

Wireless Network Setup Document Sample

Prepared for: **Office Name**
Date: _____

1. Overview

This document provides a detailed summary of the wireless network setup for the office environment. It includes configuration parameters, equipment details, network layout, and recommended best practices.

2. Network Layout

- Main wireless router location: _____
- Number of wireless access points: _____
- Floor(s) covered: _____
- Cabling and backhaul connections: _____

3. Wireless Network Configuration

SSID (Network Name):

Security Protocol:
WPA2 / WPA3 (recommended)

Password:

IP Address Allocation:
DHCP / Static (details below)

3.1 VLAN & Subnet Details (if applicable)

VLAN	Subnet	Purpose
_____	_____	_____

4. Equipment Inventory

Device	Model	Serial Number	Location
Router	_____	_____	_____
Access Point 1	_____	_____	_____
Access Point 2	_____	_____	_____

5. Network Devices

- Printers: _____
- Meeting Room Devices: _____
- Guest Network Devices: _____

6. Access & Policies

- User access policy: _____
- Guest access details: _____
- MAC Address Filtering: Enabled / Disabled
- Firewall settings: _____

7. Maintenance & Support

- Firmware update schedule: _____
- Responsible IT staff/contact: _____
- Backup procedure: _____
- Troubleshooting steps: _____

8. Notes & Observations

Document Last Updated: _____