

St Andrew's College

BYOD Onboarding

for MacOS



Onboarding your BYOD

This guide will show you how to onboard your BYOD into Intune so you're ready to go once you arrive at school.

Intune is a mobile management system that allows your device to access the schools network – [click here](#) for more information.

Important: You will require your student email address and password to complete this process. If you do not know your student email and/or password, please email helpdesk@stac.school.nz or visit the IT Helpdesk.

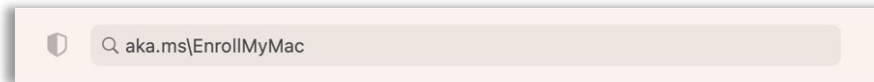
Please note: These instructions are tailored for MacOS 13 (Ventura) or later versions. Examples shown may appear differently if you have an older version or significant updates have occurred.

BYOD Onboarding Requirements

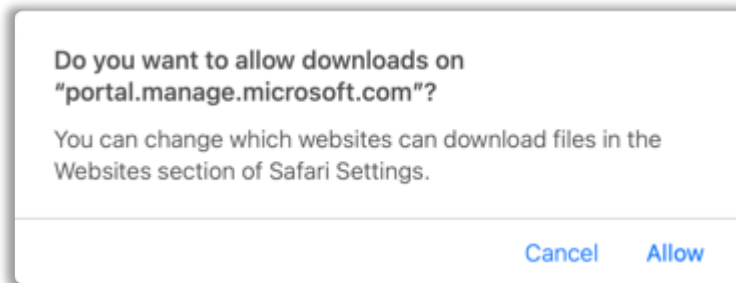
- your St Andrew's College email address and password;
- a computer account and password to log into your device with:
 - this account should be the account you plan on using; not a parents account;
 - this account also requires administrator privileges to enrol into Intune;
- Internet access, either via:
 - your home network, or;
 - 'StAC-Onboard' Wi-Fi (if you're at school);
- your device also requires:
 - correct Date & Time / Time Zone settings for New Zealand;
 - an up-to-date Operating System (Ventura (13) or greater is recommended).

Step 1

1. Open Safari and go to:
aka.ms/EnrollMyMac

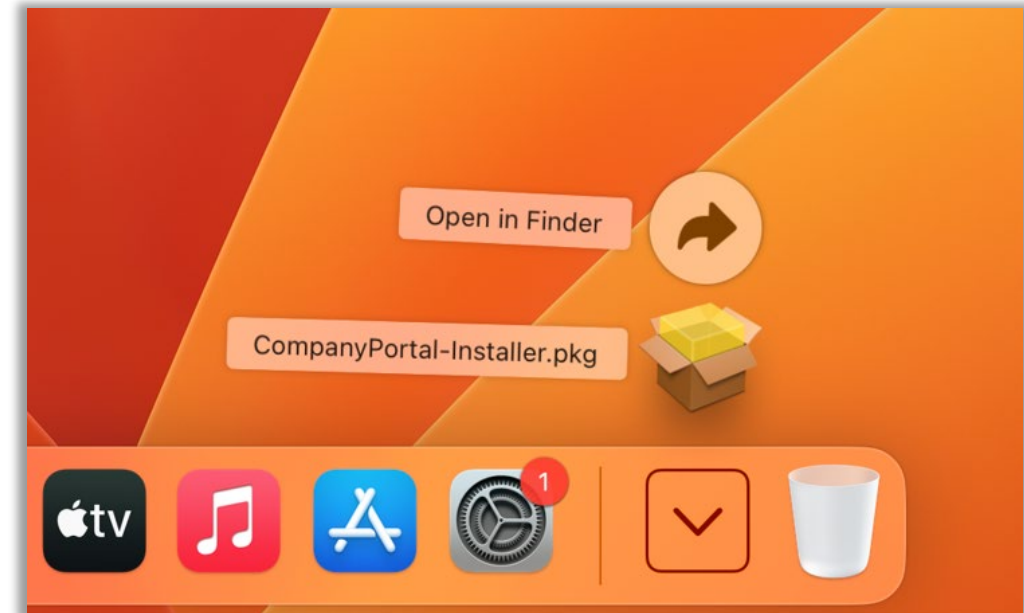


2. **Select 'Allow'** if asked for downloads permission.



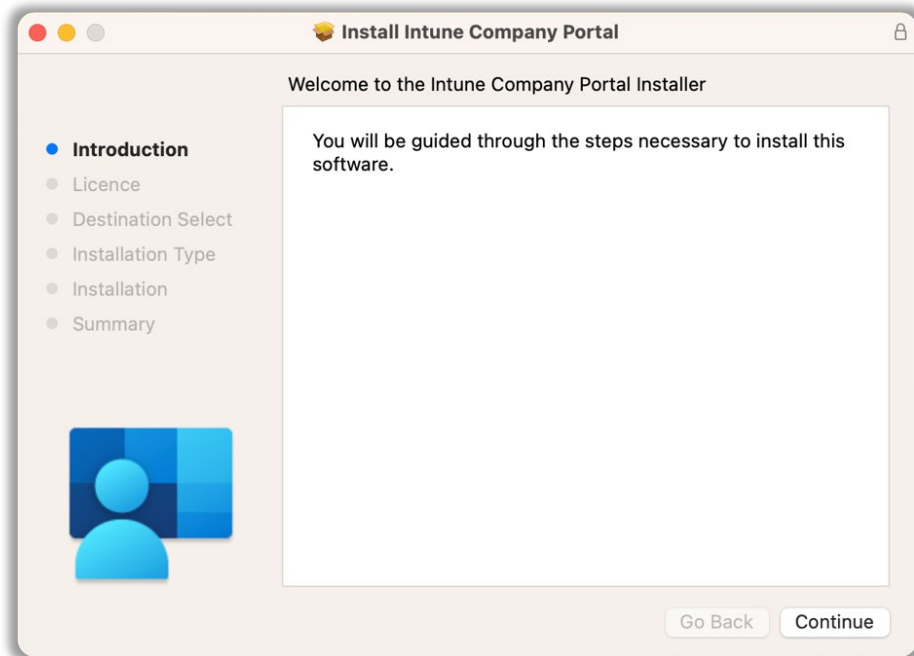
- This will automatically download the installer for Company Portal.

3. **Click on the installer** from the bottom-right of your screen to start the installation.

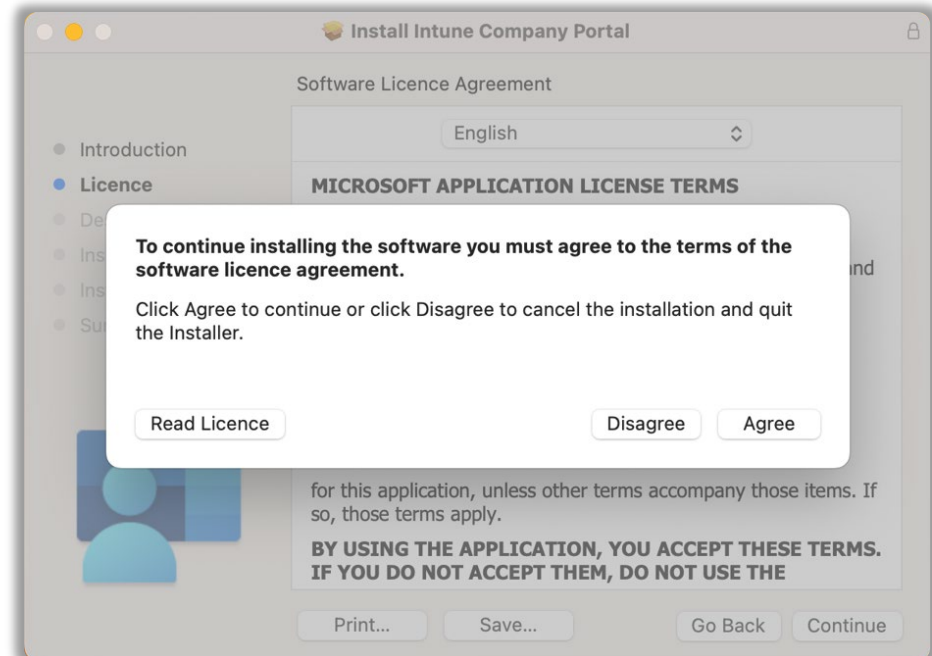


Step 2

4. Follow on screen instructions to complete the installation.

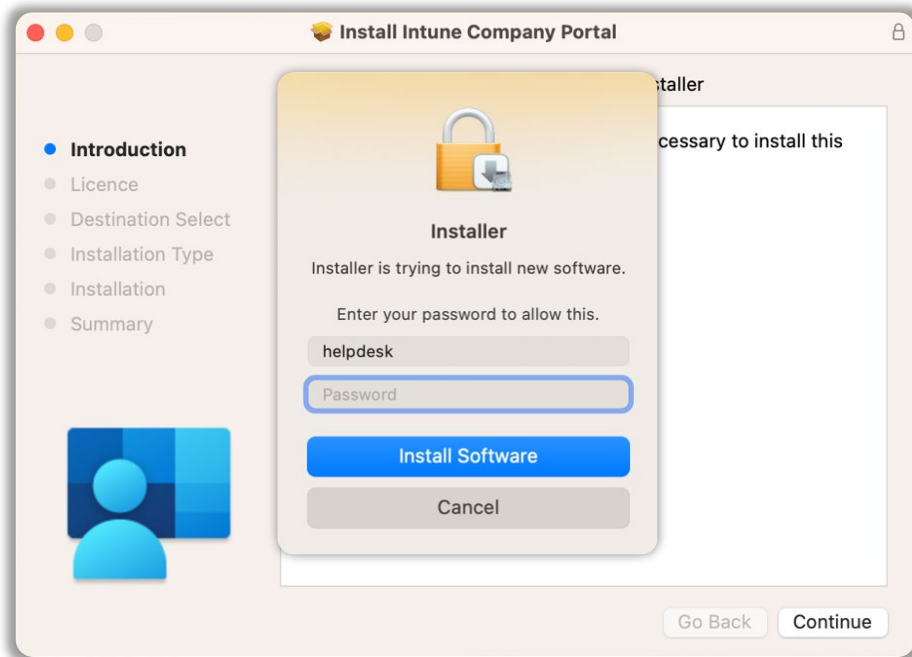


5. 'Agree' to the software licence agreement.

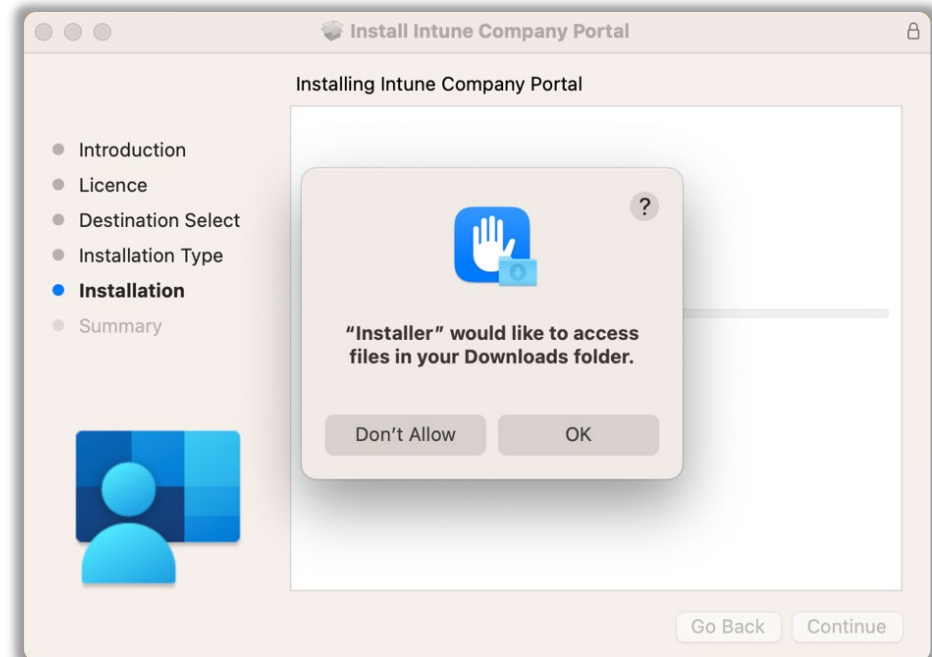


Step 3

6. Enter your **device username/password** when requested by the installer.

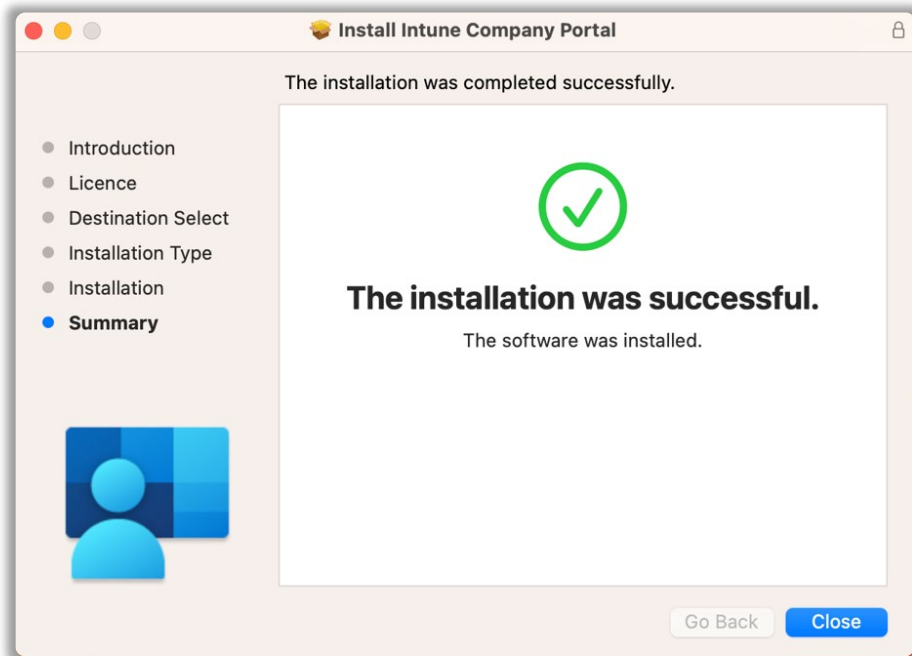


7. **'Allow'** the installer access if it requests access to your Downloads folder.

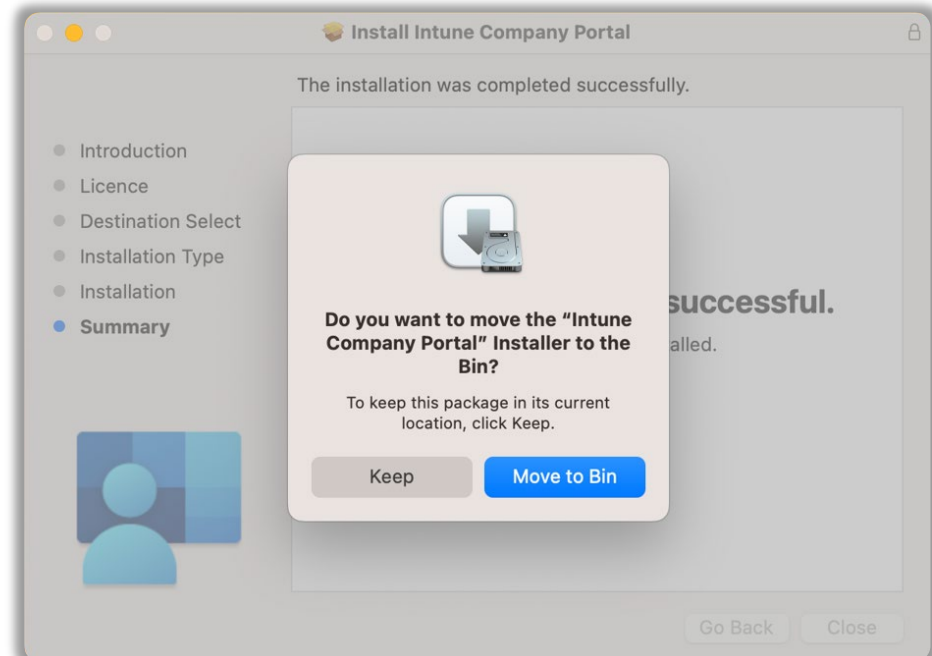


Step 4

8. Once the installer is successful, select 'Close'.

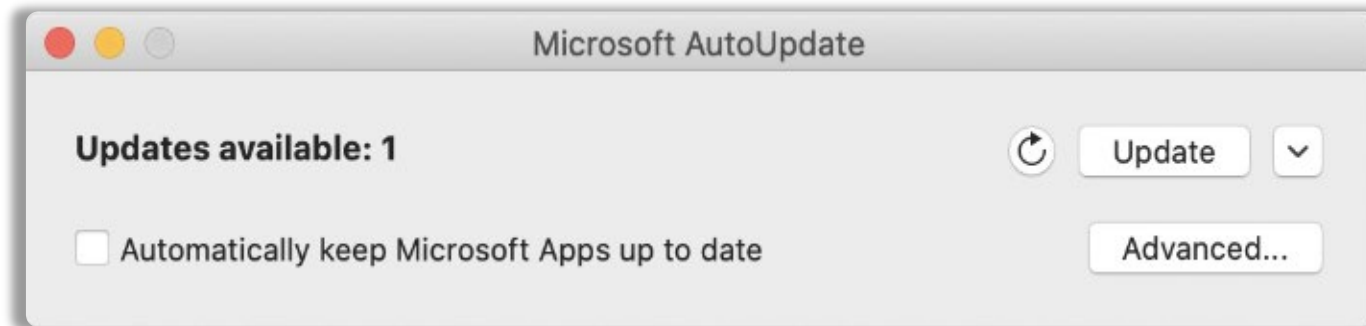


9. If prompted, select 'Move to Bin' to save yourself some space.



Step 5

Microsoft AutoUpdate is a program that makes sure your Microsoft apps will always be up-to-date with the latest security fixes and improvements. Microsoft AutoUpdate will appear after the previous section, you may select OK and dismiss this window as it will continue to run in the background. It is not part of this setup.



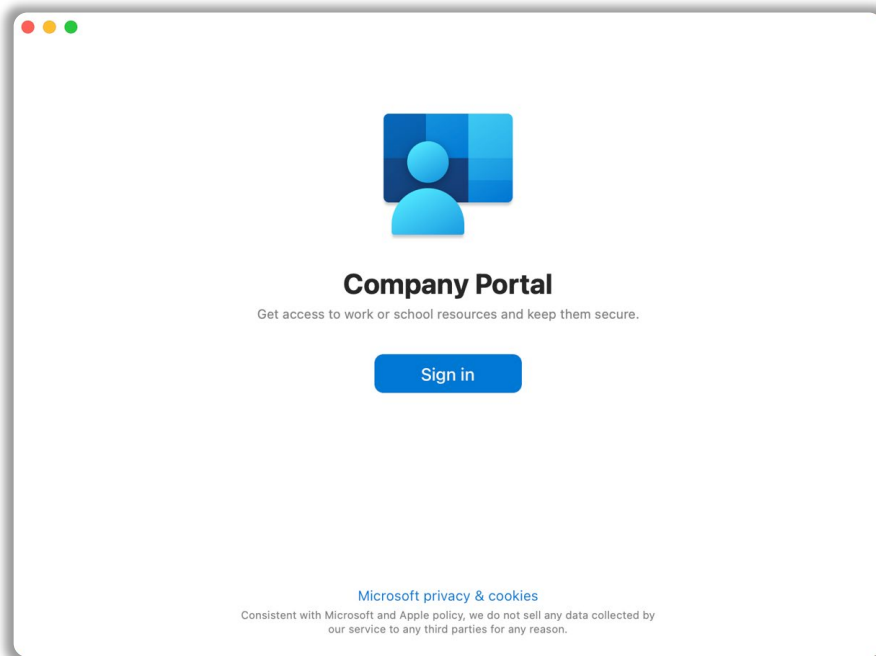
Step 6

10. Once installed, **launch Company Portal** either by the Launchpad or using Spotlight.

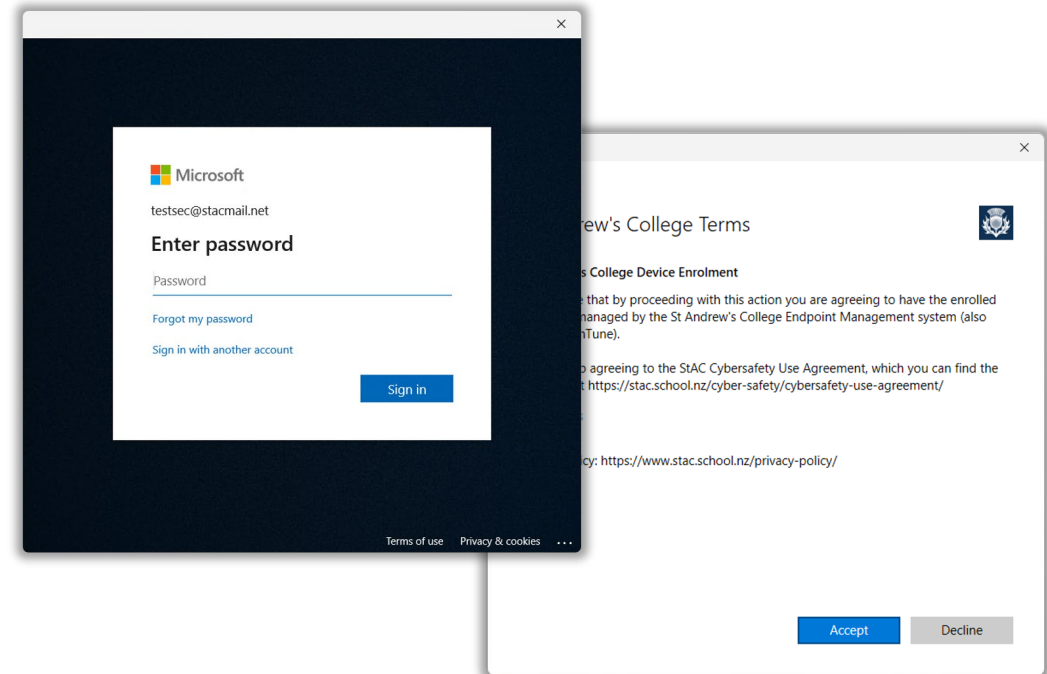


Step 7

11. Once Company Portal launches, select 'Sign In'.

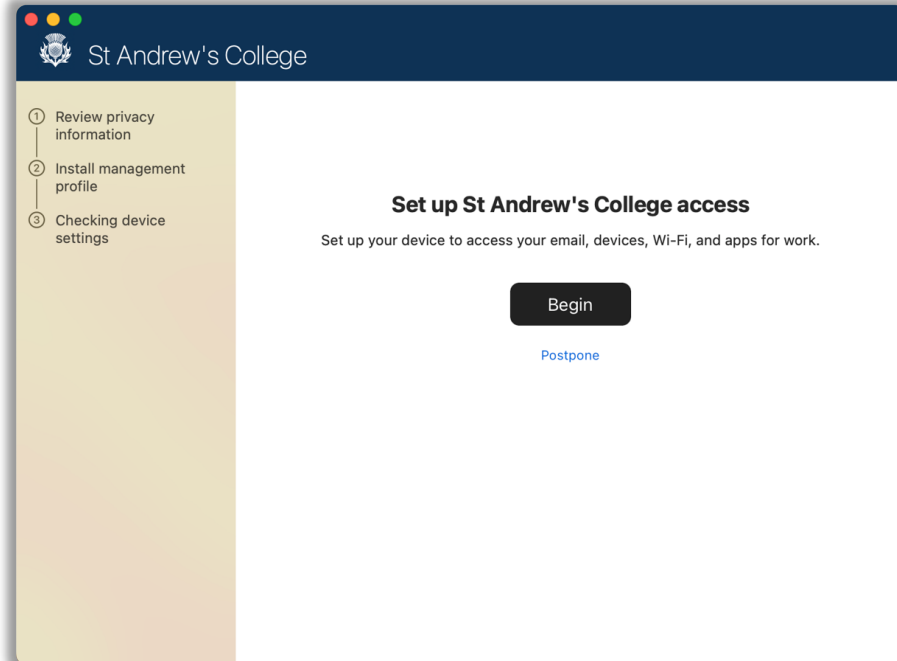


12. Enter your StAC Email and Password and accept any Terms and Conditions to proceed.

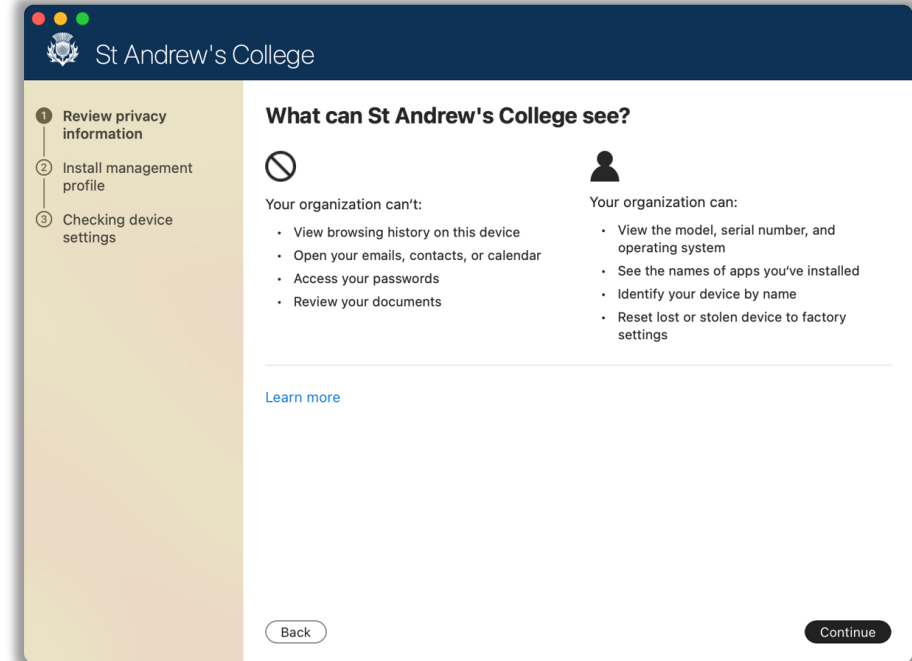


Step 8

13. Select **'Begin'** to start the enrolment process.



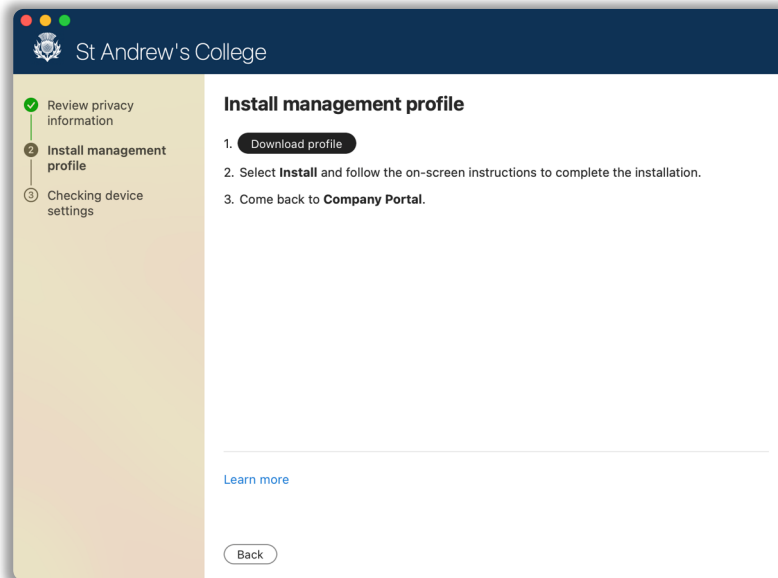
14. Select **'Continue'** after reading the information displayed on screen.



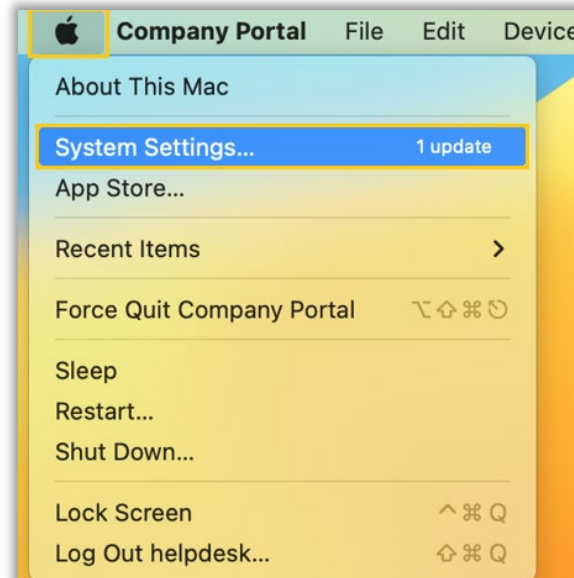
Step 9

15. Select 'Download profile'.

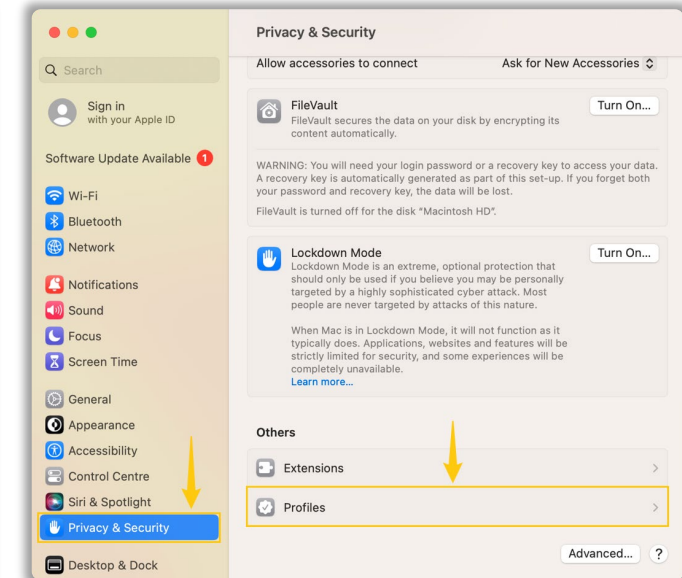
- Please note: this may open a new window for you, in which case, you can skip to Step 10.



16. Click on the Apple menu > System Settings.



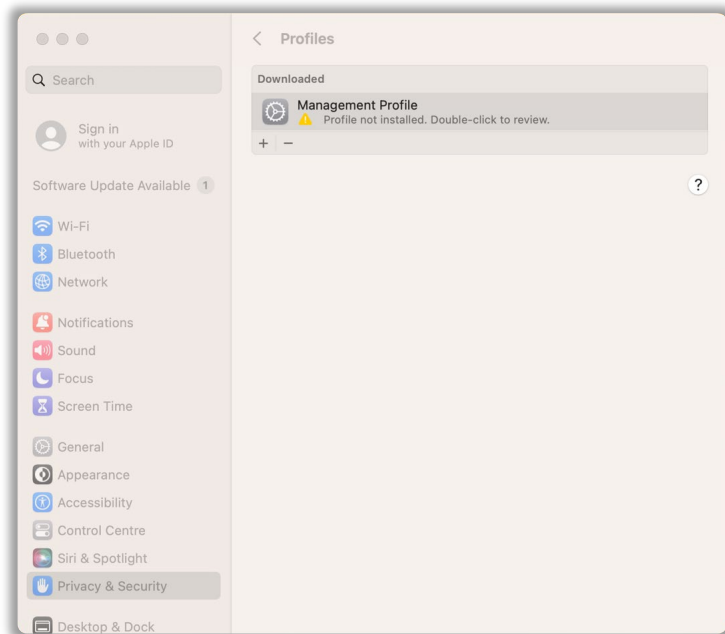
17. Open the following Privacy & Security > Profiles.



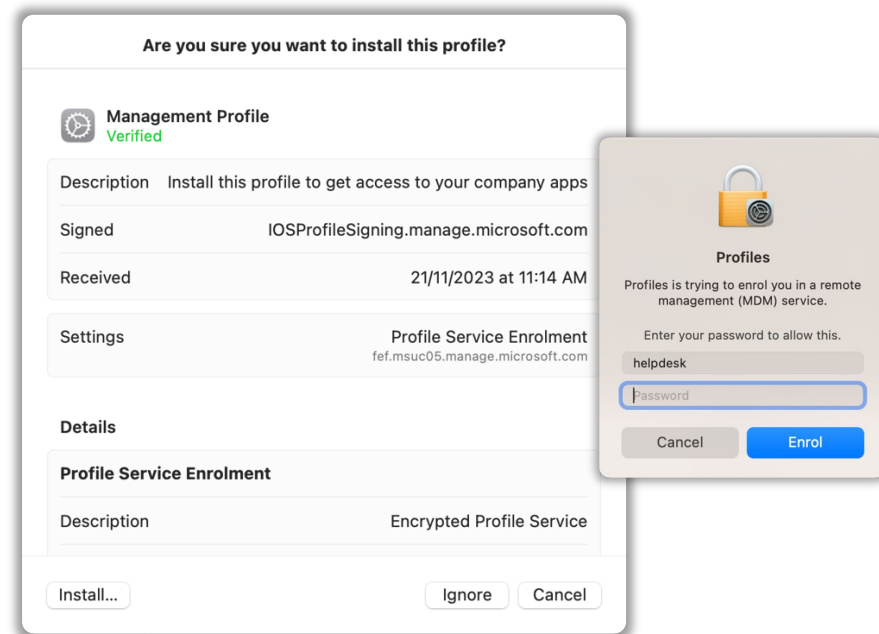
Step 10

18. Double click on the 'Management Profile'.

19. Select 'Install'.

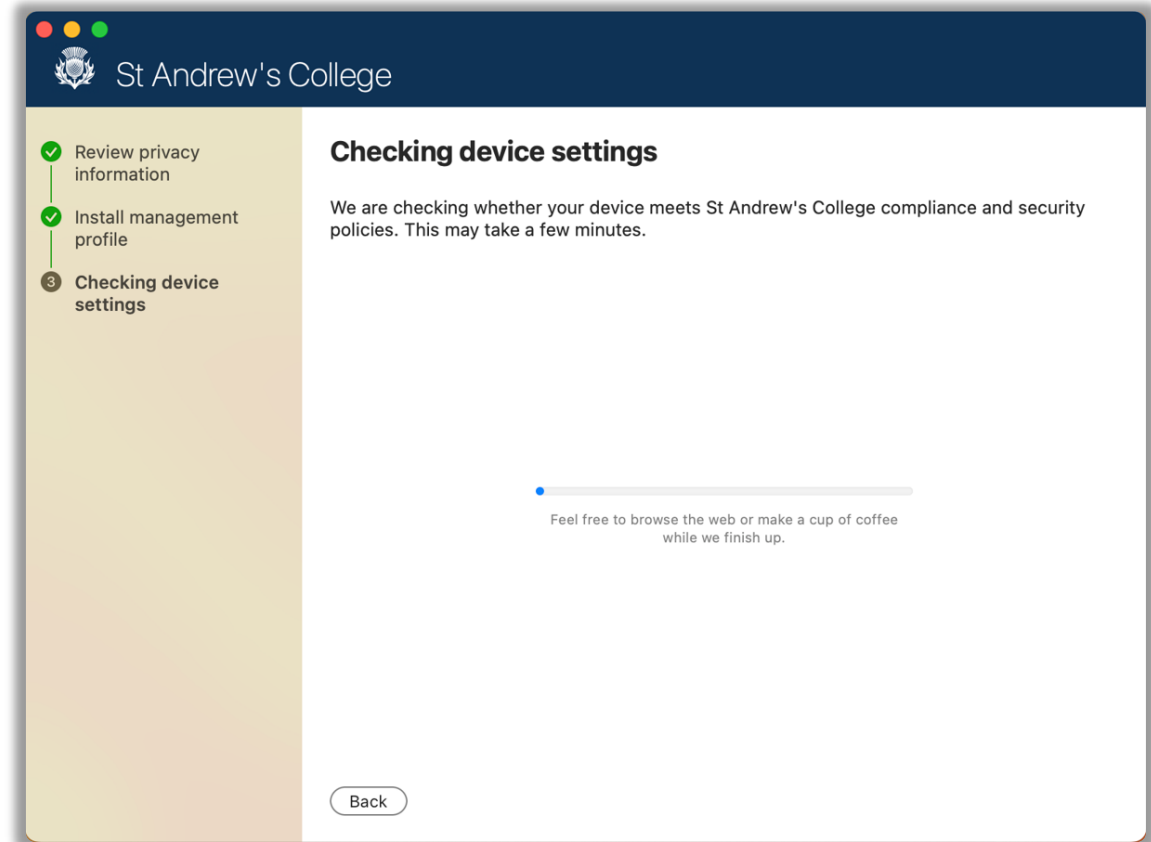


20. Enter your **device** username and password when prompted and select 'Enrol'.



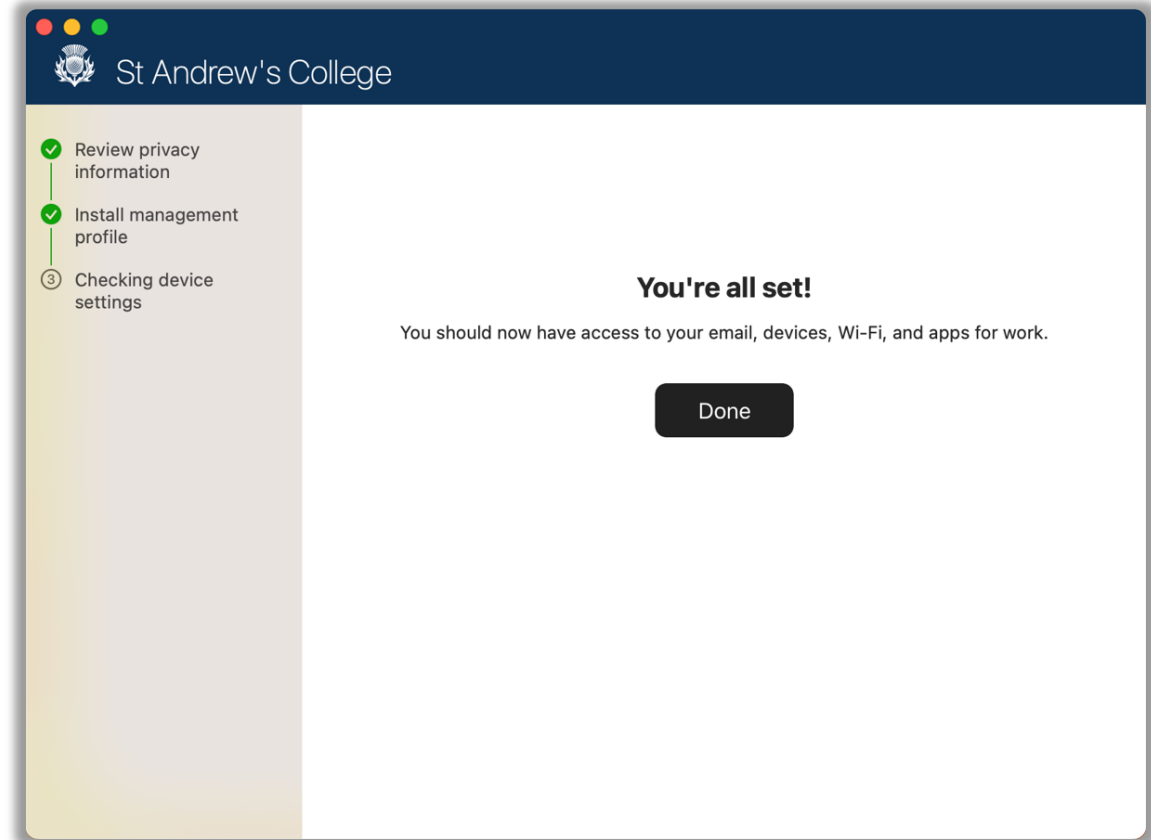
Step 11

21. Once you've installed the Management Profile, go back to the Company Portal app.
 22. After a few moments it will start configuring your device as shown in the following screenshot.
- If you see an error while it is **Checking device settings**, selecting retry will usually resolve the issue.



Step 12

- Your device is now enrolled!
 - You should stay logged in for at least 15 minutes after this process to allow Intune to setup and synchronise to your device.
 - Additionally, restarting your device after this time will help ensure Intune has properly setup on your device.
- While waiting, you may wish to install some required software as shown on the next page.



Step 13

Students should also have the following applications installed on their devices.

Microsoft 365 (formerly Office)	Teams	OneDrive	Vivi
Students are eligible for a copy of Microsoft 365 and are expected to have it installed on their device.	Teams is used extensively for classwork and communication between students and teachers.	OneDrive allows students to save files, documents and other schoolwork across multiple devices.	Vivi is a wireless projection software used in class for sharing and presenting.
Can be downloaded from: aka.ms/office-install	Can be downloaded from: aka.ms/getteams	Can be downloaded from here. MacOS guide here.	Vivi can be downloaded from: get.vivi.io

Onboarding Complete

You are now setup and ready to use your BYOD device on campus!

Your device should now automatically connect to the **StAC-BYOD** Wi-Fi network once you are on-site - if not, please try manually connecting.

StAC ICT Helpdesk

If you are having any trouble getting connected, please visit the IT Helpdesk for technical support.

Email: helpdesk@stac.school.nz **Room:** TC206 (Tech Center)