INTUNE – How to guide
Getting started with <mark>STUDENT</mark> school-owned iOS device

<mark>Please use your personal hotspot or home wi-fi</mark>

This document explains how to get a newly purchased (out-of-the-box) school-owned iOS device set up and ready to use.

While the school-owned device will be mostly set up, you will still need to select some settings and enrol the device into Intune.

Once enrolled into Intune, you will be able to install school learning applications.

These instructions are for devices using iOS version 12.2+, instructions may look at little different, just keep following the prompts.

Students will need to know their school username /email address and school password

Note: During the set up process, please ensure the device remains connected to power to ensure there are no interruptions to an internet connection.
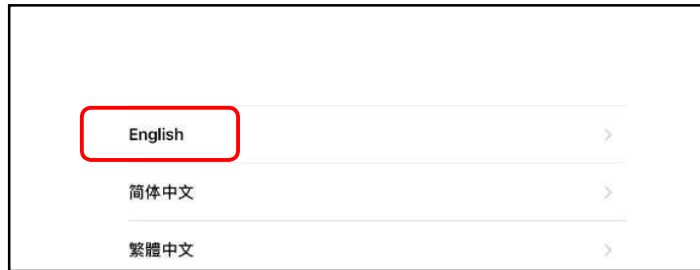
Step 1. Establish manufacturer settings

a. Turn on your device. Hello in many languages will be displayed. Press home button to start setup or if you are using an iPad pro, swipe up from the bottom of the screen.
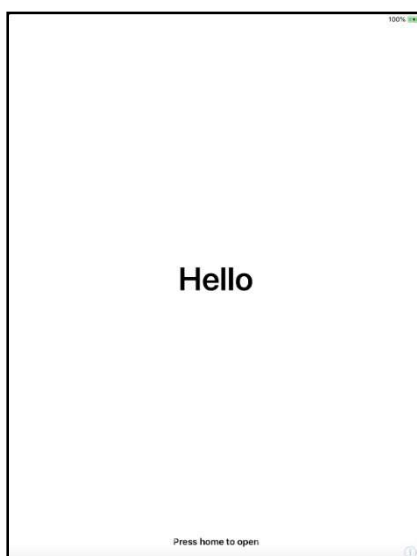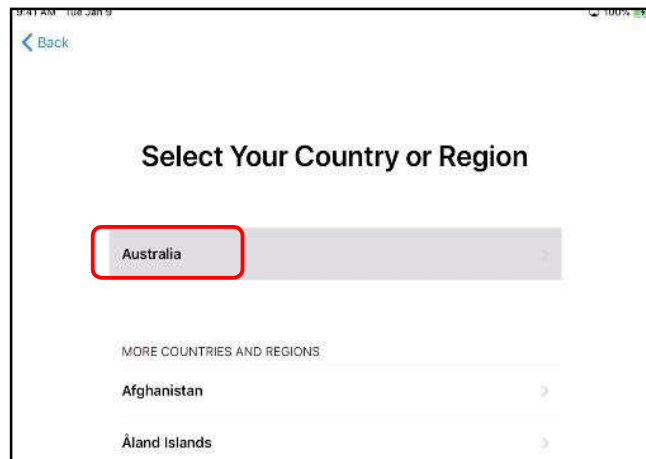

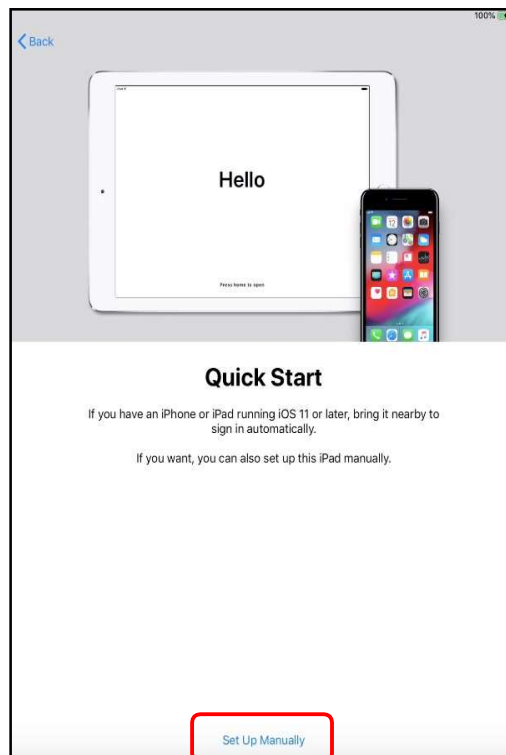
b. Language selection screen appears. Select **English**.

c.   Select Your Country or Region screen appears. Select **Australia**.

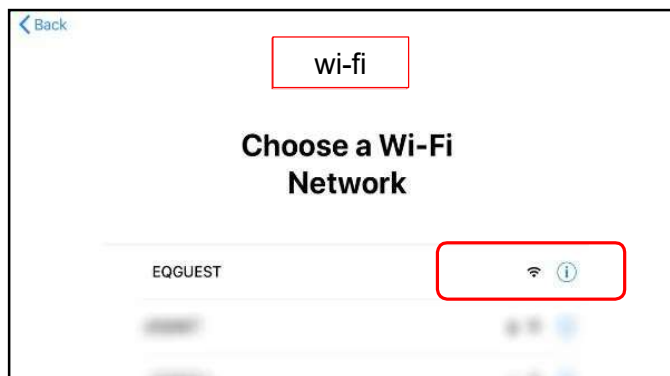d.   Next you'll arrive at the Quick Start page. Select **Set Up Manually**.

Step 2. Connect to the internet

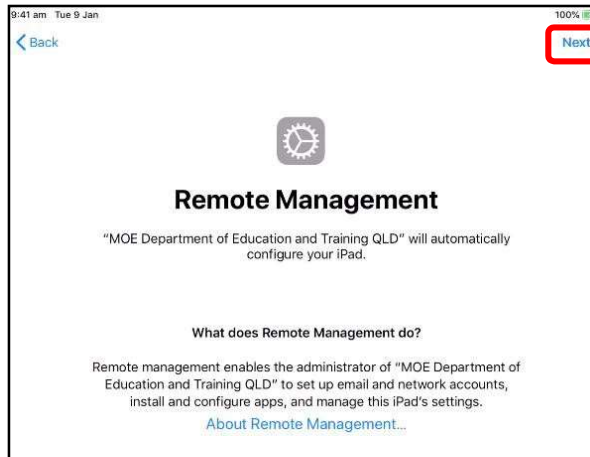a. A Choose a Wi-Fi Network Screen appears.

b. **You need to join a personal hotspot or home wi-fi.**

Step 3. Initiate enrolment

a. The Remote Management screen appears. Select **Next** and then wait for the installation and configuration to be completed.


The next screens will only present if your school-owned iPad is being set up for individual use. Then you will be asked to set up security to protect your device and data.
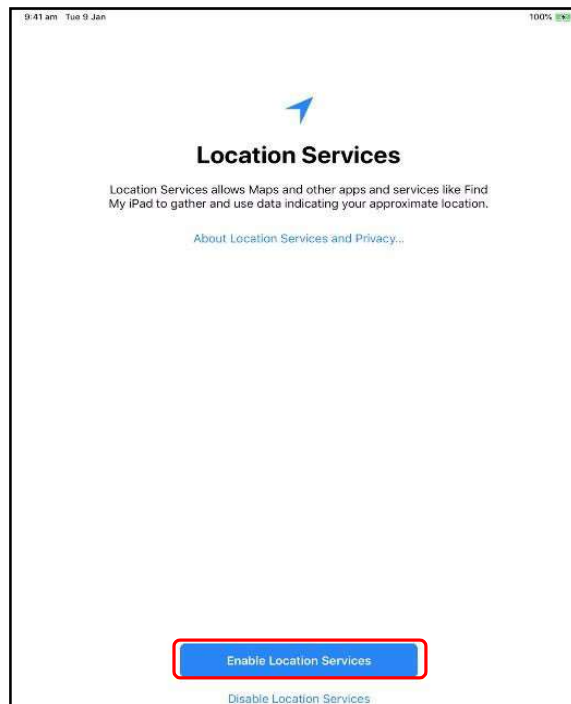
b. The Touch ID screen will present (if applicable for your school). With this feature you can use your fingerprint to unlock the device. Select **Continue** and follow the instructions.
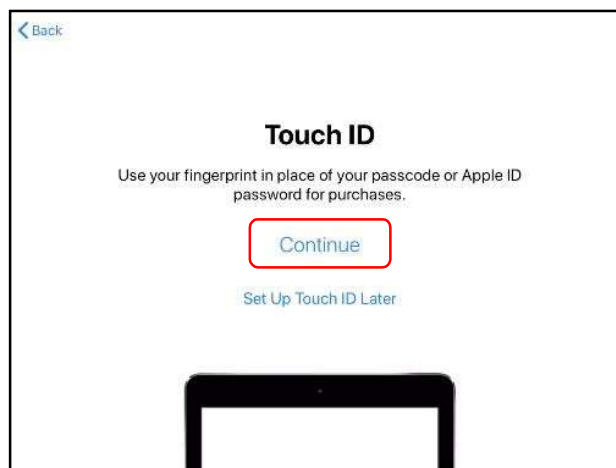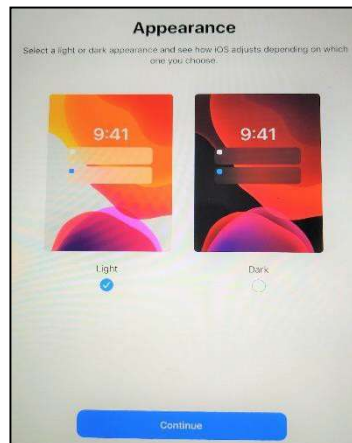
c. Next, enter a passcode. This will help protect your data on the device.
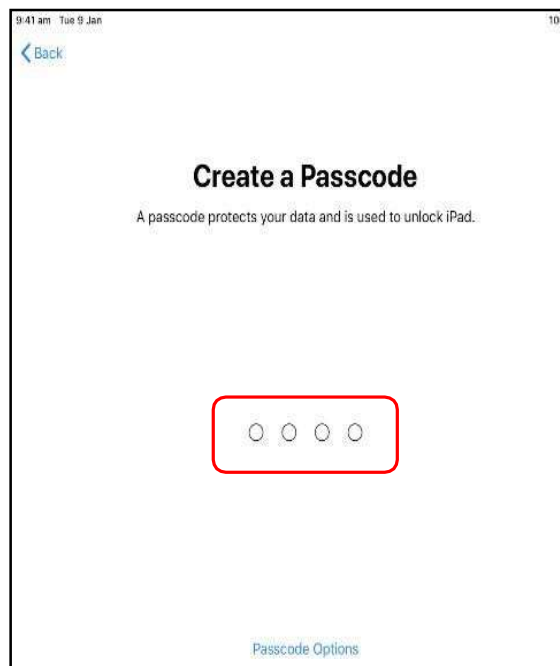
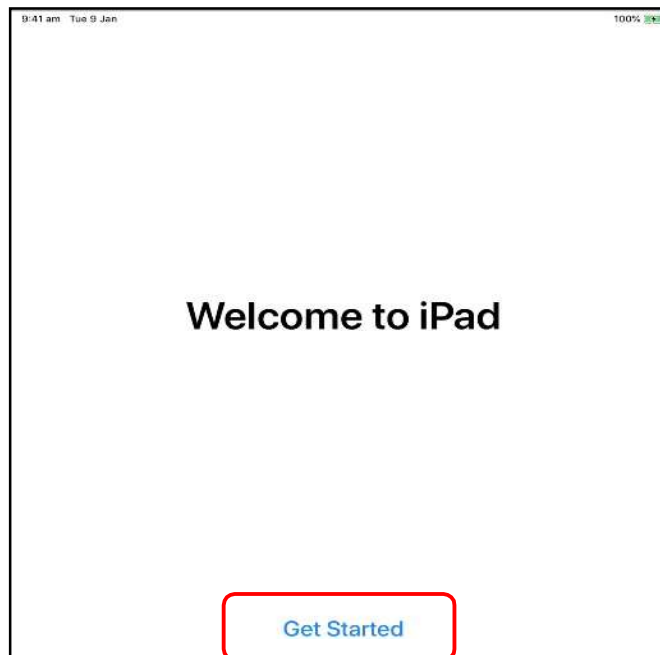d. Select Enable Location Services. This will help detect the device's location which can be useful if it is lost.

e. Choose Appearance (depending on your schools configuration).

f. The next screen is Welcome to iPad. Select **Get Started**. If your device is for individual use, continue with Step 4.

If the device you are setting up is for shared use, your setup is completed.

Step 4. Enrol Company portal

a. The default home screen appears. It may take some time for setup and for the company portal to install. For best results, ensure the iPad does not go to sleep during the following steps.
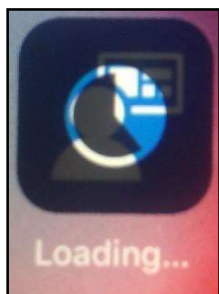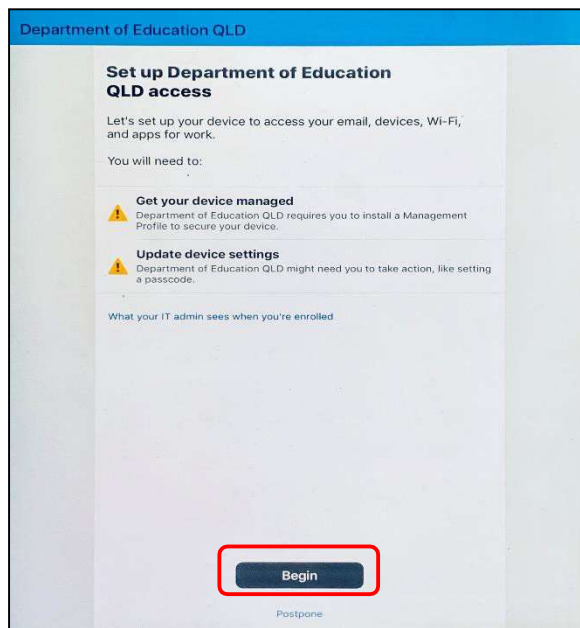

b. A Sign in screen appears. Enter your EQ email address details (e.g.username@eq.edu.au). Select **Next**.
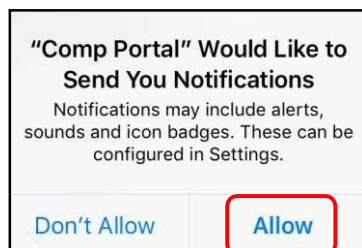

Note: Do not use a Microsoft account
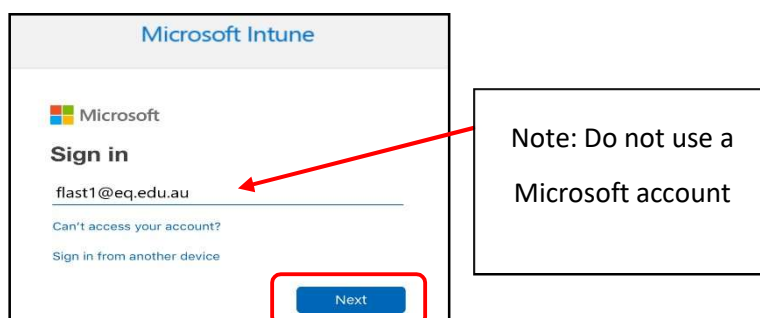
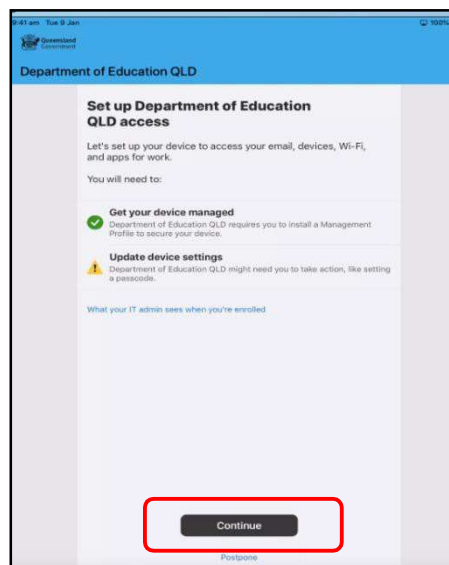c. Enter your username and password. Tick the box to accept terms and conditions. Select **Sign in**.
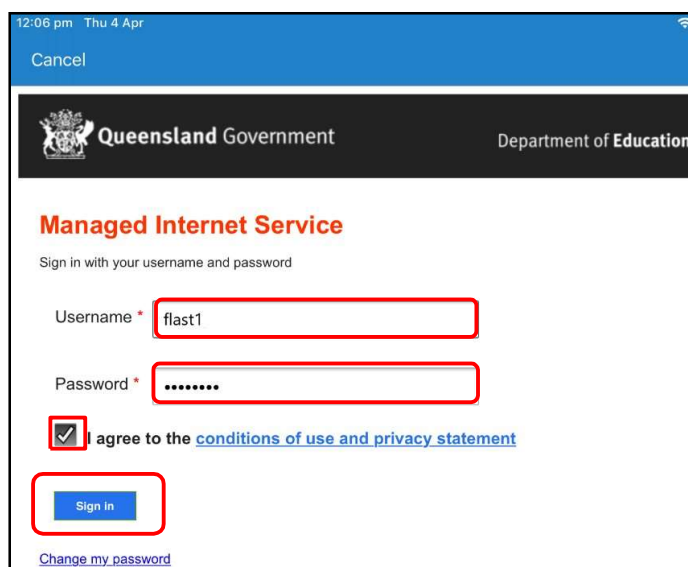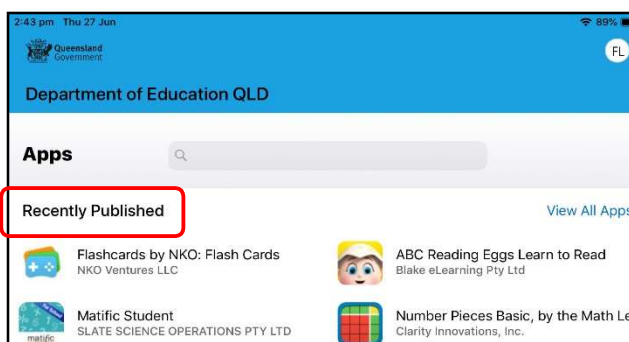
d. Next a setup screen appears. Select **Begin**.

e. Wait while the device is being set-up. You may be asked for permission for the company portal to send notifications. Select **Allow**.

f. Your device is now managed through the Company Portal. Select **Continue** to complete the setup.

g. The company portal displays recently published apps.

h. **Keep your device on and connected to the internet as your devicefinishes installation and setup.**

Any apps which are required on your device will be downloaded and installed. Your device is now built and ready to use. If you have a problem, contact your school for assistance.

Once connected to **Company Portal** and your iPad is set-up.

At school please connect your ipad to iDET/ EQNET

Browse to Safari- BING enter in your school details when the proxy box pops up : Click SETIINGS -- Enter in your school details
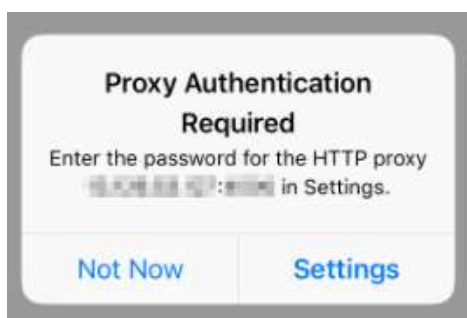
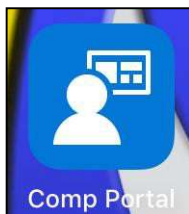**Your school assigned apps will download once connected to the internet.**

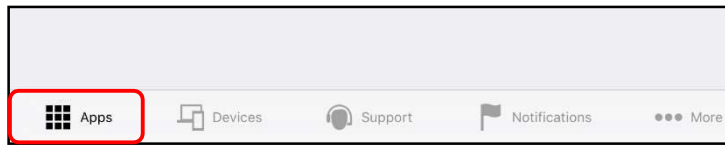*If additional apps your school has made available to you,follow the instructions at Step 5.*

Step 5. Install an app

While required apps will automatically download and install, your school may make other apps available to you.
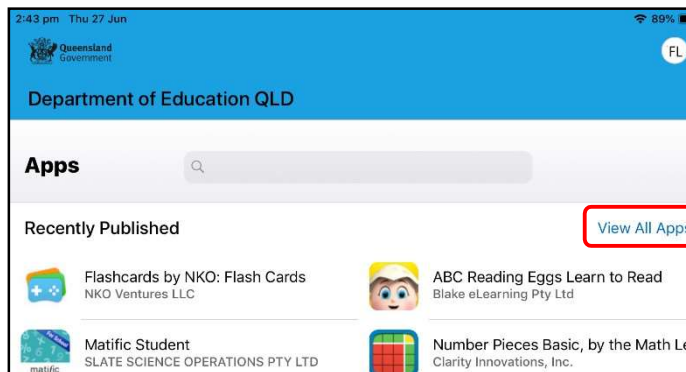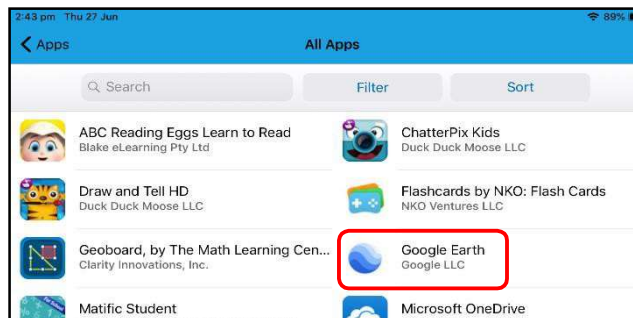
a. Select the company portal icon to open the app.

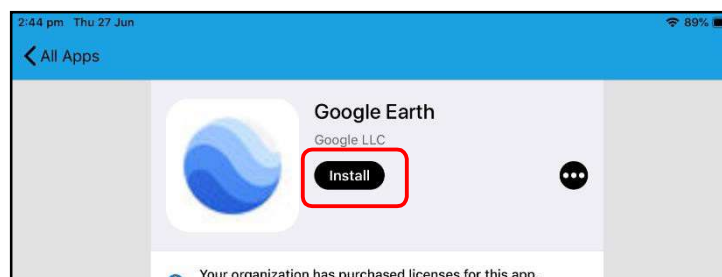b. Select **Apps** at the bottom left hand of the screen.

c. The app store will display recently published apps. Select **View All Apps** to see the full list of apps available for you to install.
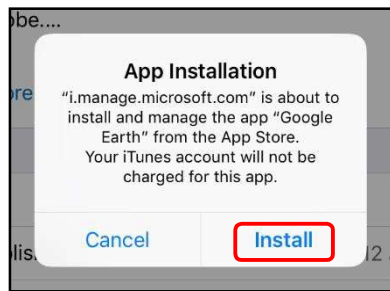

d. Select the app which you want to install, for example, Google Earth.

e. Information about the app will be displayed. Select **Install**.

f.   A confirmation screen will be displayed. Select **Install**.

g.   Press Home to minimise the company portal window or if using an iPad pro, slide up from the bottom of the screen and select Home screen. See if the app you downloaded is available for use. Sometimes the status shows downloading or pending, but the app is installed. Repeat the steps to install additional apps.

Queensland Government