

## NETWORK EQUIPMENT GUIDE

The arrangement of network equipment can vary from library to library. Some have racks, or simply shelves where the equipment sits. But each library has the same set of equipment that enables the internet and WALS network to reach the onsite computers.

**Patch Panel:** Each labelled port on the patch panel should represent a network port somewhere in the library: a wall jack or floor jack typically. It's usually black with NO LIGHTS.

**WALS Switch:** This device will have a lot of cables plugged into it. Each active port should have green lights on it if the connected device (computer or printer) is turned on. Larger libraries will have multiple switches.

A network (ethernet) cable connects any active network device via the patch panel to a port in the WALS Switch. The switch controls which side of the network the connected equipment, such as a computer or printer, is on. Each library has a STAFF network and a PUBLIC network. This helps ensure that anything that happens on a public computer will not affect staff computers or servers.

**WALS Router:** This device will only have two network cables plugged into it; each live port will have synchronized blinking lights.

The router is what manages and directs all network traffic within your library. One network cable connects it to the WALS Switch. The internet, or network connection, is fed to the router via a single network cable from the Badgernet Equipment.

**Badgernet Equipment:** One or more pieces of network equipment belong to Badgernet and bring the internet into your library via fiber optic cable. They are maintained by a local telco such as Brightspeed, Lumen, or AT&T. The arrangement will vary from library to library.

**Cisco Meraki WiFi Access Point:** Every library has at least one Meraki Access Point in their library. It is usually connected by a single network cable and a power cable. There is one small light on the side that should be blue or green if everything is working ok. It may not be with the other network equipment, but centrally located to improve wifi range.

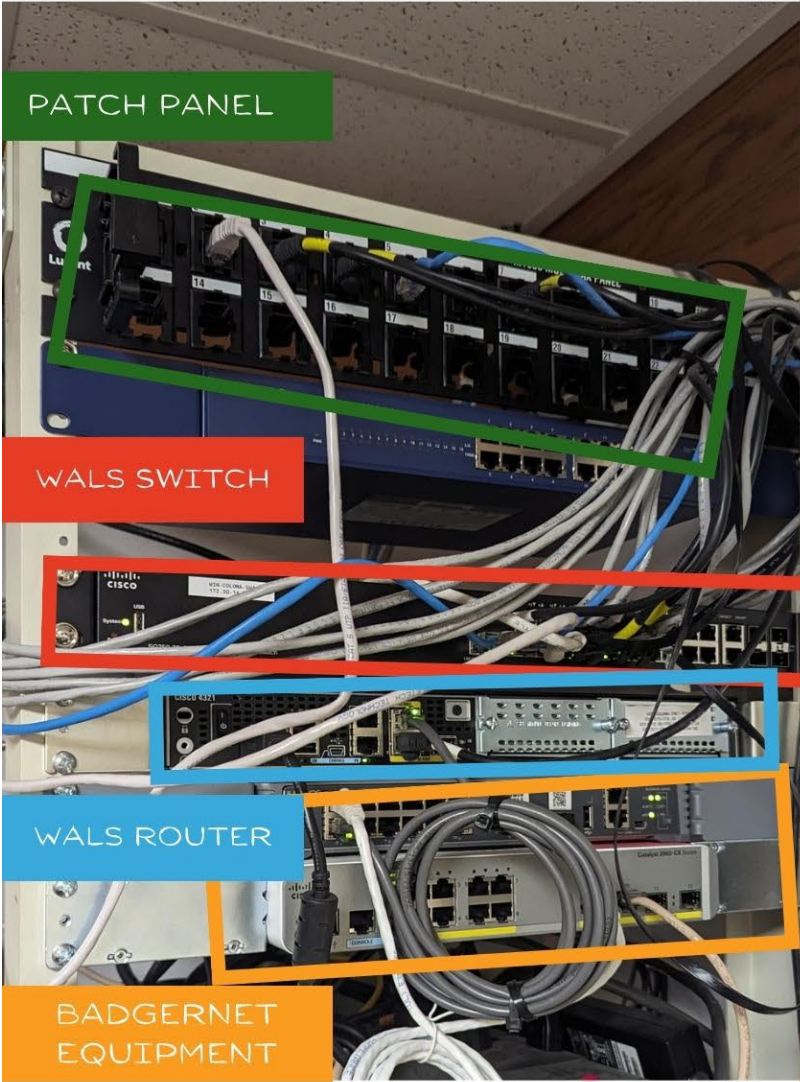
### **Other things to know:**

If there is a problem with the network connection, WALS or Badgernet staff may ask you to check that all the network equipment has power. This just means that we want to know if you see lights on everything that is supposed to have lights.

On occasions when there is a problem, we may ask you to power-cycle (turn on and off) a certain piece of equipment. **YOU SHOULD NOT DO THIS UNLESS ASKED TO!** This equipment is not like Spectrum's equipment that needed frequent reboots.

In the event of a general power outage, when power comes back the WALS router or Badgernet equipment may take up to **10 minutes** to fully come back online. Any library that is subject to frequent, brief power outages should have an uninterruptable power supply (UPS).

Please familiarize yourself with your network equipment! Don't hesitate to ask WALS staff if you have any questions.

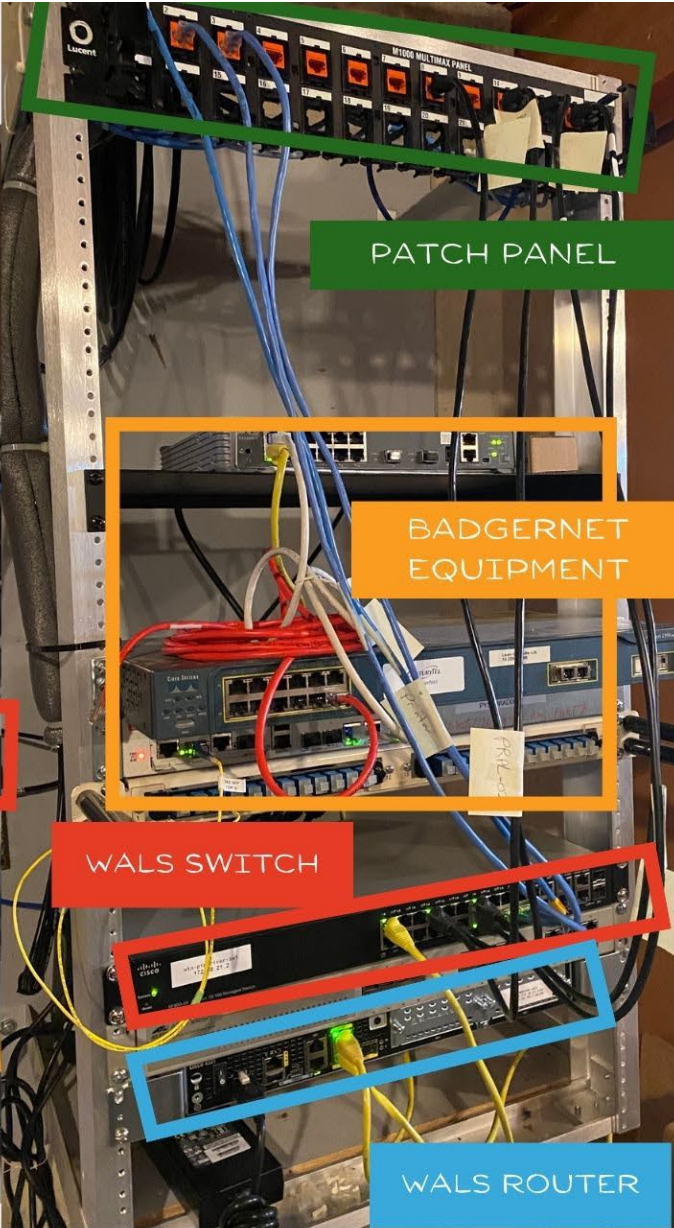


PATCH PANEL

WALS SWITCH

WALS ROUTER

BADGERNET EQUIPMENT

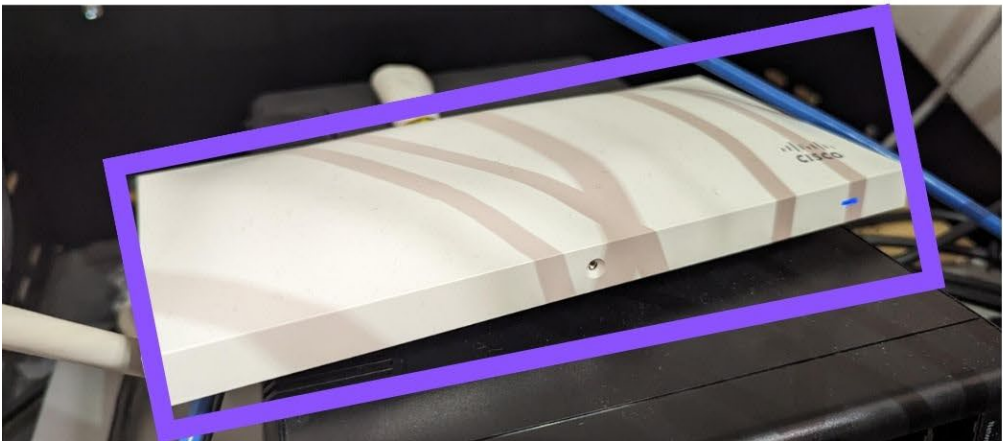


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CISCO MERAKI WIFI ACCESS POINT