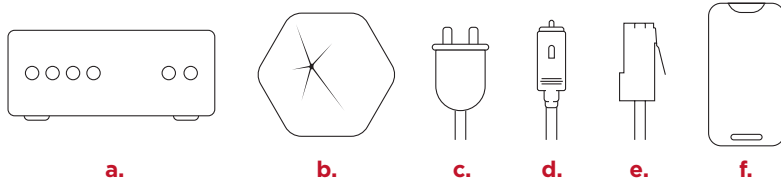


SELF-INSTALLATION INSTRUCTIONS

Before you begin, make sure you have the following:

- a. Fiber modem
- b. AK-Fi pod
- c. Power cord
- d. Fiber cable
- e. Ethernet cable
- f. WiFi enabled device (phone/tablet)
- g. MyGCI credentials



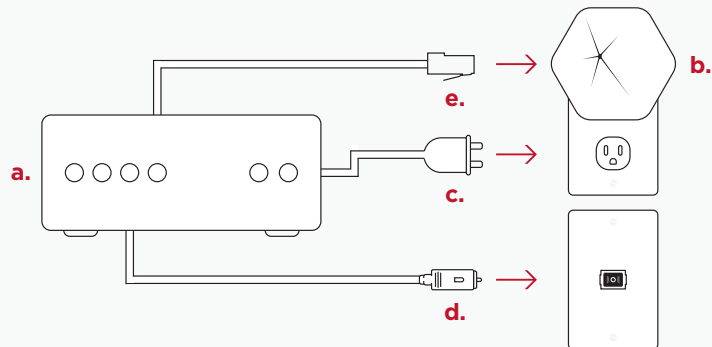
1 Connect one end of **d** to **a**, and the other to a fiber outlet.

CAUTION: Do not look directly into the end of the fiber optic cable. Invisible infrared light could damage your eyes.

2 Connect **c** to **a**, then plug into an electrical outlet.

3 Connect one end of **e** to **a**, and the other to the port on **b** with the  icon.

4 Plug the AK-Fi pod (**b**) into an electrical outlet.



5 Give us a quick call or chat to activate your service.

New customers who received their modem in-store can skip this step.

6 Download and install the AK-Fi Work app on your mobile device.



7 Use your MyGCI credentials to log in.

8 Follow the instruction in the setup wizard and click "All Done." Your network will be ready to go in just a few minutes.

OPTIMIZE YOUR WIFI PERFORMANCE

Here are a few tips to get the best WiFi signal:

- **Place modem and pod in a central location** close to where you connect to WiFi the most.
- **Keep modem and pod visible**, avoid blocking pod with furniture or placing inside or behind cabinets.
- **Maintain space around modem and pod** from appliances, electronics and metal, concrete, or glass.

Over the 24-hours after installation, your WiFi network will assess your connections and make adjustments to maximize your work WiFi coverage and internet performance, and will continue to automatically optimize over time.

NEED FURTHER ASSISTANCE?

If parts of your business internet seem to be lacking in performance or WiFi coverage, please let us know! We have new and advanced troubleshooting capabilities that can diagnose your issue. In some cases, we may determine a WiFi signal extender is needed and offer that to you to supplement your work WiFi coverage and improve speeds. Please give us a call at **800.800.4800** if AK-Fi Work is not meeting your performance expectations.

VISIT
GCI.COM/AKFIWORKSUPPORT

FOR MORE HELPFUL RESOURCES

OR

CALL 800.800.4800

Terms and conditions: By using GCI internet, you agree to the terms of service located on our website, which include an agreement to arbitrate. To review the terms for your GCI service, please refer to the following:
www.gci.com/terms/internet.

Please call GCI Customer Service at 800.800.4800 if you would like to receive a printed copy of the terms and conditions.



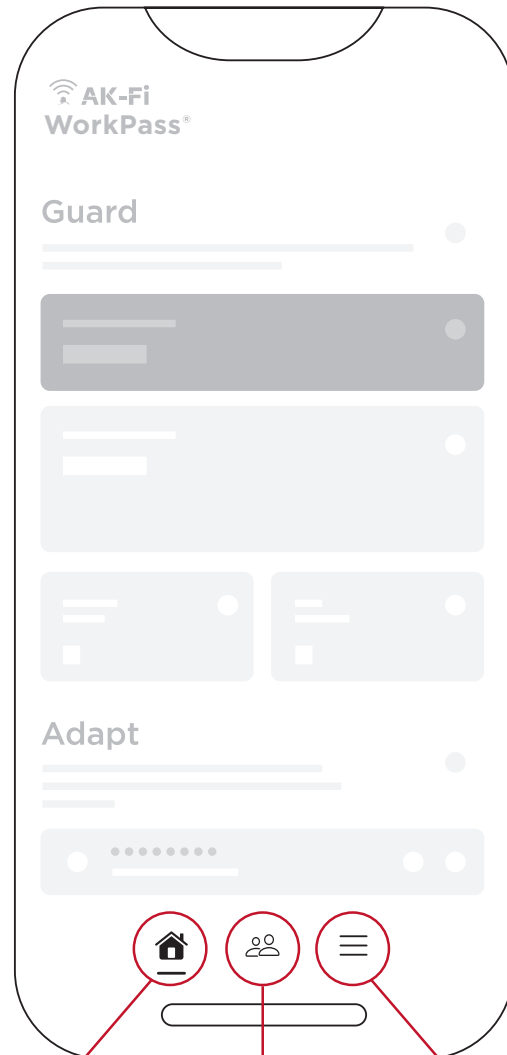


AK-Fi WORK
Powered by Plume®

Quick Setup Guide
for Fiber Modems

NAVIGATING THE AK-FI WORK APP

HOME SCREEN



HOME
Network overview and Guard, Adapt, and Control access

PEOPLE
Parental controls and user management

MORE
Access to App Settings, Pods, and Support



Control

Freeze or pause internet access for a specific person or device



Guard

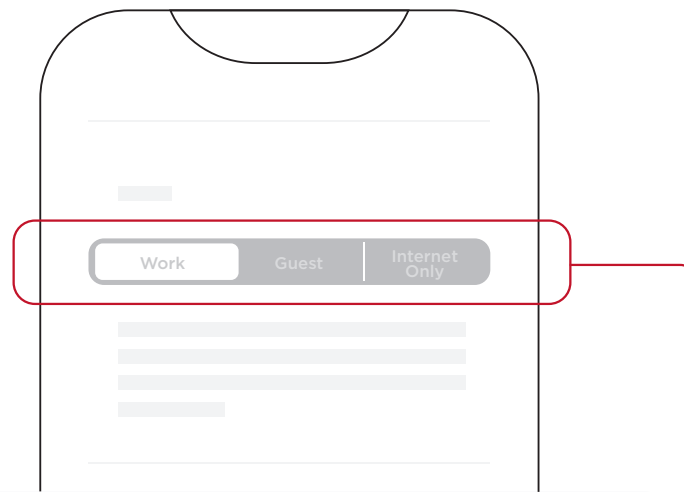
Monitor network activity and security



Adapt

Assess network quality; view or change network name; create, change, and share passwords

ADAPT TAB



ACCESS ZONES

Instead of creating separate network names, set user access levels by zone: Work (people you trust), Guest (temporary visitors), or Internet Only (acquaintances).

QUICK-START ACTIONS

Setting up your WorkPass network is easy and only takes a few minutes.

CREATE YOUR WORKPASS ACCOUNT AND LOCATION

- 1 Download and open the WorkPass app
- 2 Tap on **Set up Plume**.
- 3 Review and accept the terms and conditions
- 4 Enter your **Full Name** and the **Location Name** of your business.
- 6 Enter your **Email** and **Password** (optional).
 - If you already have Plume HomePass at home, you need to use a different email for your WorkPass account.
 - You can use the **Magic Link** instead of a password. Instead of a password, this sends a link to your email whenever you log back into the WorkPass app.
- 7 Tap on **Next**. A verification email will be sent, or a Magic link will be sent.
- 8 Open the email and tap on the **Verify Email**, and then **Open Plume App**.

SET UP YOUR WI-FI ZONES (SSIDS)

- 1 Enter the **Secure Wi-Fi Name** and **Password**.
 - This will be used for anything you want to keep separate from the rest of the network like security cameras, point-of-sale systems, and file servers.
- 2 Enter the **Employee Wi-Fi Name** and **Password**.
 - This will be used for you and your employees' devices.
- 3 Enter the Guest Wi-Fi name.
 - This SSID is for your guest and only has Internet access.
 - You also have the ability to **Limit Internet speed** for your guest.
 - The Guest portal will have to be created after the initial setup.

FOR COMPLETE APP INSTRUCTIONS AND FEATURES, VISIT [GCI.COM/AKFISUPPORT](https://gci.com/akfisupport)