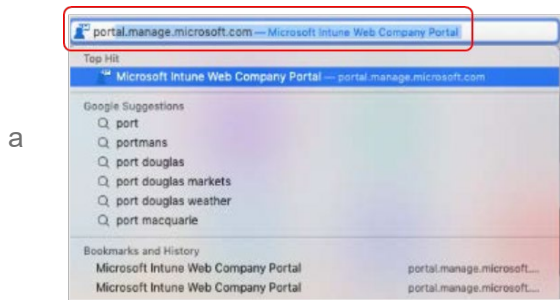
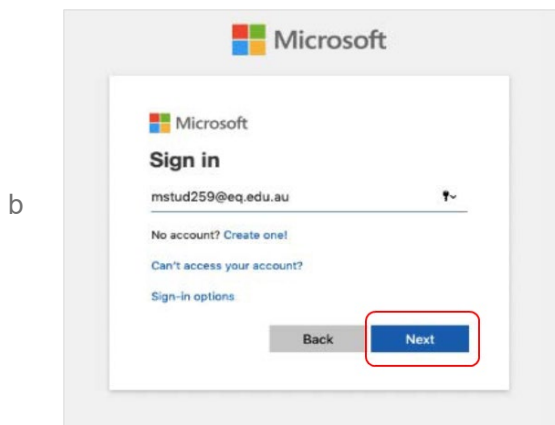


Step 1. Install Intune

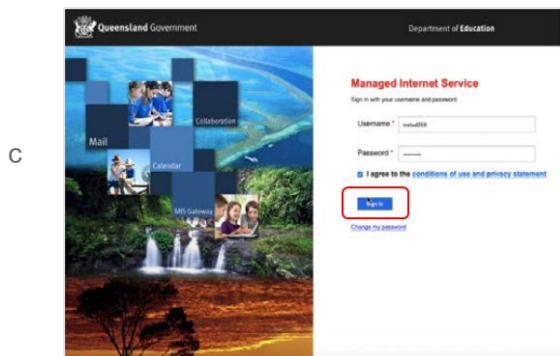
To start, connect to the internet, open Safari and type in `portal.manage.microsoft.com`



Enter the `@eq.edu.au` email address you were provided by your school and select **Next**.



Your username may auto fill or you will need to enter the school username and password you were provided. Then accept the terms and conditions and select **Sign in**.

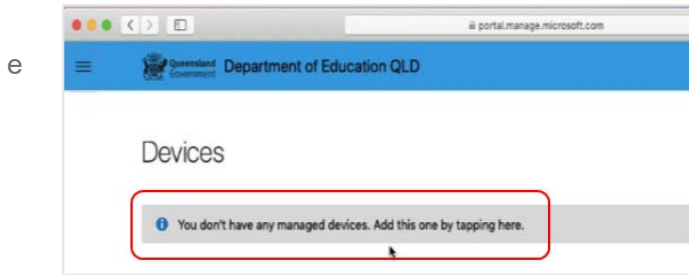


A prompt will pop up asking if you want to stay signed in, select **Yes**.

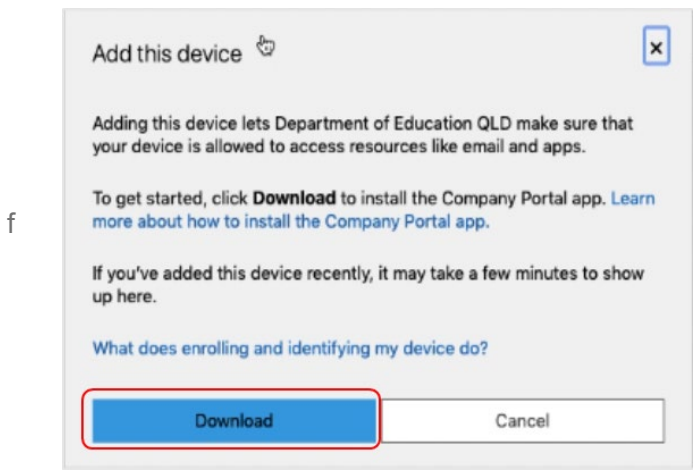


Two options will appear. Either option can be selected.

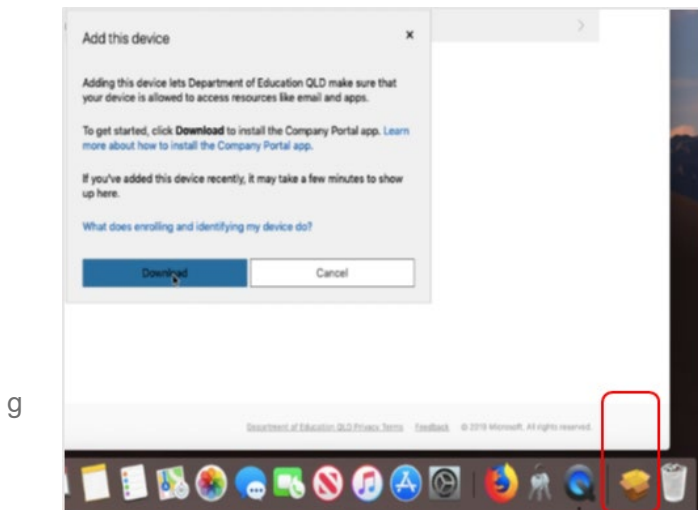
- You don't have any managed devices or
- Tap now to tell us which device you are using or add a new device.



Please select **Download**. It may take a few seconds to complete.

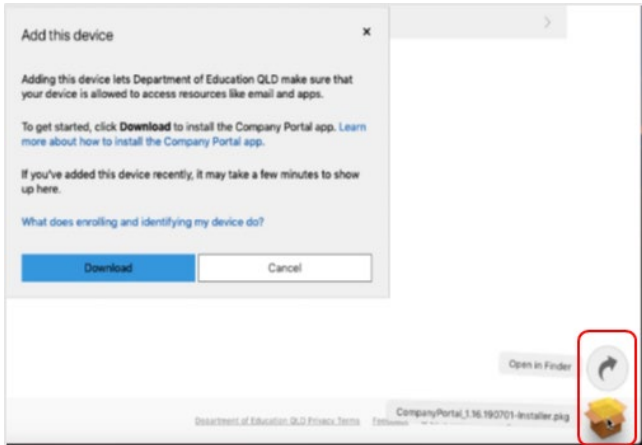


Select the **Open box icon** at the bottom of your screen.



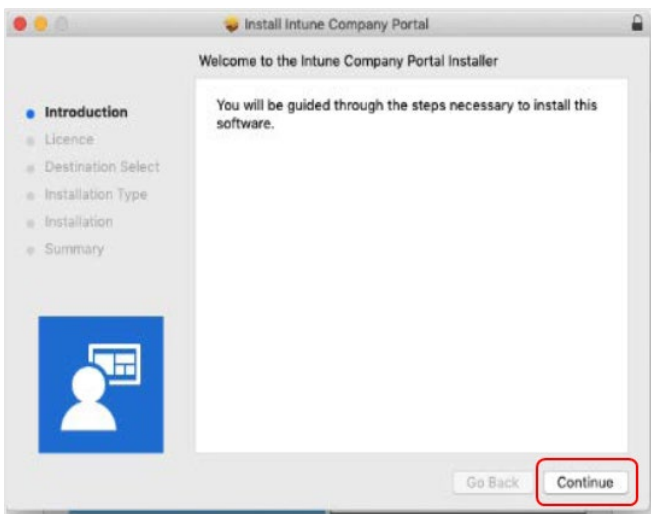
Then select the Open box icon next to the Company Portal Installer file.

h



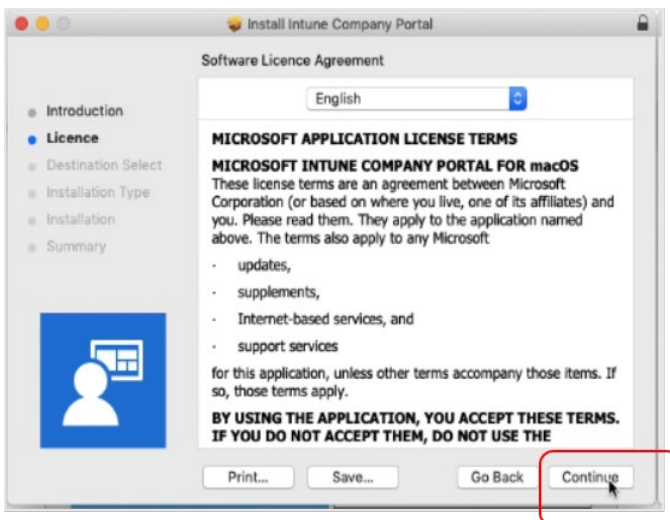
Please select **Continue**.

i



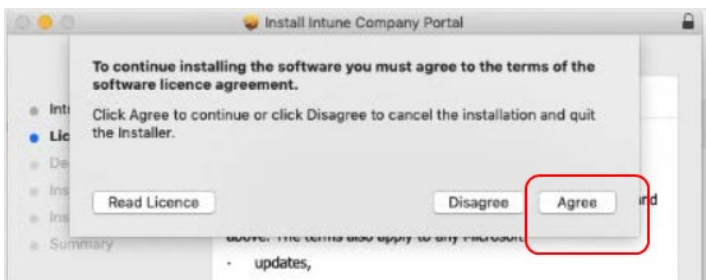
Please read the license terms and then select **Continue**.

j

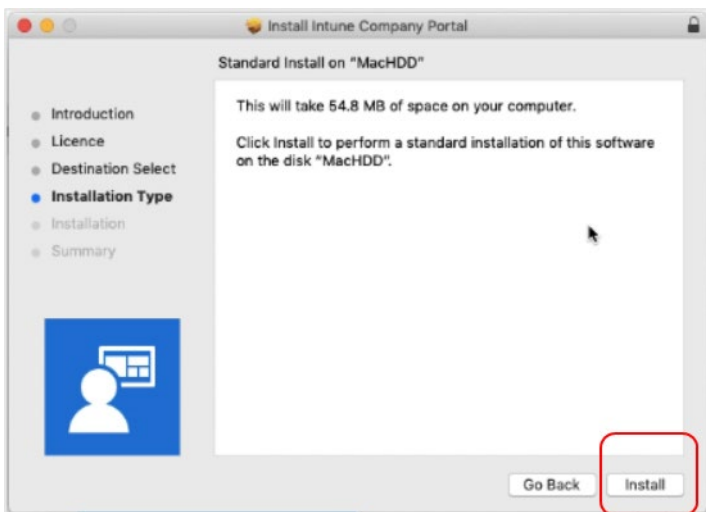


k

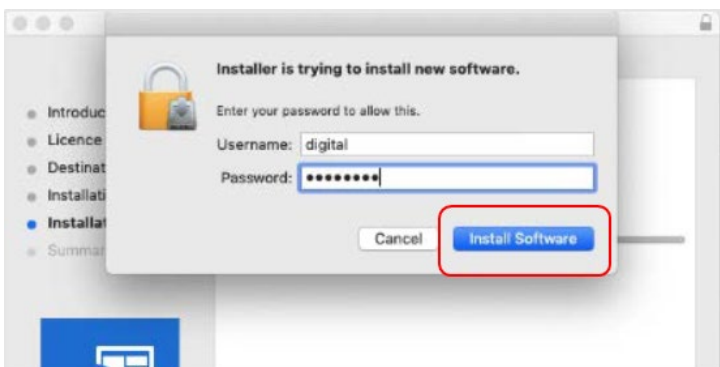
Select **Agree** to accept the license terms in the pop-up window.



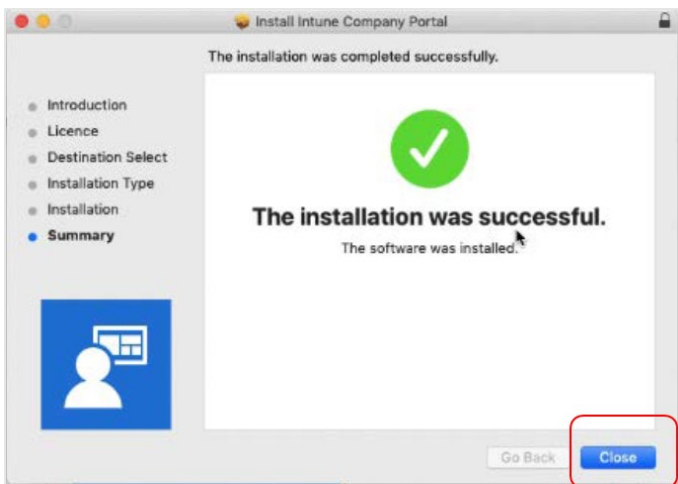
Next, select **Install**.



Please enter your username, password of your device and select **Install Software**.



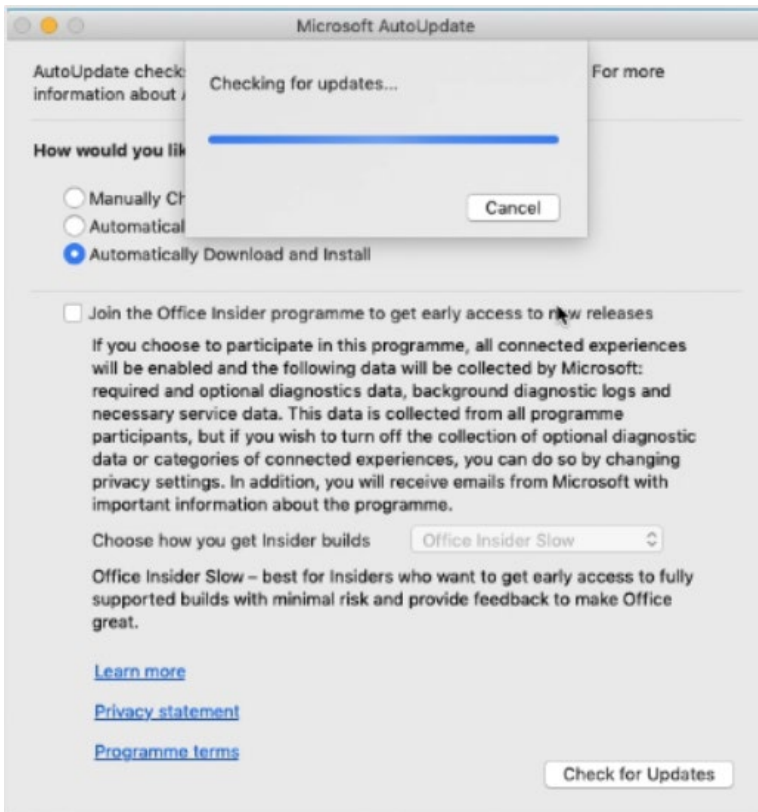
When the installation has finished, select **Close**.



Once the program has completed installing, please select **Move to Trash or Bin** option.



The Microsoft auto update will appear. Select **Install** if there are updates waiting. Otherwise, select **OK**. You may need to repeat this step a few times. Once there are no more updates, you can close the Microsoft Auto Update program.

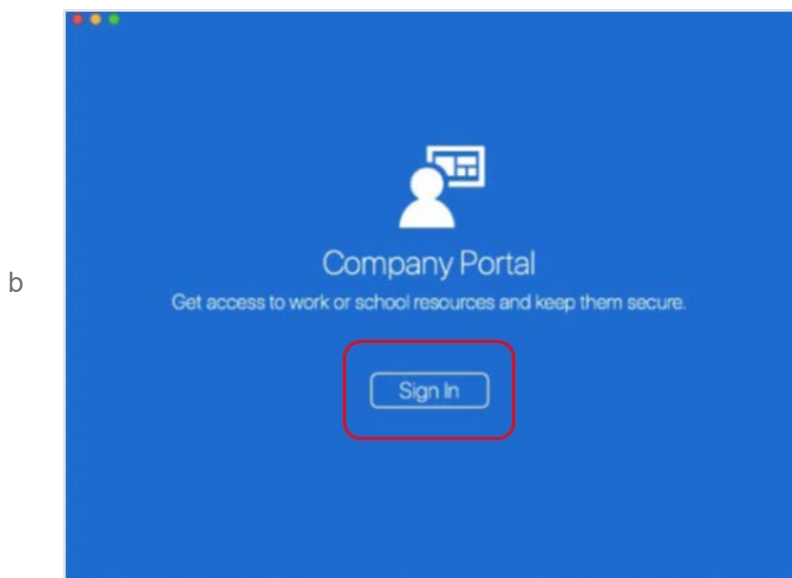


Step 2. Enrol your device into Intune

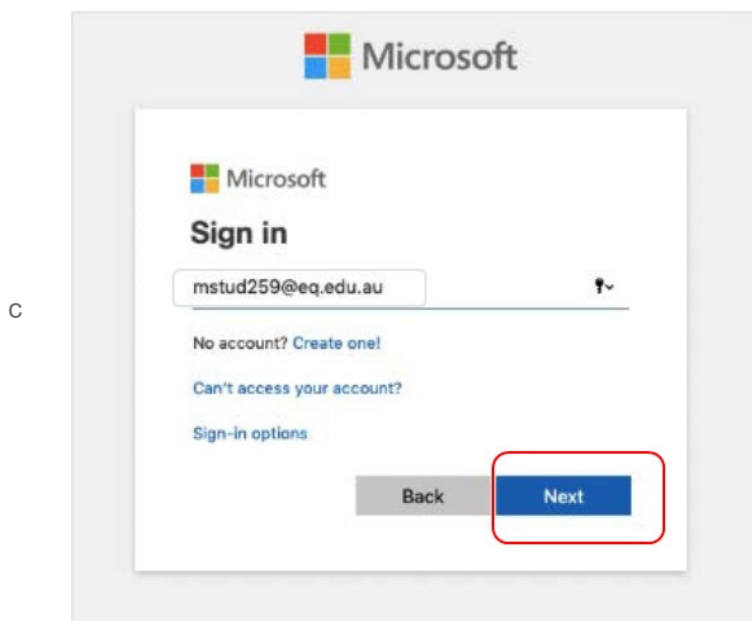
Select **Launchpad** and then select the **Company Portal** app.



Then, select **Sign In**.

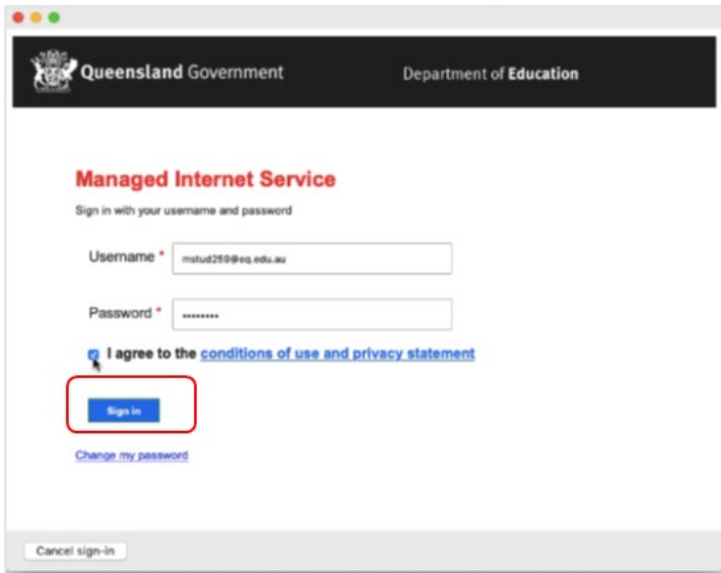


If presented with the Microsoft Sign in screen, enter your supplied EQ email address. Then, select **Next**.



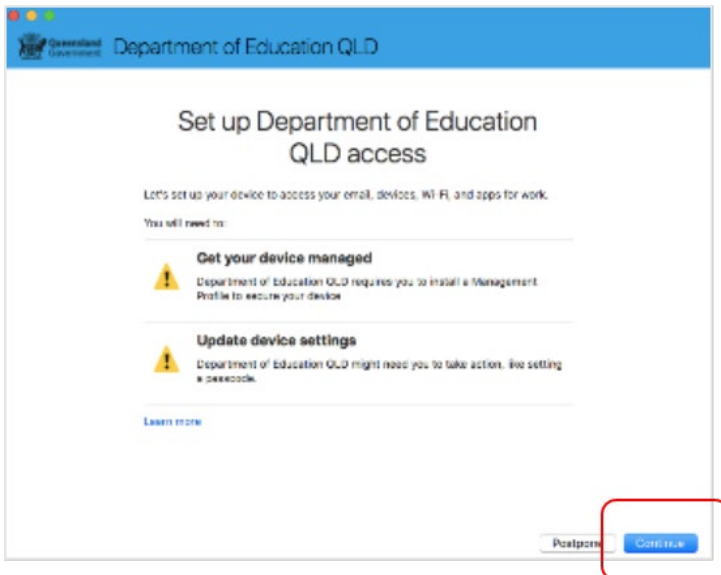
Enter the username, password and accept the terms and conditions. Then select **Sign In**.

d



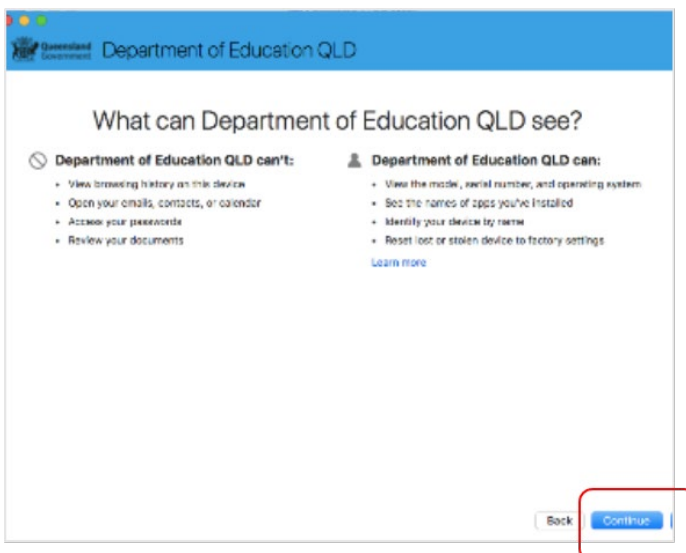
Then, select **Continue**.

e



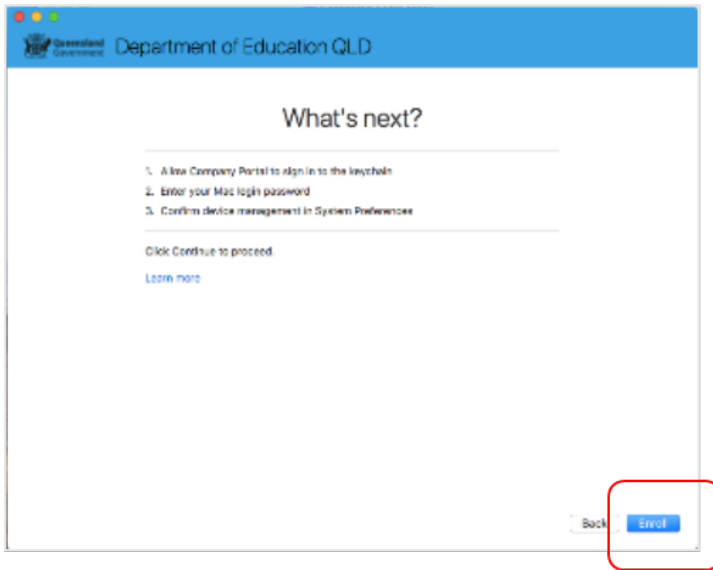
This explains what your school IT administrator can and cannot see on your Mac device. Select **Continue**.

f



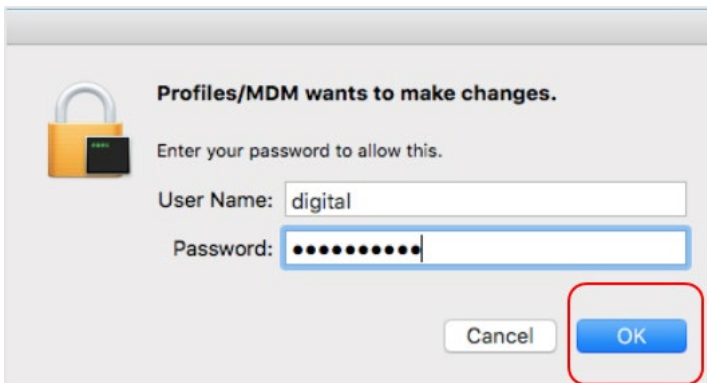
This screen outlines the next steps. When 'What's next?' appears, select **Enrol** to finish the installation. This may take a few minutes to complete.

g



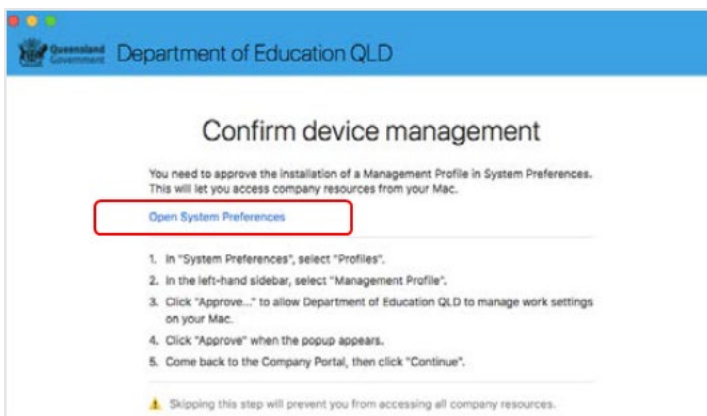
Enter the username and password for your device and select **OK**. It may take a few minutes for the management profile to be installed.

h

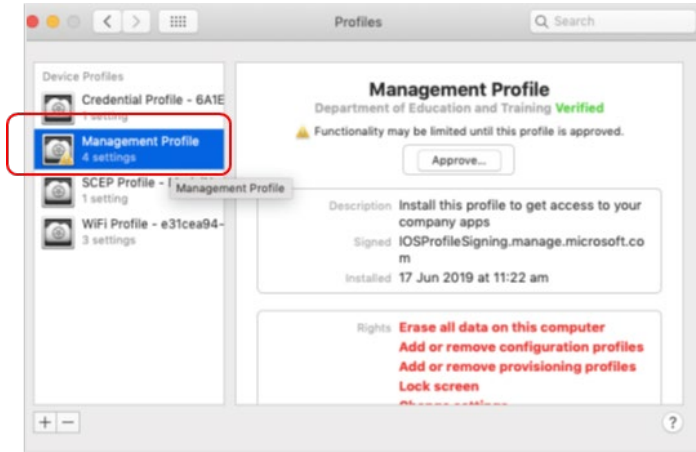


Then, select **Open System Preferences**.

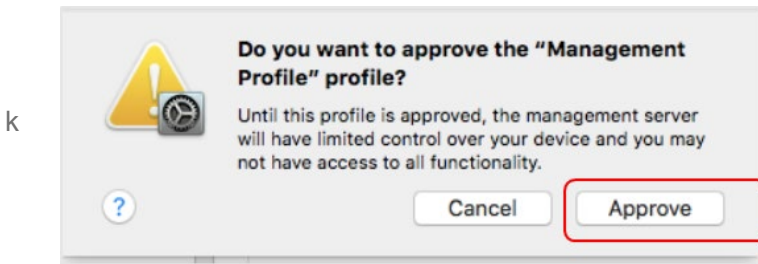
i



Select **Management Profile** and then **Approve**.



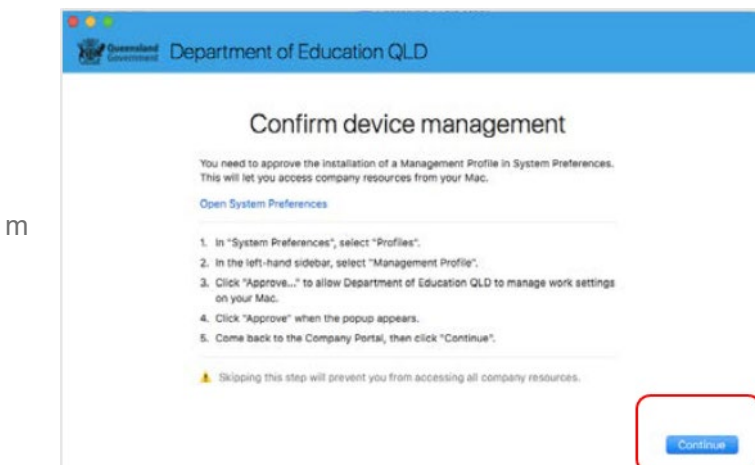
Confirm you want to approve the Management Profile and select **Approve**.



The system preference screen will be displayed and you can close this window.

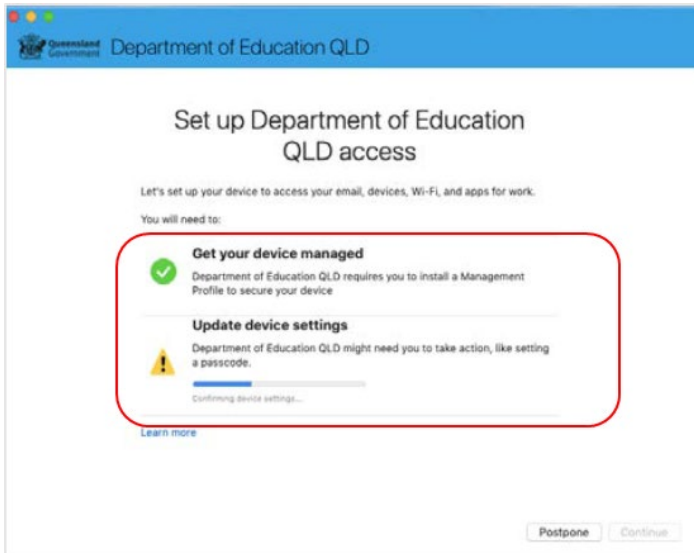


The Intune company portal app window will still be open. Select **Continue**.



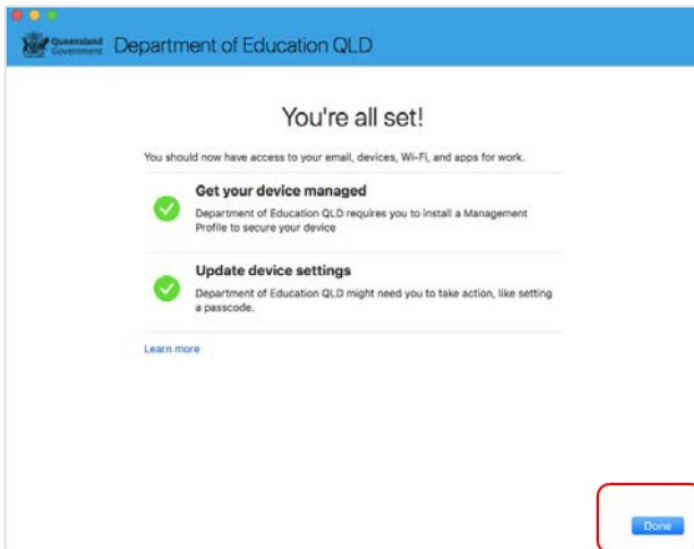
Wait as the Company Portal updates the device settings.

n



When the tick appears against Update device settings, your device has finished enrolling into Intune. Select **Done**. It may take up to 15 minutes to finish installing. You can use the device in the meantime but please keep it connected to the internet.

o



Close the Company Portal.

p

You have now finished installing Intune.