer.

1. Go to the following website.  www.law.columbia.edu/lawnet

2. Click on the “Sign In” button on the far right hand side of the web page. On the following page, Enter your Law School User Name and password, and then click Login.

3. Click on the “My Services” tab to expand the dropdown menu. A menu will appear, and you should select “Register Ethernet Card” from the “Information Technology” heading.

4. You will need to refer to page 13 for the information being requested.

Card Address: This is the Physical Address you recorded in Step 10, on page 13. Enter the 12 characters WITHOUT the dashes.

Operating System: Select Lion.

Workstation Manufacturer: Enter “Apple”

Workstation Model: Enter the information for Step 13, on page 7.

When you have entered all the required information, click Register.
5. You will see this confirmation screen if successful.

6. Click View Current Registration

7. Check to make sure that the Card Address you just entered matches your Physical Address. If you have made a mistake, check the box next to the Card Address and press Delete. Repeat step 4, on this page and correctly enter your information.

8. If you have a second Physical Address you need to register, click Register New Card.

9. Repeat Step 4, on page 10, entering the second Physical Address on page 9.

10. Once all your Physical Addresses have been registered, click the Sign Out button and proceed to the next page.