

Scanning procedure

On the browser on your cell phone, go to libertywildlife.org/scanner (this cannot be simpler – it's the website plus what you want to do) and on the screen that opens, enter your first and last names as they appear on your badge. In the Password window, enter the last four digits of your Liberty number. This is located on the back of the badge in a segment above the bar code. They all start with "270" and you only have to enter the last four digits. Then click on the "Swipe Name Badge" button. If done correctly, another window will open stating that you have been scanned. If you're really paranoid, there is another small box on the first scanner page that says "To see if you are logged in now, Fill in password & click below." Type the digits into the box marked "Password" and click the "Get Current Status" button. This should bring up another page letting you know if you are or are not currently logged in at Liberty. Give it a few seconds (about 10) between clicking the "Swipe Name Badge" button and checking as there is usually a short delay in the response. If you can't remember libertywildlife.org/scanner, put it AND your Liberty number in your memo pad on your cell phone.

If you have any questions, call me. Thanks for being there and helping Liberty be all it can be!