

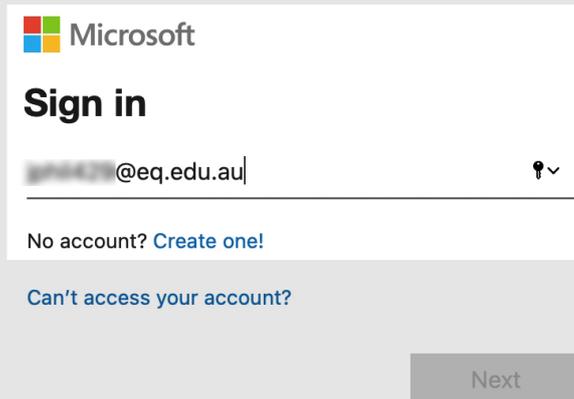


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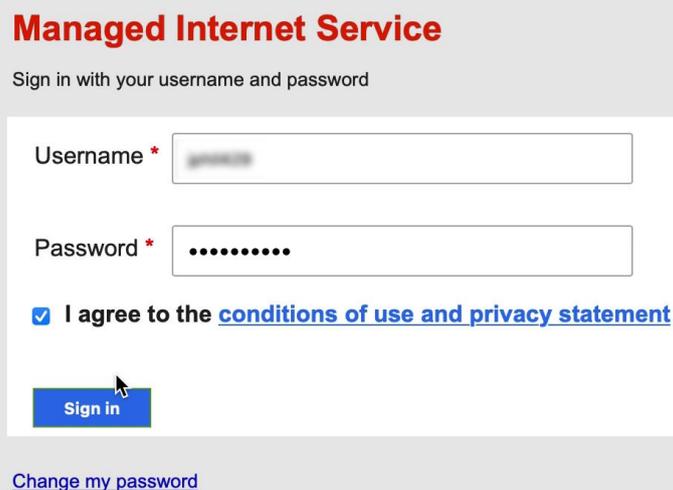
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MacOS BYOD Wi-Fi Connection Guide (At Home)

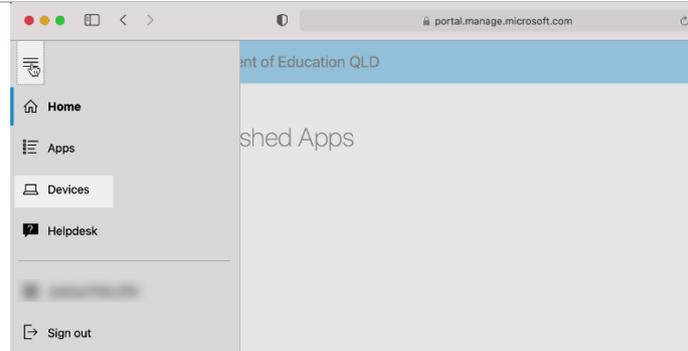
Step 1: To start, head to portal.manage.microsoft.com



Step 2: It'll prompt you for your school user name and password. Type it in, if you don't know it ask your teacher to reset it.



Step 3: If it asks which device you're using, choose MacBook. Then click on the 3 lines in the top left-hand corner to open a menu. Choose "Devices".

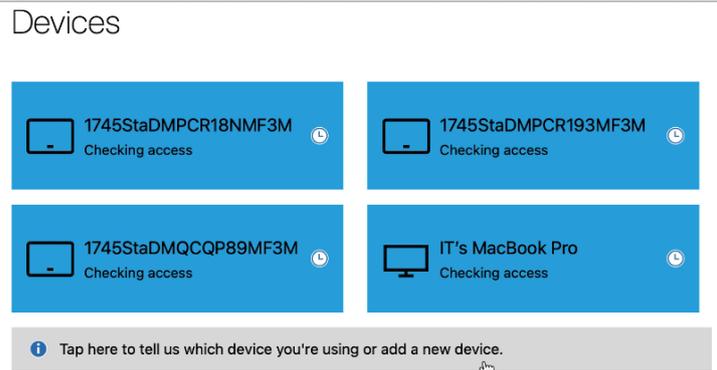




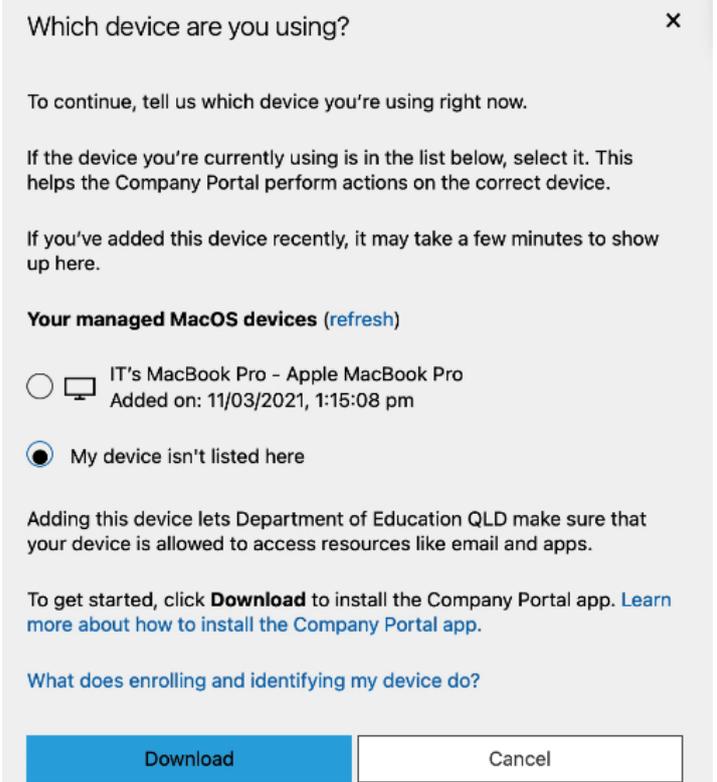
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Step 4: There will be a **grey box, click on it.** If there are any blue boxes ignore them.

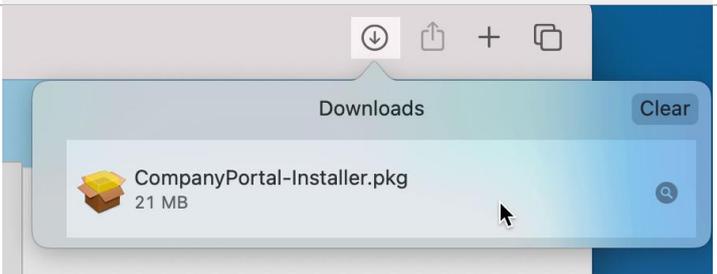


Step 5: If asks “Which device are you using?”, **click “My device isn’t listed here”** even if it is listed then click “Download”.



It will ask you if you wish to Download, **click “Allow”**.

Step 6: Click on the Download icon in the top right corner and open “CompanyPortal-Installer” once the download finished.

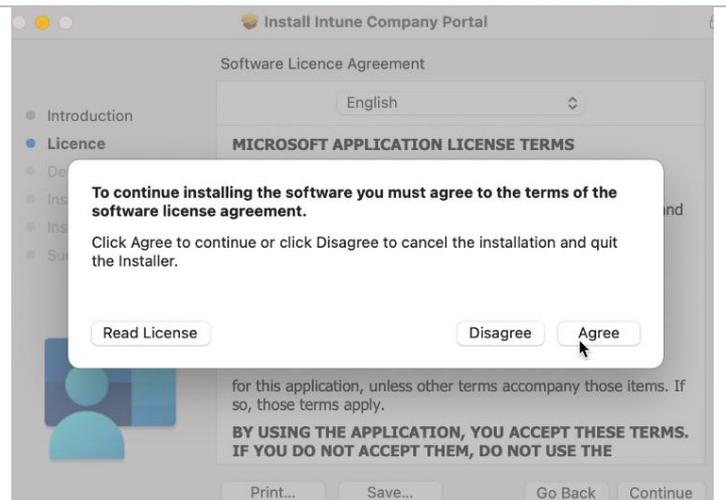




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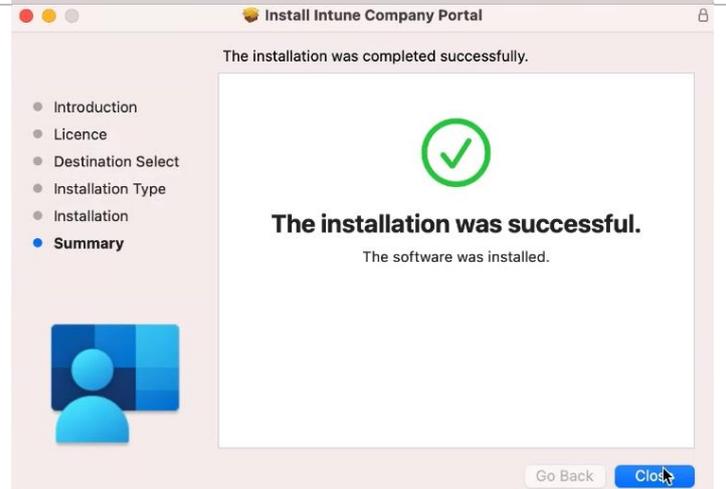
Step 7: Once Company Portal opens, click Continue & Agree until it gets to the Installation step.



Step 8: Once at the Installation step this box will appear, type your mac password in (the password you use to log into the device).



Step 9: Once it installs, click close. It'll then ask you if you wish to delete the installer. Click yes as well.

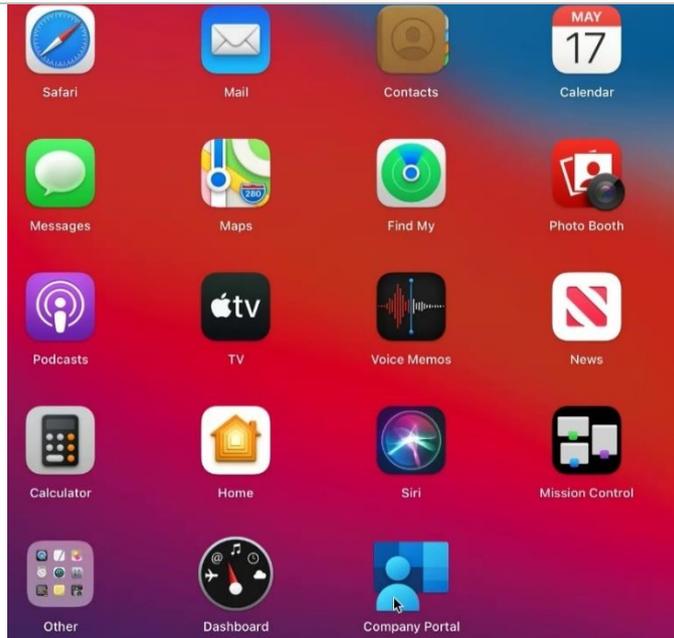




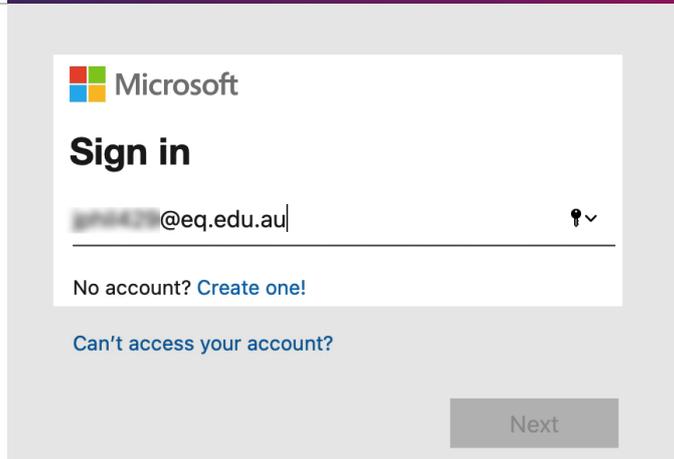
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Step 10: An app called **Company Portal** has been installed. You can **open it** by going to the Launchpad or in the Application folder.

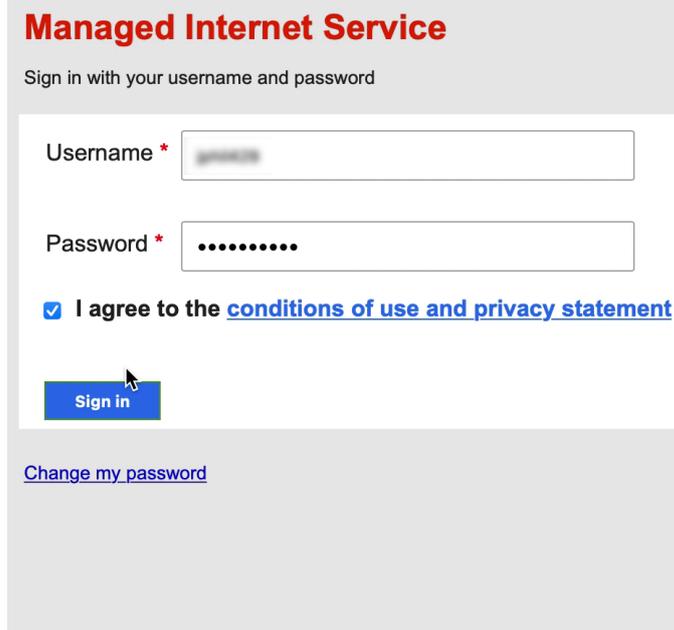


Step 11: Once Company Portal opens, **press Continue**. It'll ask you for your **school email address**; type it in.
e.g.
jsmit123@eq.edu.au



Step 12: It'll ask for your **school password**, type it in (this **isn't** your daymap password). **Click agree to T&C**, then **Sign In**.

You can ask your teacher to reset this if you don't know.





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Step 13: This screen should appear (if it doesn't contact I.T.) and click Begin.

Queensland Government Department of Education QLD

- 1 Review privacy information
- 2 Install management profile
- 3 Check device settings

Set up Department of Education QLD access

Set up your device to access your email, devices, Wi-Fi, and apps for work.

Begin

Postpone

Step 14: Click Continue.

Queensland Government Department of Education QLD

- 1 Review privacy information
- 2 Install management profile
- 3 Check device settings

What can Department of Education QLD see or do when I enroll my device?

Your organization can't:

- View browsing history on this device
- Open your emails, contacts, or calendar
- Access your passwords
- Review your documents

Your organization can:

- View the model, serial number, and operating system
- See the names of apps you've installed
- Identify your device by name
- Reset lost or stolen device to factory settings

Learn more

Back Continue

Step 15: Click Download Profile.

Queensland Government Department of Education QLD

- 1 Review privacy information
- 2 Install management profile
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Install management profile

1. **Download profile**
2. Select **Install** and follow the on-screen instructions to complete the installation.
3. Come back to **Company Portal**.

Learn more

Back

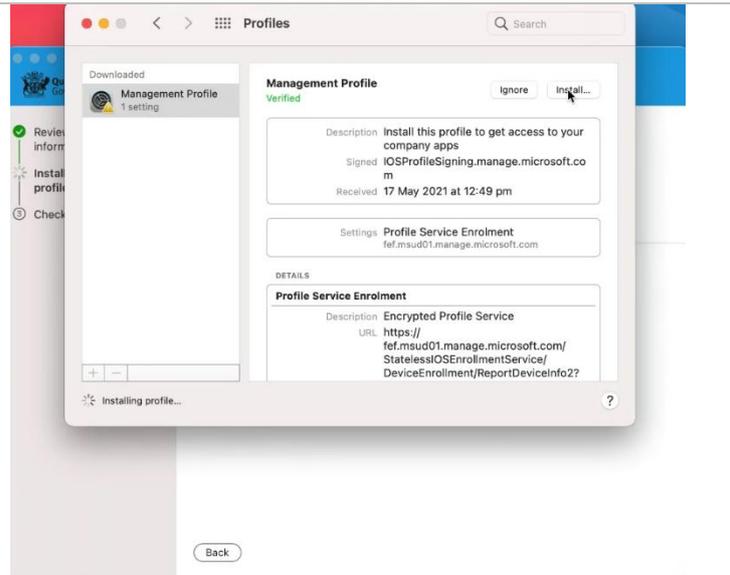


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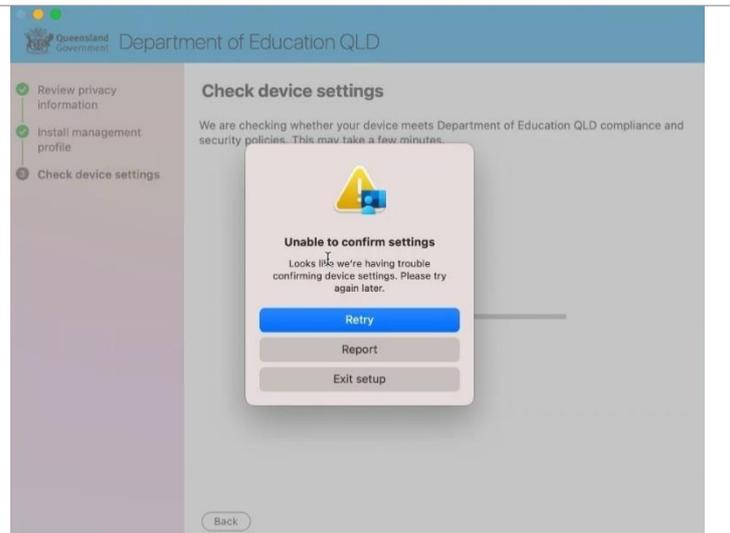
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Step 16: Click Install, it may ask you to click Install a second time. You may close the window once it finishes.

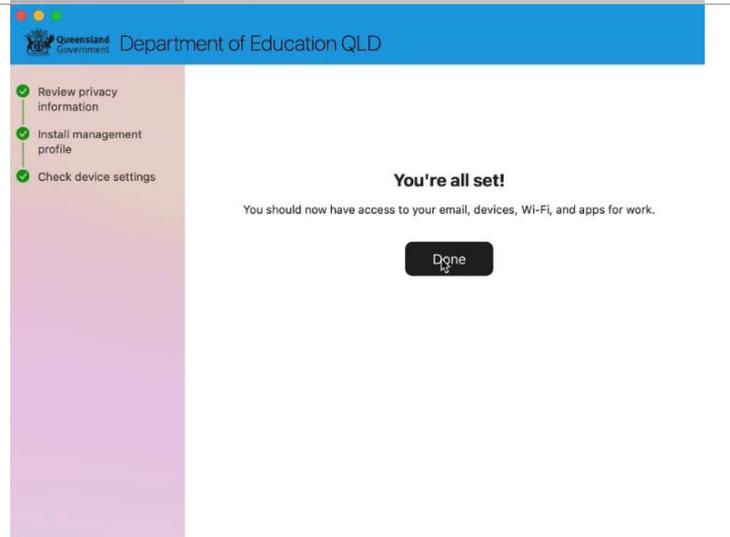
It will say what the profile has rights to. The profile will only ask you to change your Mac Password if it's too short. See the last page for explanation.



Step 17: A loading bar will appear, it'll will take a few minutes to finish. A very common issue is what is seen to the right. Just click **retry** and it'll finish shortly.



Step 18: Once you see this message you may close Company Portal.





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Other things to note:

1. If the laptop password doesn't contain the following:

- 8 characters
- A symbol e.g. a dot “.”
- Numbers

It'll ask for the password to be changed.

2. The student will see popup to the right when they arrive at school. The internet will not work if they don't click System Preferences.

It'll ask for their school user name and password.

