

Getting your BYO device ready for school

Intune – What is Intune?

Intune is a secure mobile management system that allows you to use school Wi-Fi, emails, learning applications and websites on personal devices.

These instructions will show you how to enrol a BYO macOS device into Intune and install an application. This process may take up to 15 minutes to complete.

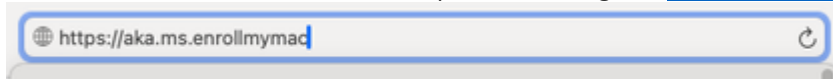
Before you start, please have ready your school email address and password. If you require this information, please contact IT Support at techsupport@helensvaleshs.eq.edu.au

These instructions are for macOS. You may find some of the screens look different to the ones provided here if you have an older version of macOS or there are changes made to Intune.

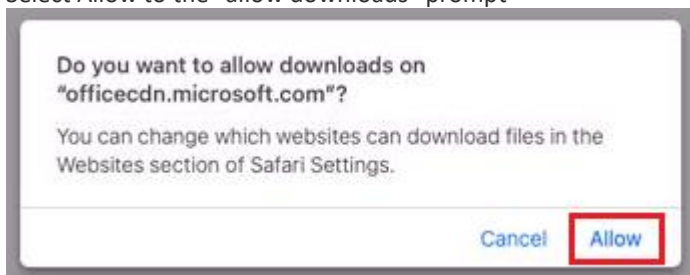
If the installation fails at any time, please re-open the Intune app and try again.

Step 1. Install Intune

- a. To start, connect to the internet, then open Safari and go to: <https://aka.ms/enrollmymac>



- b. Select Allow to the "allow downloads" prompt

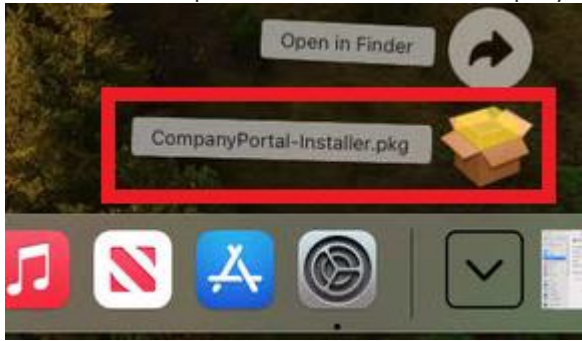


It may take a few seconds to complete.

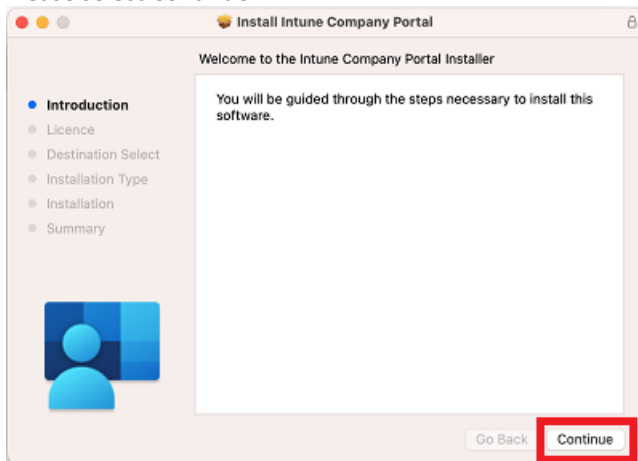
- c. Select the Folder icon at the bottom of your screen.



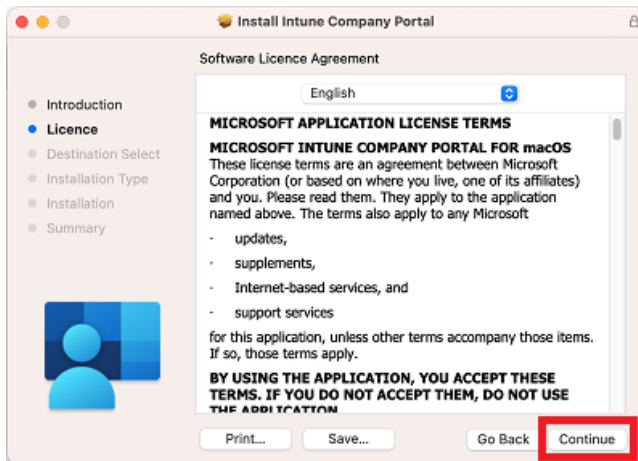
- d. Then select the Open box icon next to the Company Portal Installer file.



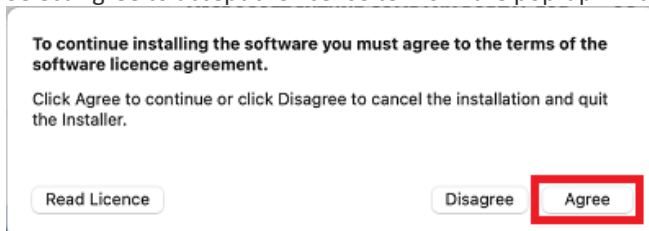
- e. Please select Continue.



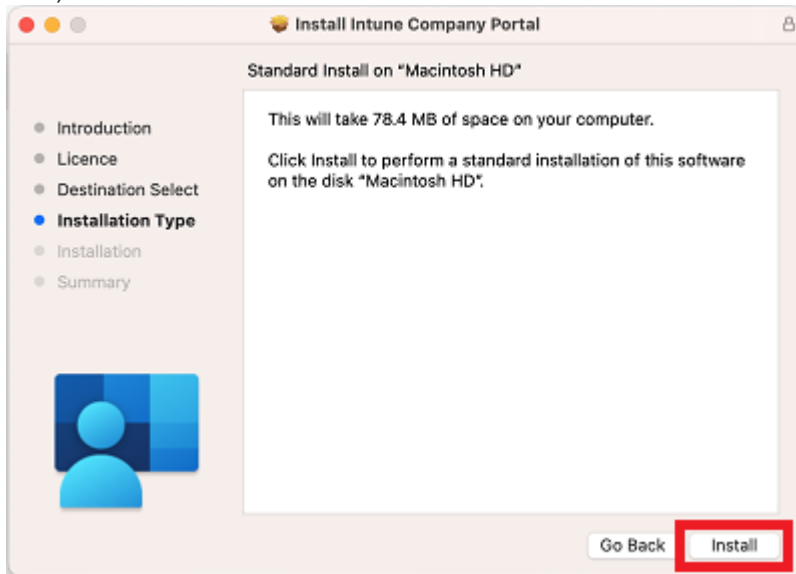
- f. Please read the license terms and then select Continue.



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



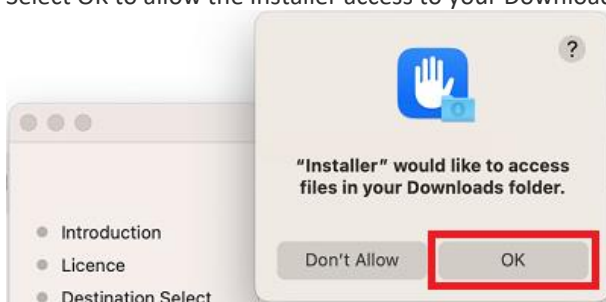
h. Next, select Install.



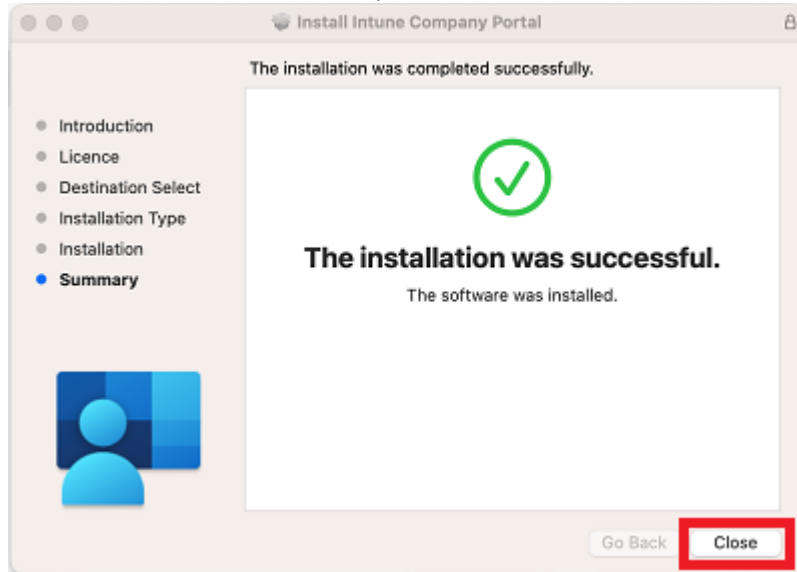
i. Please enter your username, password of your device (**Not your school account**) and select Install Software.



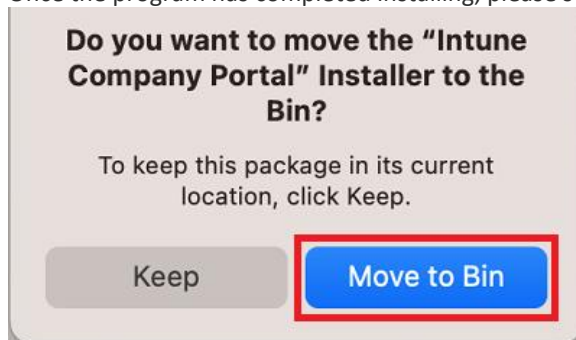
j. Select OK to allow the Installer access to your Downloads folder



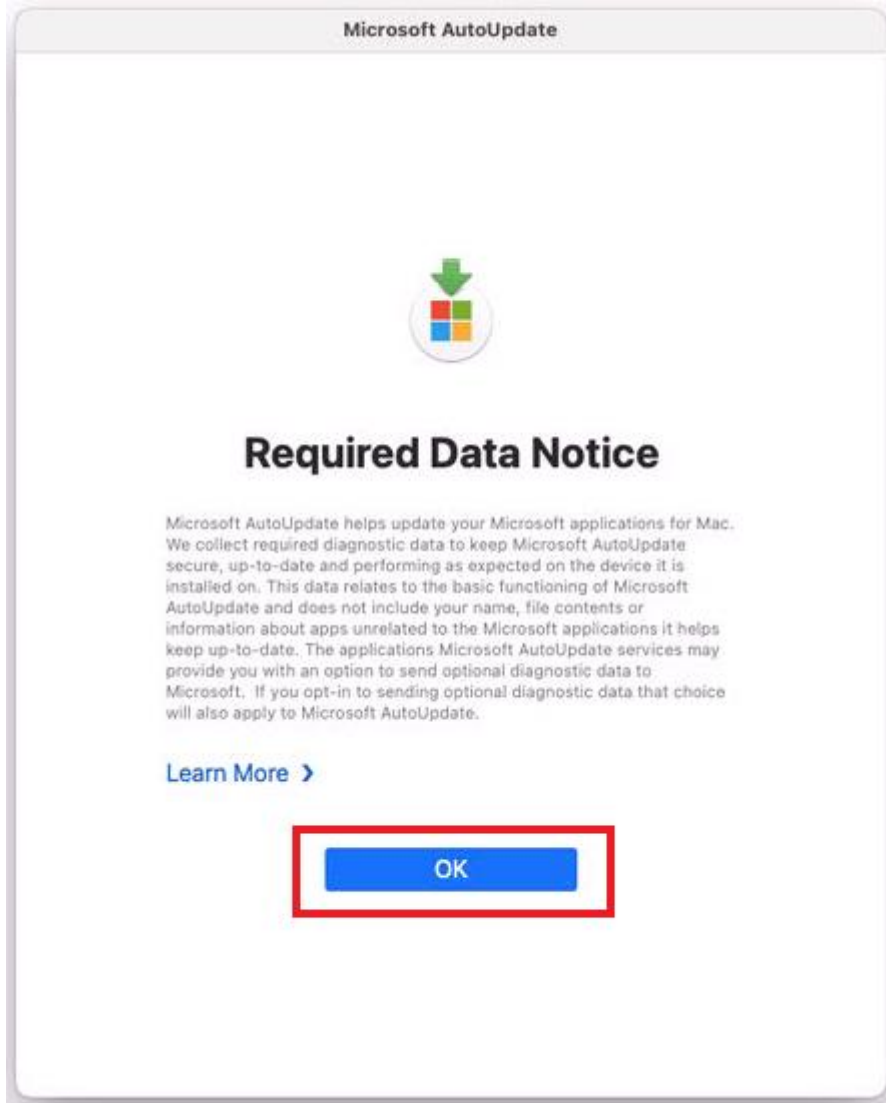
- k. When the installation has finished, select Close.



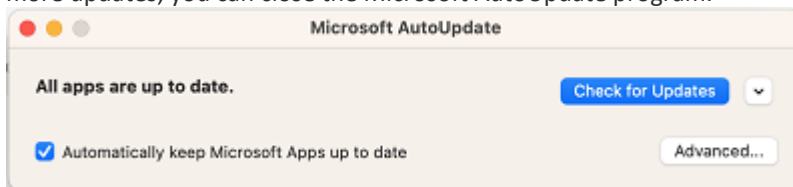
- l. Once the program has completed installing, please select Move to Bin.



- m. Microsoft AutoUpdate will appear. Select OK and then

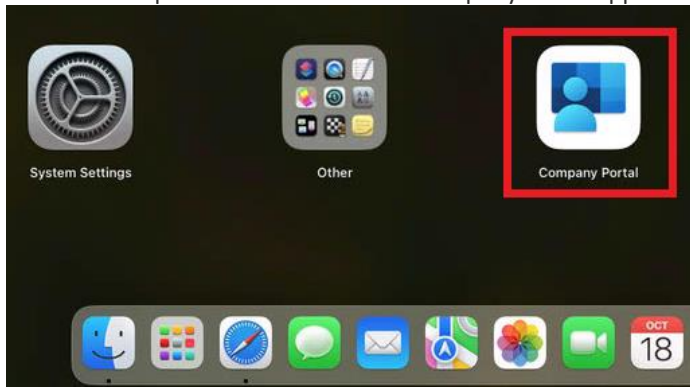


- n. Update if there are updates waiting. You may need to repeat this step a few times. Once there are no more updates, you can close the Microsoft AutoUpdate program.

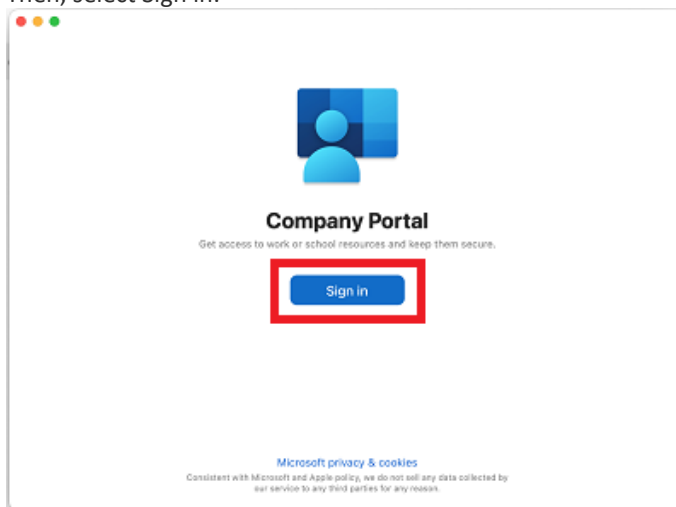


Step 2. Enrol your device into Intune

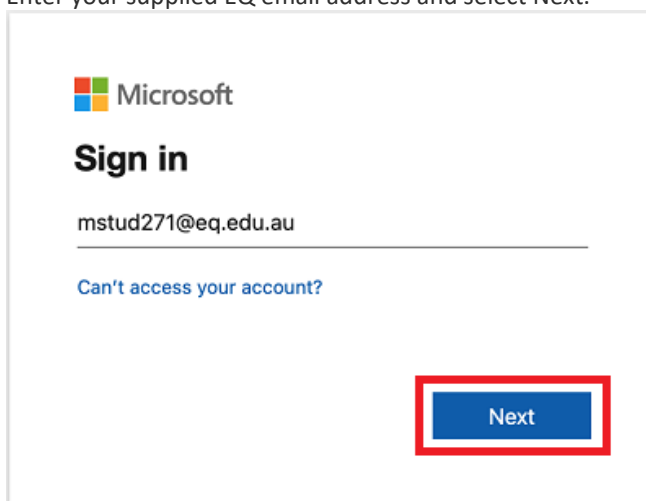
- a. Select Launchpad and then select the Company Portal app.



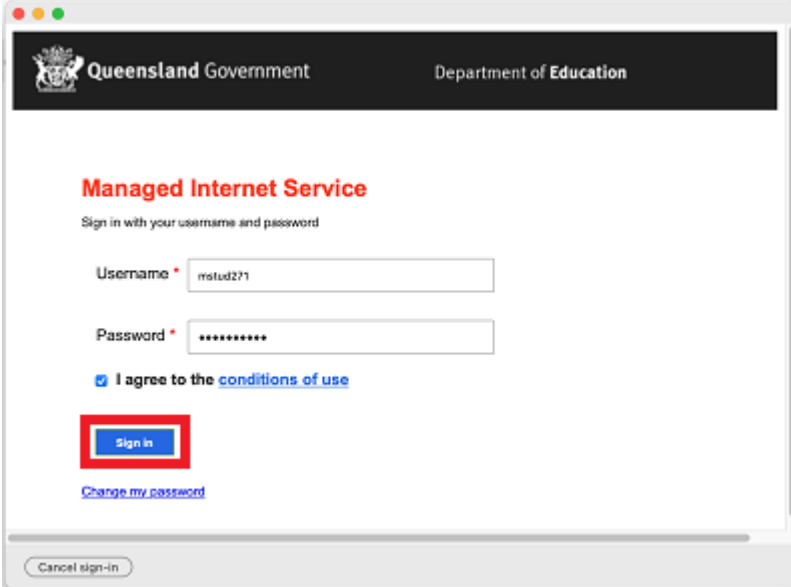
- b. Then, select Sign in.



- c. Enter your supplied EQ email address and select Next.

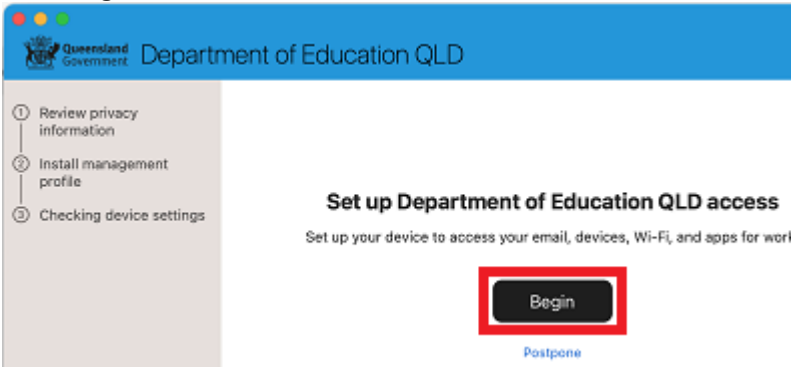


- d. Enter the username, password and accept the terms and conditions. Then select Sign in.



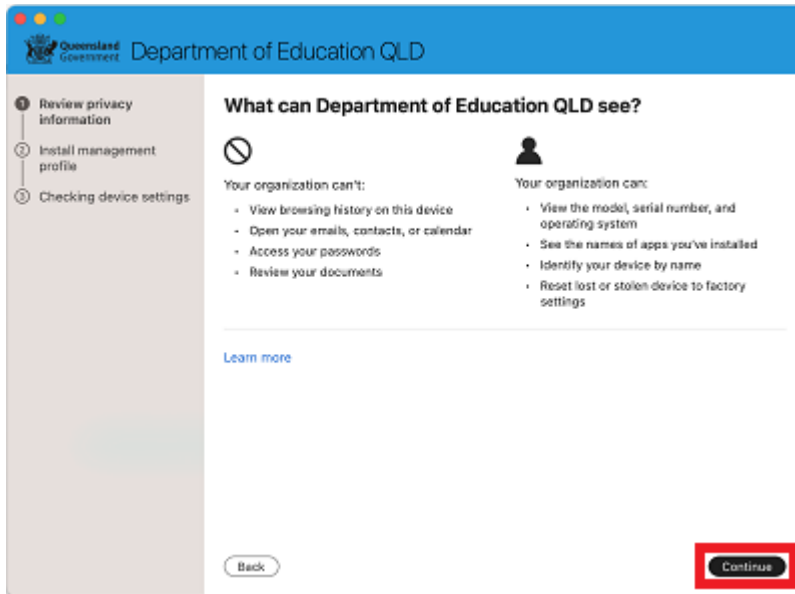
The screenshot shows a web browser window with the Queensland Government logo and 'Department of Education' in the top left. The main heading is 'Managed Internet Service' in red. Below it, the text says 'Sign in with your username and password'. There are two input fields: 'Username' with the value 'mstud271' and 'Password' with masked characters. A checkbox is checked with the text 'I agree to the conditions of use'. A blue 'Sign in' button is highlighted with a red box. Below the button is a link 'Change my password'. At the bottom left, there is a 'Cancel sign-in' button.

- e. Select Begin.

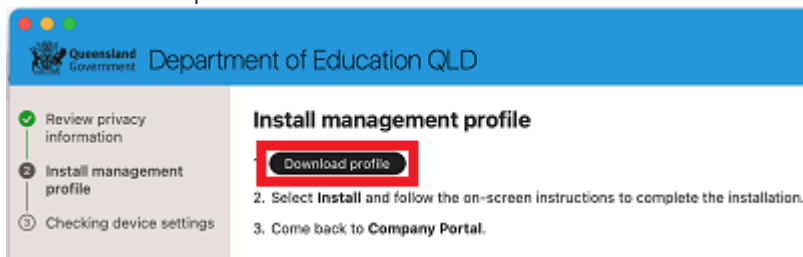


The screenshot shows a web browser window with the Queensland Government logo and 'Department of Education QLD' in the top left. On the left side, there is a vertical list of steps: 1. Review privacy information, 2. Install management profile, and 3. Checking device settings. The main heading is 'Set up Department of Education QLD access' in bold. Below it, the text says 'Set up your device to access your email, devices, Wi-Fi, and apps for work.' A dark grey 'Begin' button is highlighted with a red box. Below the button is a link 'Postpone'.

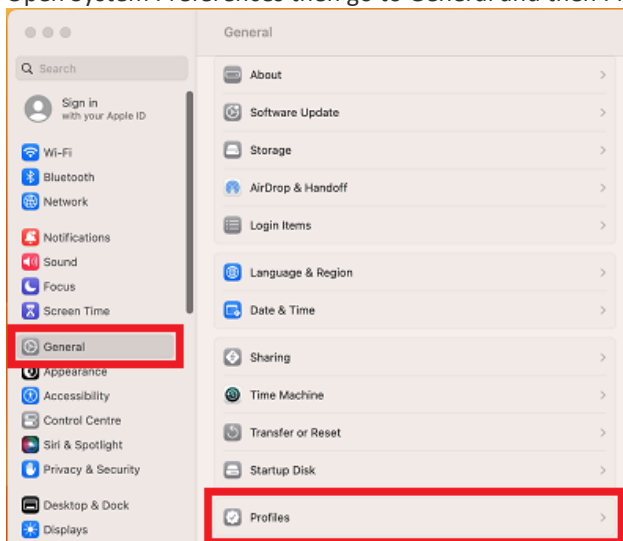
- f. This explains what your school IT administrator can and cannot see on your Mac device. Select Continue.



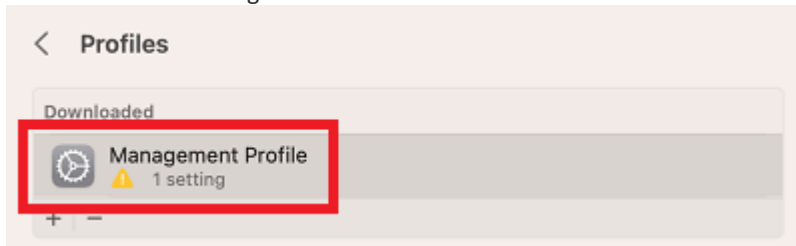
- g. Select Download profile.



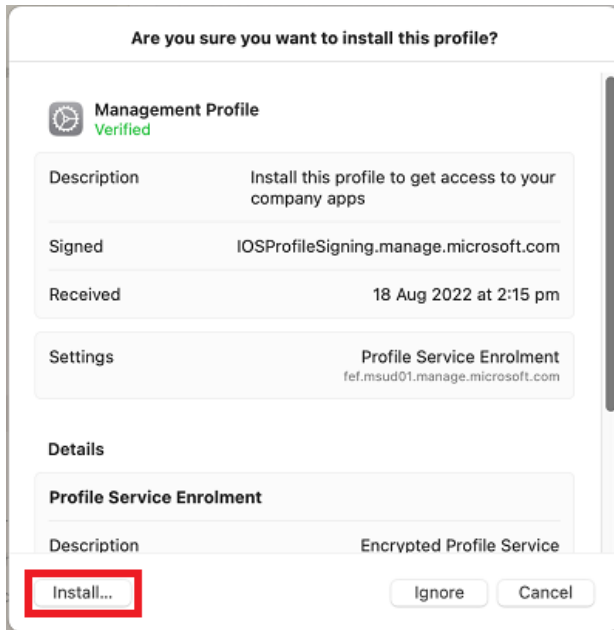
- h. Open System Preferences then go to General and then Profiles



- i. Double click the Management Profile



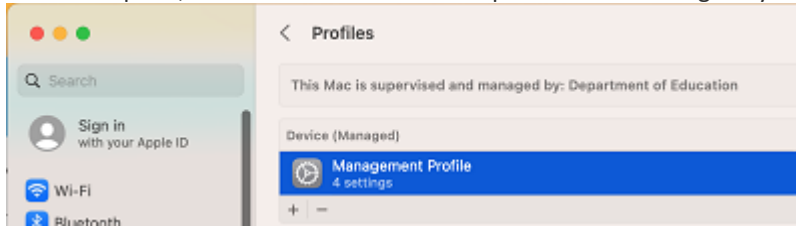
- j. Select Install...



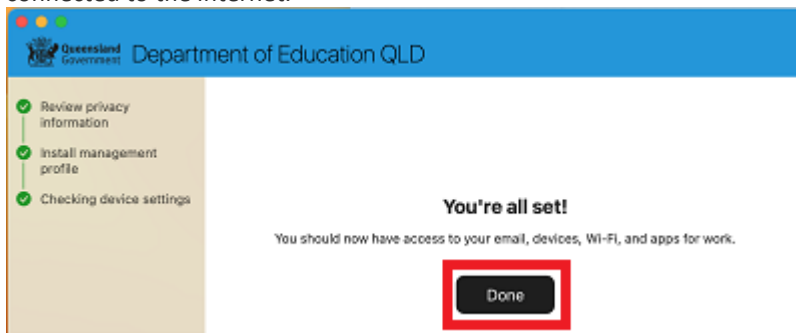
- k. Enter the username and password for your device and select Enrol. It may take a few minutes for the management profiles to be installed.



- l. When complete, it will show that it is now supervised and managed by the department.



- m. Go back to Company Portal and wait as it updates the device settings, then 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.



Close the Company Portal.
You have now finished installing Intune.