A. Introduction

This document shows the step by step instructions on how to join Windows 8 to the NUS domain and to add the NUSNET account as an administrator of the computer.

Only Windows 8 Professional and Enterprise editions have this feature.

B. Changing Computer Name

You need to use a unique computer name to join to NUS domain.

1. Login to your computer with the local administrator account first.

2. From Windows 8 Desktop, click on File Explorer from the bottom bar.

   Right-click on Computer → click Properties.

3. Click on Change Settings on the left side of the window.
4. Click **Change...**

![System Properties](image1.png)

5. Specify a unique computer name for your machine and click **OK**. Restart the computer as prompted.

![Computer Name/Domain Changes](image2.png)
C. Joining to NUS Domain

6. Repeat steps 1 to 4.

7. Select Domain → enter nusstf for staff or nusstu for student → click OK.

8. Next, enter your NUSNET User ID and password → click OK.

9. Once successful, you will be prompted the following. Click OK to continue.

Note:
If you encounter an error that your access is denied, change your computer name again (refer to steps 1 – 5) as it is not unique and has conflicted with an existing computer name.
If you encounter the error "You have exceeded the maximum number of computer accounts you are allowed to create in this domain...", please contact IT Care at 65162080 or itcare@nus.edu.sg.

10. Click OK again.

11. Click OK again and when prompted to restart your computer, choose Restart Later.

D. Adding NUSNET account as Administrator

12. Open the Charms bar on the right → click Settings.
13. Click **Change PC settings**.

14. Click on **Users** on the left → click on **Manage domain users** on the bottom right.
15. Click on Add...
16. Enter your **NUSNET UserID** and **Domain** – **nusstf** for staff, **nusstu** for students and **nusext** for visitor accounts → click **Next**.

17. Select **Administrator** → click **Next**.
18. Click **Finish**.

19. The NUSNET account is now added as an administrator of the computer. Click **OK** and restart your computer.

20. You are now ready to login to the NUS domain on your computer, with your NUSNET UserID and password.