BYOD **Onboarding for** Apple MacOS **Enrolling your MacOS BYOD with Intune Kenmore State High School 2025**



Education for Life

Department of Education trading as Education Queensland International (EQI) CRICOS Provider Number: 00608A

What is Intune BYOD Enrolment?

Intune is a secure mobile device management system that allows you to access the school's network.

This guide will show you how to enrol a BYO Mac device into Intune, connect to EQNET and install an application. This process may take up to 15 minutes to complete.

Before you start, please have ready the EQ email address and password that has been supplied to you by the school. If you do not have this information, you will not be able to successfully complete the installation.

Incoming Year 7 Students will have this information provided in class during Week 1 of Term 1.

These instructions are for Sonoma or later versions of 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 you own a MacBook Air (from 2020 on) or MacBook Pro (from 2018 on), you can install the latest MacOS Sequoia.

If the installation fails at any time, please re-open the Intune Company Portal app, Remove Device and try setup again.

Please note: If you have any problems with installing Intune or using it afterwards, please see the IT Helpdesk in the Library for assistance. There are also some basic troubleshooting steps users can attempt detailed at the end of this guide.





Mac BYOD Onboarding Prerequisites

- Device must be powered on and checked that you have already gone through the MacOS Out
 of Box Experience and initial device setup <u>before coming to school</u>.
- Have submitted the Kenmore SHS BYOD Paperwork and Payment to the Office.
- Know your student EQ Email Address (*username@eq.edu.au*) and Password.
- Know your local MacBook account password (not just PIN or Fingerprint).
- Onboard with the User account you plan to use, you should not be using a parents or siblings account and the device should not be already connected to Intune on another account.
- User account **<u>must</u>** have **Administrator** privileges.
- Make sure your device is fully up to date and has no pending updates.
- It is recommended that you have updated your MacBook to Sequoia 15.1.1.
- A 5Ghz Wi-Fi capable MacBook in good working order.
- Internet access via your Home Wi-Fi or the School EQGUEST network.
- Correct Date and Time and Time Zone settings for Brisbane.





It is recommended that you follow and action these next steps at Home, while connected to your Home Wi-Fi.



<u>Intune – MacOS enrolment video</u> <u>https://www.youtube.com/watch?v=AlbFfgz4DB8</u>

If Onboarding at School, please sign into the EQGUEST Wi-Fi before proceeding.

For instructions on how to sign into EQGUEST please refer to Slide 30.



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Step 1. Download Company Portal

- 1. To start, connect to the internet, then open your web browser and type this in the address bar.
- 2. <u>http://aka.ms/enrollmymac</u>
- 3. This will automatically download the CompanyPortal-Installer.pkg file to your MacBooks Downloads Folder.





Step 2. Download Company Portal

1. Select **Allow** to the "allow downloads" prompt, it may take a few seconds for the download to complete.







Step 3. Open Company Portal Installer

- 1. Select the **Download Folder** icon at the bottom of your screen.
- 2. Click on the CompanyPortal-Installer.pkg file. (Open Box icon)









Step 4. Company Portal Installation

- 1. Please click **Continue** and work through the Company Portal installer's steps.
- 2. Please read the license terms and then select **Continue**.







Step 5. Installation continued

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

To continue installing the software you must agree to the terms of the software licence agreement.

Click Agree to continue or click Disagree to cancel the installation and quit the Installer.

Read Licence

Disagree Agree







Step 6. Installation continued

- 1. Enter the Administrator Username and Password of the device and select **Install Software**.
- 2. Select **OK** to allow the Installer access to your Downloads folder.







Step 7. Installation succesful

- 1. When the installation completes successfully, click **Close**.
- 2. Once the program has completed installing, please select **Move to Bin**.









Step 8. Microsoft AutoUpdates

- 1. Microsoft AutoUpdate window will appear. Select **OK** and then **Check for Updates** to see if there are any pending updates to be installed.
- 2. Ensure all apps are up to date then continue to the next step.







Step 9. Open Intune Company Portal

- 1. Select Launchpad from the tray and then open **Company Portal** app.
- 2. Click Sign in.









Step 10. Sign into Company Portal

- 1. Enter your school email address and select Next.
- 2. Then in the next Managed Internet Service sign in window just enter your **username, password** and **tick to agree to conditions of use**.
- 3. Then click **Sign in.**







Step 11. Begin Device Enrolment

1. Select Begin.

2. This will explain what your School IT Administrator can and cannot see on your Mac device. Select Continue. ensured Department of Education QLD

 Sevensiand Department of Education QLD 		Review privacy information Install management profile	What can Department of Education QLD set		
Review privacy information Install management profile		 Checking device settings 	View browsing history on this device Open your emails, contacts, or calendar Access your passwords Review your documents	View the model, s operating system See the names of Identify your devic Reset loss or stole settings	
 Checking device settings 	Set up Department of Education QLD access Set up your device to access your email, devices, Wi-Fi, and apps for work.		Learn more		
	Begin				
	Postpone		Back		





Continue

View the model, serial number, and

Identify your device by name

See the names of apps you've installed

Reset lost or stolen device to factory

Step 12. Install Management Profile

- 1. Select Download profile.
- 2. Open System Preferences then go to General and then Profiles









BYOD Onboarding Step 13. Install Profile cont.

- 1. Double click the Management Profile
- 2. Select Install...

< Profiles	
Downloaded	
Management Profile	
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Are you su	re you want to install this profile?
Management P Verified	rofile
Description	Install this profile to get access to your company apps
Signed	IOSProfileSigning.manage.microsoft.com
Received	18 Aug 2022 at 2:15 pm
Settings	Profile Service Enrolment fef.msud01.manage.microsoft.com
Details	
Profile Service Enro	Iment
Description	Encrypted Profile Service
Install	Ignore Cancel





Step 14. Install Profile cont.

- 1. Enter the <u>MacBook admin</u> username and password for your device and select Enrol. It may take a few minutes for the management profiles to be installed.
- 2. Once complete, it will show that it is now supervised and managed by the Department.









BYOD Onboarding Step 15. BYOD Profile installed

1. Go back to Company Portal and wait as it updates the device settings, then select **Done.**

It may take a few minutes to finish installing.



Close the Company Portal. You have now finished installing Intune. You are now ready to connect to **EQNET at School**.

Please wait 5 mins and then restart your device before proceeding.

- After restarting you may be prompted to change your local device password to meet security requirements.
- Set your new password to include a Capital, Number or Symbol and should contain at least 8 characters.

You must complete the following steps in this guide.





You are now ready to connect to EQNET at School

Follow these next final steps when

On-site at School + Connected to EQNET



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BYOD Onboarding Step 16. Connect to EQNET

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- 1. Open your Wi-Fi and connect to EQNET.
- 2. Click Wi-Fi Settings
- 3. Click **Details...**
- Ensure your
 Proxies Settings is set to Auto Proxy
 Discovery
- 5. Click **OK**

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Sign in with your Apple ID	EQNET 🔒 🗢 Details.	
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esktop & Dock	Ask to join networks Known networks will be joined automatically. If no known networks are	
enlave	available, you will have to manually select a network	

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EQNET

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Connected

Auto proxy discovery	
Automatic proxy configuration	
Web proxy (HTTP)	
Secure web proxy (HTTPS)	
SOCKS proxy	
Exclude simple hostnames	
Bypass proxy settings for these hose Bypass proxy settings	ts & domains:
Forget This Network	Cancel





Step 17. Sign in to the Proxy2 window

- 1. When you connect to EQNET for the first time, open a web browser or application, or if you have changed your password, you will be prompted to login to **Proxy2** with your username and password.
- 2. Click System Settings and enter your school username and password

and click OK .			Sign in The proxy http://proxy2.eq.edu.au requires a username and password. Your connection to this site is not private
	Proxy Authentication Required Enter the password for the HTTP proxy proxy2.eq.edu.au:80 in System Settings.	Proxy Authentication Required Enter the password for the HTTPS proxy proxy2.eq.edu.au:80	Username acook299
	System Settings Not Now	Username acook299 Password ••••••• Cancel OK	Cancel Sign In





Step 18. Favourite School Websites

1. In your browser, navigate to http://eqgbn2132010:22515/ and set these important websites as Favourites in your web browser.

http://eqgbn2132010:22515



- 1. <u>http://eqgbn2132010:22515/</u> BYOD links and downloads
- 2. <u>https://qedu.sharepoint.com/sites/kenmoreshs/students</u> Student Intranet Homepage
- 3. <u>https://owa.eq.edu.au/</u> EQ Email
- 4. <u>https://qlearn.eq.edu.au/</u> QLearn Course Dashboard
- 5. <u>http://kace2132.gbn.eq.edu.au/</u> KSHS KACE Managed Software Installs and IT Support





BYOD Onboarding Step 19. Download KACE

- 1. From the **BYOD Link webpage**
- 2. Click on the Install KACE link for the MAC Version
- 3. Download the KACE Agent .zip pkg

You <u>MUST</u> install the KACE Agent for KACE Managed Software Installs to work and to download our Schools Licensed Software.



Thank you for connecting your personal device to BYOx Connect.

Onboard your device via the guest portal



Install KACE







BYOD Onboarding Step 20. Download KACE

- 1. Once you have clicked on the <u>MAC Version link</u> to download the KACE ampagent for MacOS, select **Allow** to begin download.
- 2. Click on your Downloads and then **CTRL + Click** on the open box icon.







BYOD Onboarding Step 21. Install KACE

- 1. A pop up will be shown, select **Open** to run the Installer.
- 2. Then select Allow.







BYOD Onboarding Step 22. Complete KACE Install

- 1. Click **Continue** and follow the Install Prompts, enter your Administrator credentials when prompted by the Installer then select **Install Software**.
- 2. Once the Installation has completed successfully, click Close.

Installing Quest KACE AMP Agent The installation was completed successf Introduction	sfully.	
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BYOD Printing at Kenmore

Company Portal

*Requires BYOx Mapper Application and connection to EQNET

- 1. Open the Company Portal app from Launchpad menu. Sign in.
- 2. Install BYOx Mapper from the list of available apps in Company Portal.
- 3. Login to BYOx Mapper with your school **username** and **password**.
- 4. BYOx Mapper will then connect Printers and Network Drives.
- 5. You can now print to the school printer: **P2132-Follow_You**







BYOD Onboarding Install Microsoft Office 365 Apps

*If you don't already have them installed

If you don't already have Office apps like Word, Powerpoint or OneNote installed you can download them from <u>www.office.com</u> and sign in with your school email account. (Note: All QLD DoE Students have licensed, student access to Microsoft Office)

- Click on the Install and more and select Install Microsoft 365 apps
- 2. Click **Install Office** to download and then run the Office 365 Installer pkg







BYOD Onboarding Completed, Ready for School!

If you are having any trouble getting connected

please visit the IT Helpdesk for Technical Support



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EQGUEST Sign In Process How to Sign into EQGUEST

- 1. Connect to **EQGUEST** Wi-Fi Network
- 2. Sign into the <u>Guest Portal</u> with your school email address and password.
- 3. See Slide 32 for the **Proxy** Settings
- 4. Then navigate to an <u>external website</u>
- 5. Login to the **Proxy2** window prompt with your school **username** and **password**.

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Join "EQGUEST"







EQGUEST Sign In Process

Proxy Settings

- 1. Open your Wi-Fi and connect to **EQGUEST.**
- 2. Click Wi-Fi Settings
- 3. Click **Details...**
- 4. Ensure your **Proxies** Settings is set to **Auto Proxy Discovery ON**
- 5. Click **OK**
- 6. Login to the Proxy2 prompt with your **username** and **password**

Connected	Auto proxy discovery			
TCP/IP DNS	Automatic proxy configuration			
WINS	Web proxy (HTTP)			
802.1X Proxies	Secure web proxy (HTTPS)			
Hardware	SOCKS proxy			
	Exclude simple hostnames			
	Bypass proxy settings for these hosts & domains: Bypass proxy settings			
	Forget This Network Cancel OK			
Proxy Authentication Required	Proxy Authentication Required			
Enter the password for the HTTP proxy proxy2.eq.edu.au:80 in System Settings.	Enter the password for the HTTPS proxy proxy2.eq.edu.au:80			
System Settings	Username acook299 Password			
Not Now	Cancel			





School Support

ICT Services

IT Helpdesk – Library

Student Support Hours: 8:00am – 9:00am First and Second Breaks 3:00pm – 3:30pm

Email: <u>HelpdeskSupport@kenmoreshs.eq.edu.au</u>

If you have any BYOD connection issues, visit the IT Helpdesk.





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Troubleshooting

Troubleshooting BYOD Onboarding

Account

- The user is an Administrator.
- The User's school account must be active.
- Password being entered must be correct.
- User account must be a member of our school's **UsrBYOStudent** group.
- If unsure about any of the above, check with the IT Helpdesk.

Date and Time

- The date and time of the device must be correct, this includes the region information.
- Must be set to Brisbane, Australia, GMT +10:00

Device

- The device has **not already been onboarded with a different Intune or User**.
- The device is up to date with all OS patches and apps, if you have pending updates, **install updates before attempting onboarding**.
- Open Network Settings, then Details..., from the Proxies tab ensure that only Auto Proxy Discovery is ticked and click the OK button.

In Company Portal, Remove Device and attempt onboarding process again from Step 1.



