

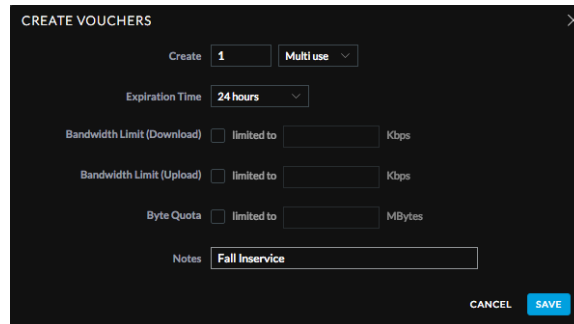
Wireless Guest Voucher

Links to Create Guest Vouchers

[Adams](#)
[Bessemer](#)
[CCISD](#)
[Chassell](#)
[CLK](#)
[CLK - UPVA](#)
[Ewen Trout Creek](#)
[Dollar Bay](#)
[Finlandia University](#)
[Forest Park](#)
[GOISD](#)
[Hancock](#)
[Houghton](#)
[Ironwood](#)
[Lake Linden](#)
[L'Anse](#)
[Ontonagon](#)
[Stanton](#)
[Watersmeet](#)
[Wakefield](#)

Creating a Guest Voucher on Ubiquiti Unifi Wireless Systems

- **Note:** Only authorized staff members can create these...



1. Click on the link for your location on the left (You may get a certificate warning, click **Proceed Anyway**)
2. Log in with the username and password you have been assigned
3. Once logged in click on the **vouchers tab** in the left column (square icon below the "\$" sign)



4. At the top of the screen click **Create Vouchers** and enter the following:
 - First box: **Quantity** of vouchers (the number of unique passwords needed)
 - Choose **One Time** for a single person or **Multi-use** for multiple people
 - If you enter a quantity of "1" and choose **Multi-use** this will allow a group of people to all use the same voucher
 - Set the **expiration time**
 - Leave both **Bandwidth Limit** boxes and the **Byte Quota** box unchecked
 - In the **Notes** box enter the person's name or other comment to help keep track of the voucher's intended use
 - Click on **Save** to finish
5. The code field displays the voucher needed to log into the guest wireless
6. To the right is an option to print the voucher out if you choose to