

Please connect to EQGUEST network for the following steps.



Step 1.

Select the guest Wi-Fi network

a. Select the Wi-Fi icon in the menu bar at the top of the screen

b. Select the EQGUEST Wi-Fi network.

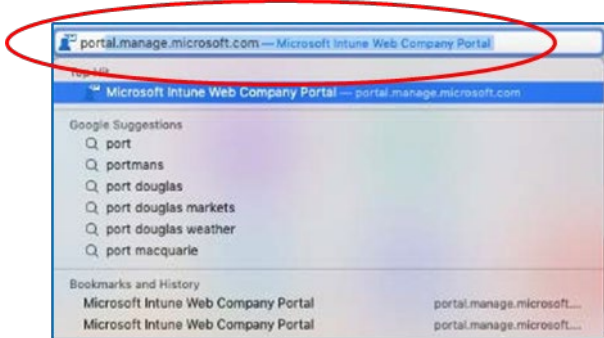
c. A sign on page will be displayed



Onboarding to Intune

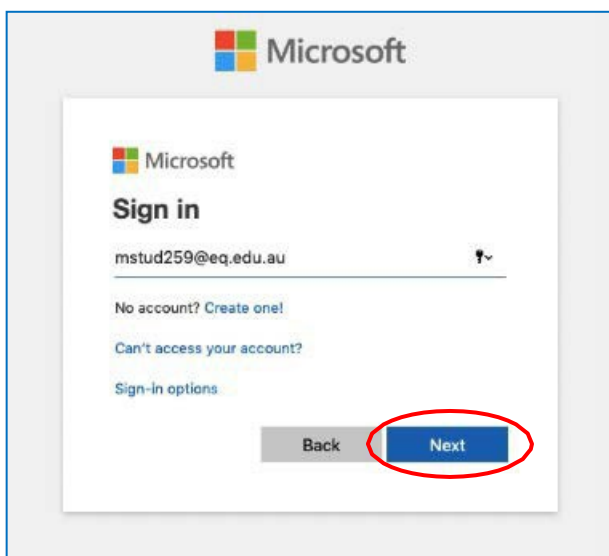
Mac OS version

Step 1



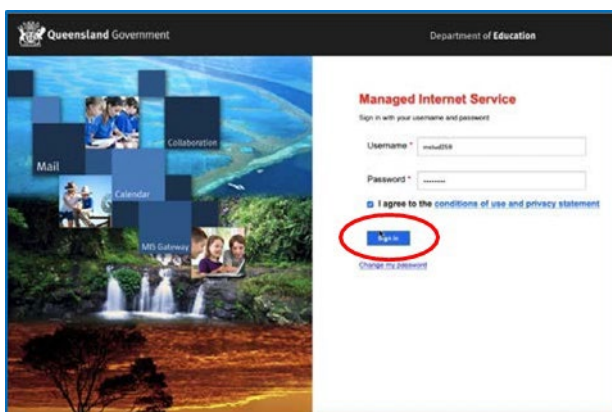
To start, connect to the internet, open **Safari** and type in **portal.manage.microsoft.com**

Step 2



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

Step 3



Enter the school username and password you were provided.

Then accept the terms and conditions and select **Sign in**, then **Yes** on the next screen.

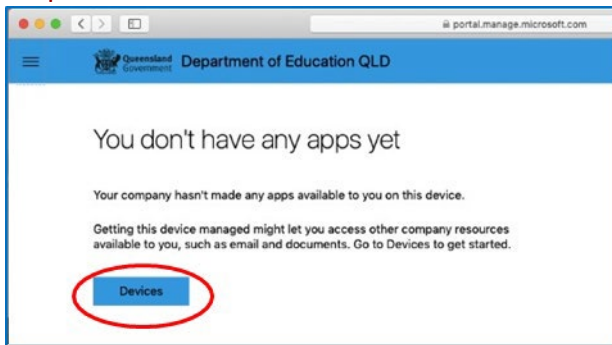


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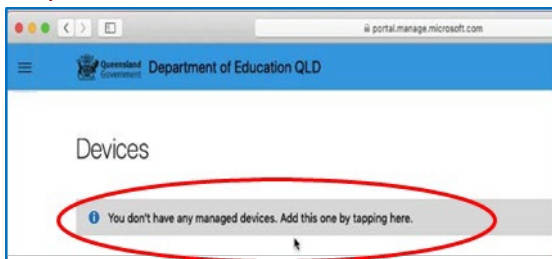
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Step 4



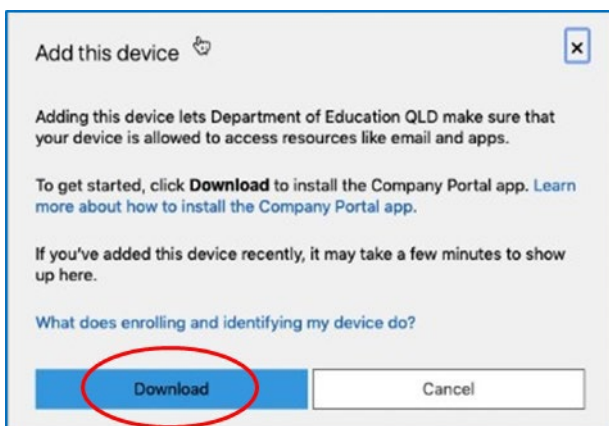
The Intune company portal will open, select **Devices**.

Step 5



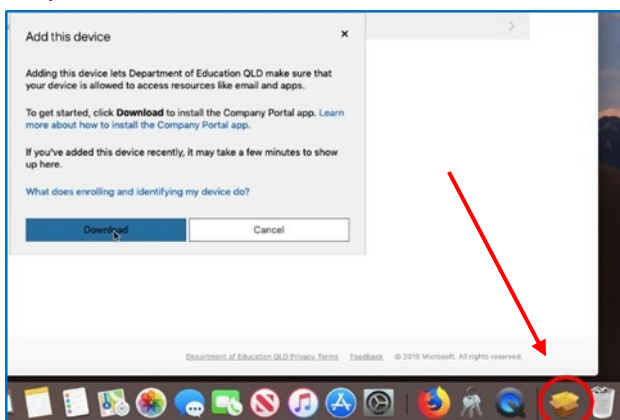
Then, select the option that appears. This will either be **You don't have any managed devices** or **Tap now to tell us which device you are using or add a new device**.

Step 6



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

Step 7



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

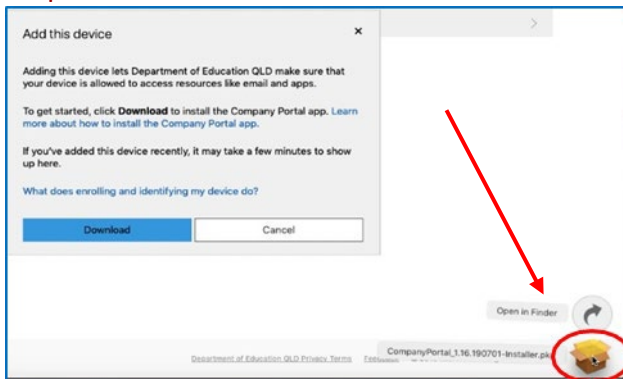


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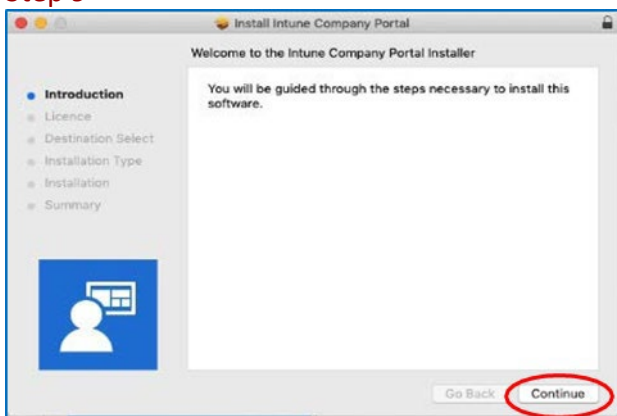
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Step 8



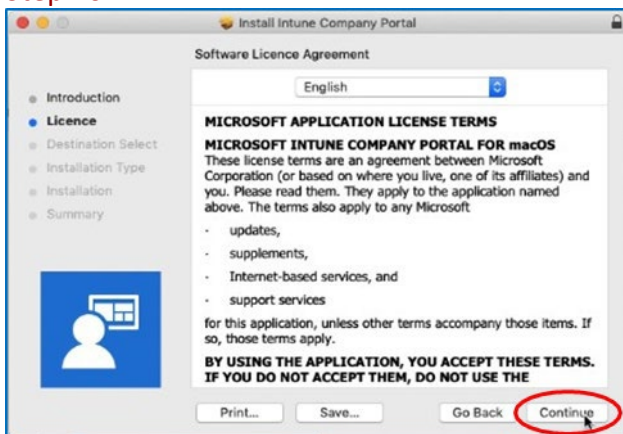
Then select the **Open box icon** next to the Company Portal Installer pkg file.

Step 9



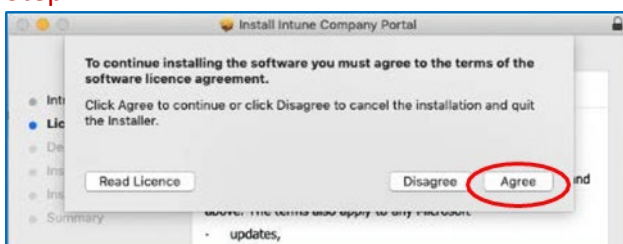
Please select **Continue**.

Step 10



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

Step 11



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

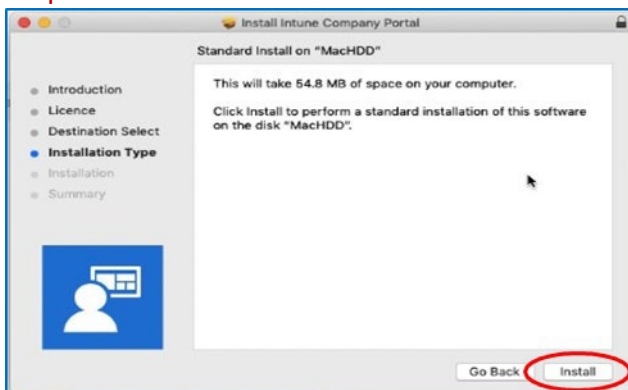


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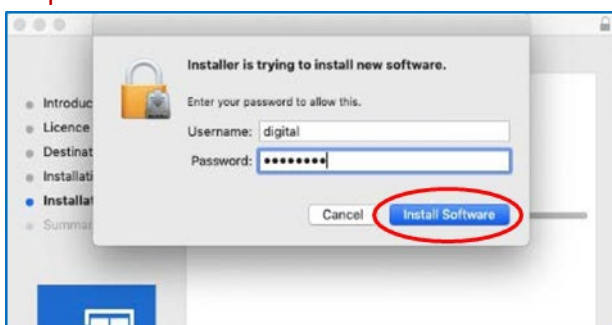
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Step 12



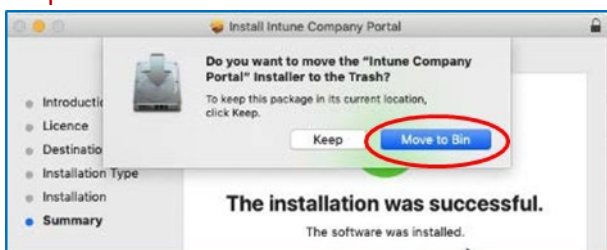
Next, select **Install**.

Step 13



Please enter your username, password of your device and select **Install Software**. When the installation has finished, select **Close**.

Step 14



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

Step 15



Next, you need to enrol into Intune.

Select **Launchpad** and then select the **Company Portal app**. Then, select **Sign In**.

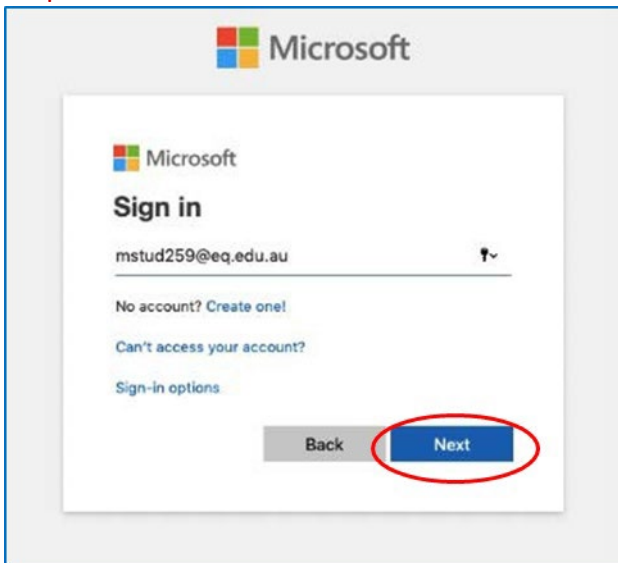


Always worthy

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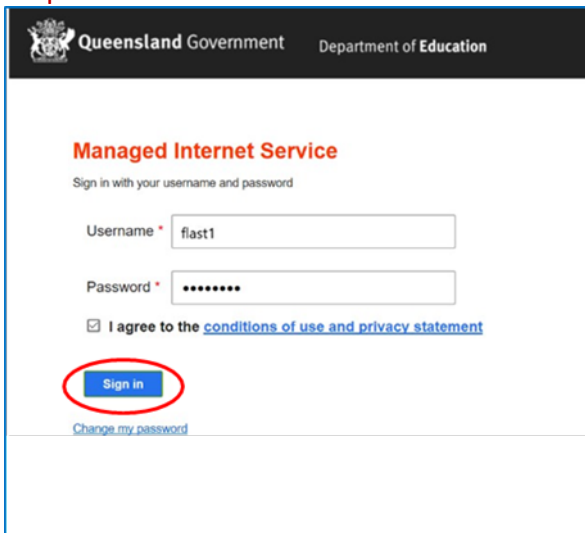
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Step 16

A screenshot of the Microsoft Sign in page. The Microsoft logo is at the top. Below it, the text 'Sign in' is displayed. A text input field contains the email address 'mstud259@eq.edu.au'. Below the input field, there are links for 'No account? Create one!', 'Can't access your account?', and 'Sign-in options'. At the bottom, there are two buttons: 'Back' and 'Next'. The 'Next' button is highlighted with a red circle.

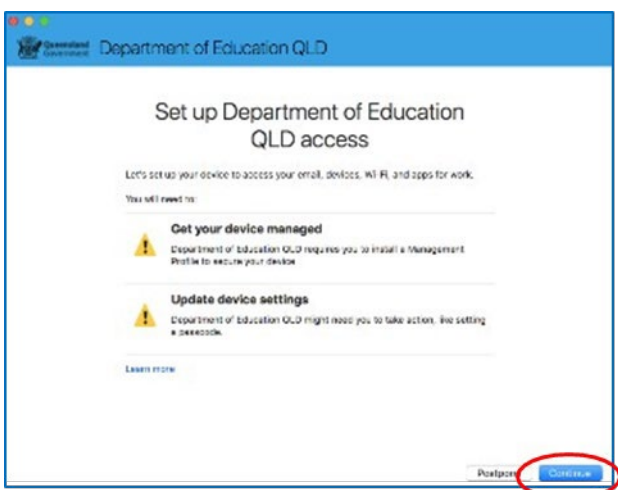
If presented with the Microsoft Sign in screen, enter your supplied EQ email address. Then, select **Next**.

Step 17

A screenshot of the Queensland Government Department of Education 'Managed Internet Service' sign-in page. The header shows the Queensland Government logo and 'Department of Education'. The main heading is 'Managed Internet Service'. Below it, the text 'Sign in with your username and password' is displayed. There are two input fields: 'Username' with the value 'flast1' and 'Password' with masked characters. Below the password field, there is a checkbox labeled 'I agree to the conditions of use and privacy statement'. At the bottom, there is a 'Sign in' button highlighted with a red circle, and a link for 'Change my password'.

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

Step 18

A screenshot of the 'Set up Department of Education QLD access' screen. The header shows the Queensland Government logo and 'Department of Education QLD'. The main heading is 'Set up Department of Education QLD access'. Below it, the text 'Let's set up your device to access your email, devices, Wi-Fi, and apps for work.' is displayed. There are two sections: 'Get your device managed' and 'Update device settings', both with warning icons. At the bottom, there are two buttons: 'Postpone' and 'Continue'. The 'Continue' button is highlighted with a red circle.

Then, select **Continue**.

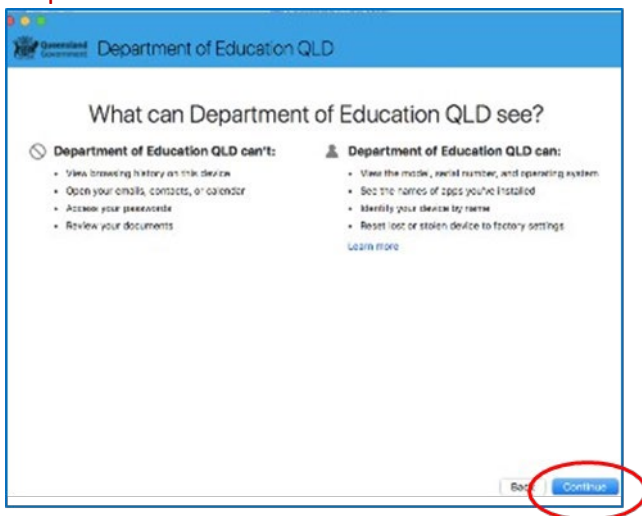


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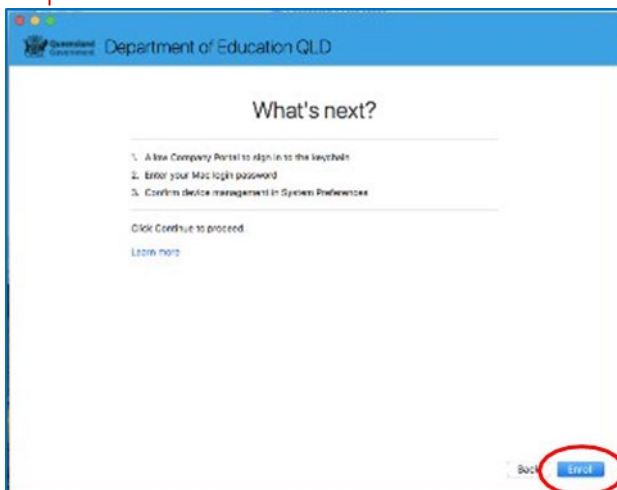
Step 19



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

Select **Continue**

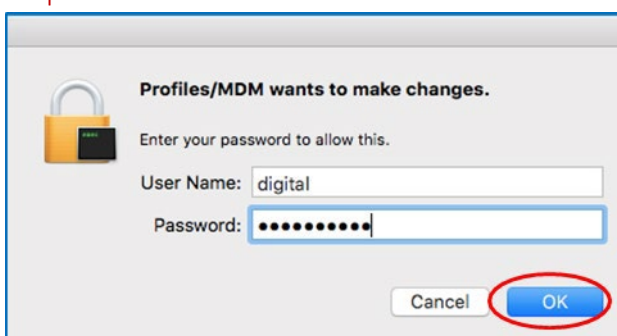
Step 20



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

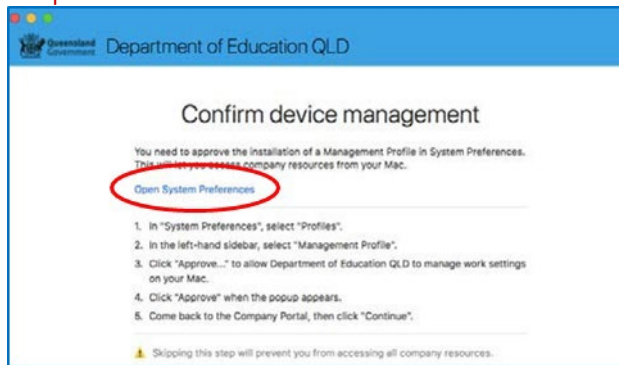
Step 21



Please enter the username and password for your device and select **OK**.

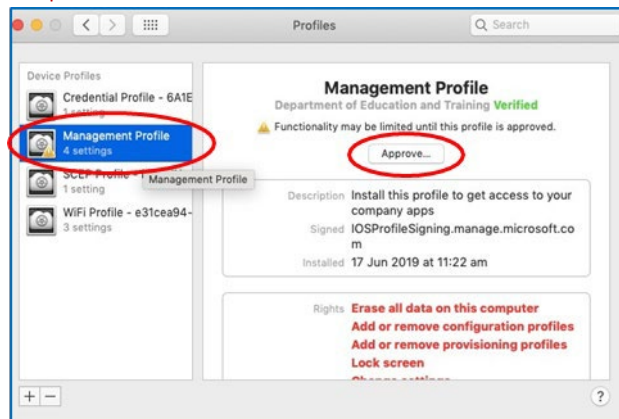
It may take a few minutes for the management profile to be installed

Step 22



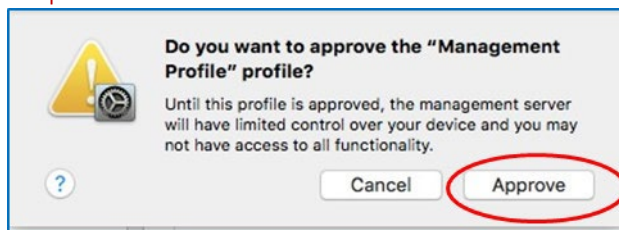
Then, select **Open System Preferences**

Step 23



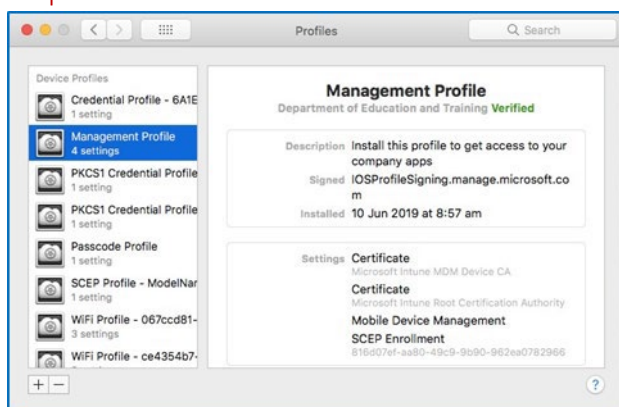
Select Management Profile and then **Approve**

Step 24



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

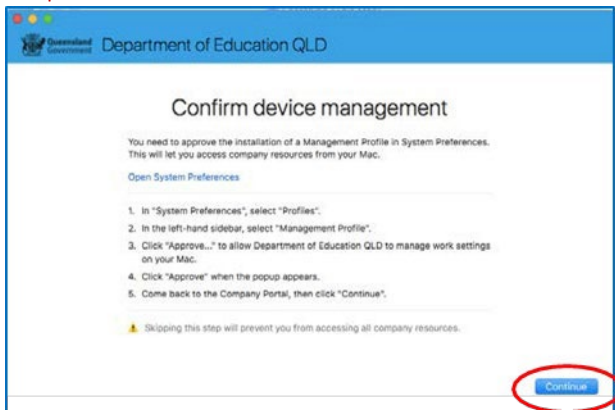
Step 25



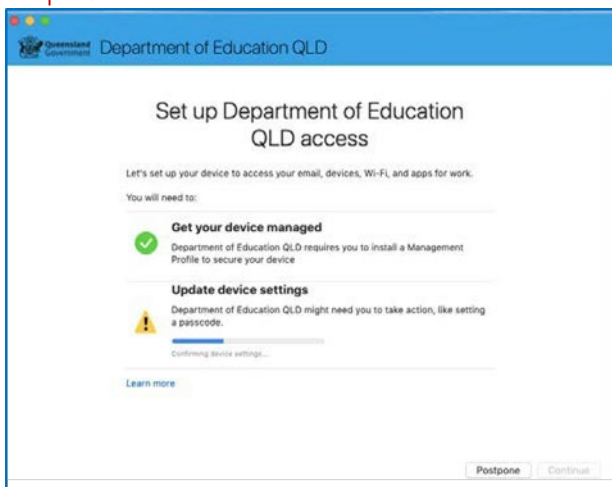
The system preference screen will be displayed and you can close this window.



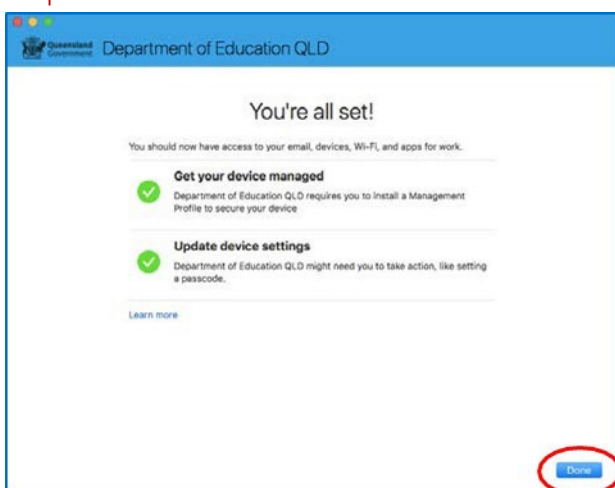
Step 26



Step 27



Step 28



Close the Company Portal.

You are now ready to install the apps your school has recommended.



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

Wait as the Company Portal updates the device settings.

When the tick appears against Updated 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.