

# Setting Up Internet Zones

## Prerequisites:

- 1 – Have a web browser open (Firefox, Safari, or Chrome)

## Instructions To Set Up An Internet Zone:

- 1 – If you are at the homepage (<http://nisgaa.bc.ca>), you can click on “Technology Department” link in the right hand menu
- 2 – If you are anywhere else, you can go to <http://tech.nisgaa.bc.ca>
- 3 – In the bottom right menu under “Tech Department Links” click on “Internet Zone Control”
- 4 – Type in your username and password into the provided boxes, and click “Login”
- 5 – If you already have internet zones setup, you will see them here, if you don’t all you will be able to click is the “ADD\_Zone” button. Please click that in order to continue
- 6 – You will now see a screen that will ask you how you wish to sort your data, by either Student Name, or Computer Name. Please choose 1, and then select whether you would like Classroom Machines, or Apple Laptops (The “Carts” menu currently is not functioning). Once you have selected these, click the “select” button
- 7 – You will now see a list of computer names and student names, listed in the order you specified on the previous page. Type in a name for this Zone, and select the computers/students you would like, or the checkbox on the bottom that selects/deselects them all, and click “submit”
- 8 – You have successfully created a zone

## Instructions on using Internet Zones

- 1 – In order to use your Internet Zone, login to the “Internet Zone Control” site as described above
- 2 – You will now see a list of zones you have created. The status indicates the current zone’s status (Red light – the whole zone has no internet, Yellow light – each computer is controlled individually, and Green light – the whole zone has internet). The Zone name can be clicked in order to control individual computers in that zone. The “Edit” button allows you to edit what computers are in that zone. The “Remove” button, removes that zone from your account.
- 3 – You can click on the red light in order to turn internet off, and the green light in order to turn internet on. You can do this for the whole zone, or individual computers
- 4 – Once you are done managing your zones, click the “Logout” button