



Get your iPad device ready for College

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

The instructions below will show you how to onboard a BYOx iPad device into Intune and install the required application via the Schools Company Portal. This process may take up to 15 minutes or more to complete depending on the device.

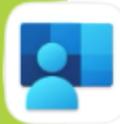
Before you start, please have ready the student's email address user name and password. If you do not have this information, you will not be able to proceed with the installation. If this is the case please contact itsupport@baringassc.eq.edu.au to obtain these details. Note that this email address may not be monitored over the Christmas school holidays however, our College IT Technician will return the week before students start to answer any queries.

These instructions provided are for iOS versions 15+. As the iOS versions and the Intune portal site are always updating for bug fixes and security reasons, you may find your screen may look different to the ones provided here.

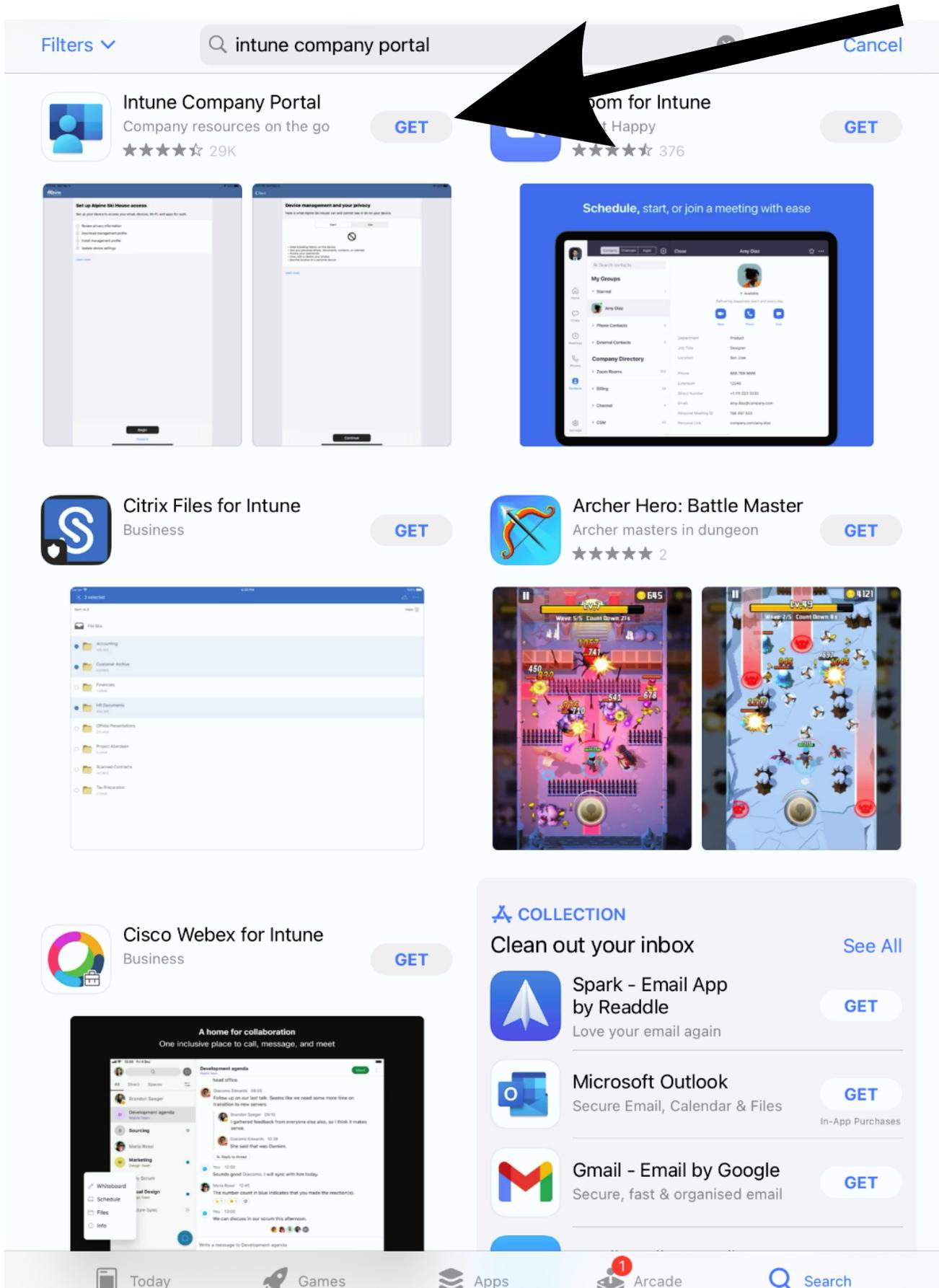
If the installation fails at any time, please close and re-open the Intune app and try again.

Please note: Before you proceed with the information detailed below it is very important that the device is wiped and not restored and then reset back to factory settings, this will ensure a successful onboarding process.

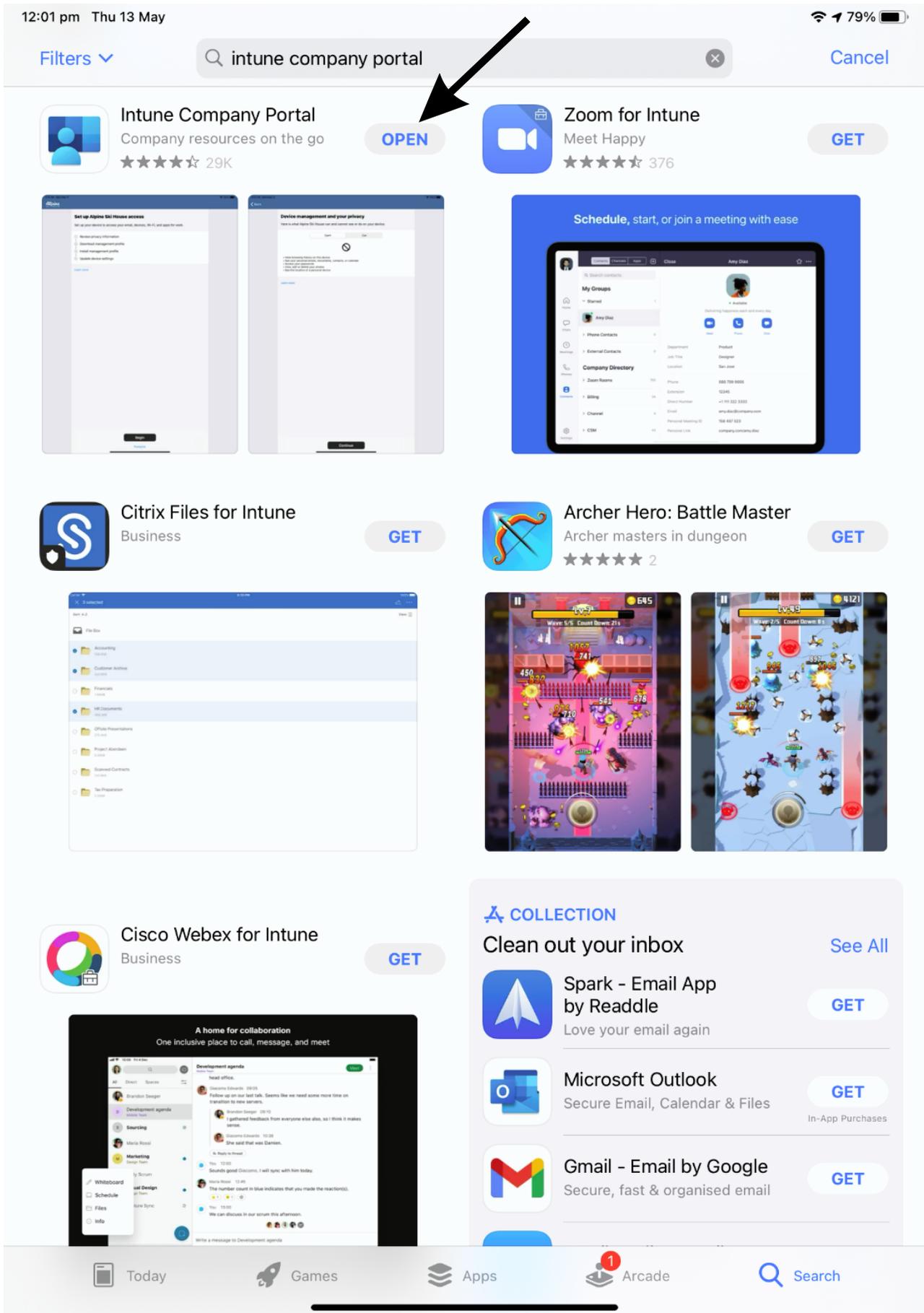
How to install Intune



Step 1. To Start, connect the iPad to the internet, tap the App Store tile and search for Intune company portal and click on GET.



Step 2. Once downloaded click on the Open button beside the Intune Company Portal.



Step 3.

Sign in to Intune with your EQ email address (____@eq.edu.au) and tap Next to continue.

If you do not have this information, you will not be able to proceed with the installation. If this is the case please contact itsupport@baringassc.eq.edu.au to obtain these details. Note that this email address may not be monitored over the Christmas school holidays however, our College IT Technician will return the week before students start to answer any queries.

Microsoft Intune



Sign in

jdevl30@eq.edu.au

[Can't access your account?](#)

[Sign in from another device](#)

Next



Sign-in options

Step 4.

You should see the username appear in the username field. Next enter the password linked to this username and accept the terms and conditions then tap Sign in.

For students from a previous state school this is simply your username and password that you have previously used to sign into digital devices.



Queensland Government

Department of Education

Managed Internet Service

Sign in with your username and password

Username *

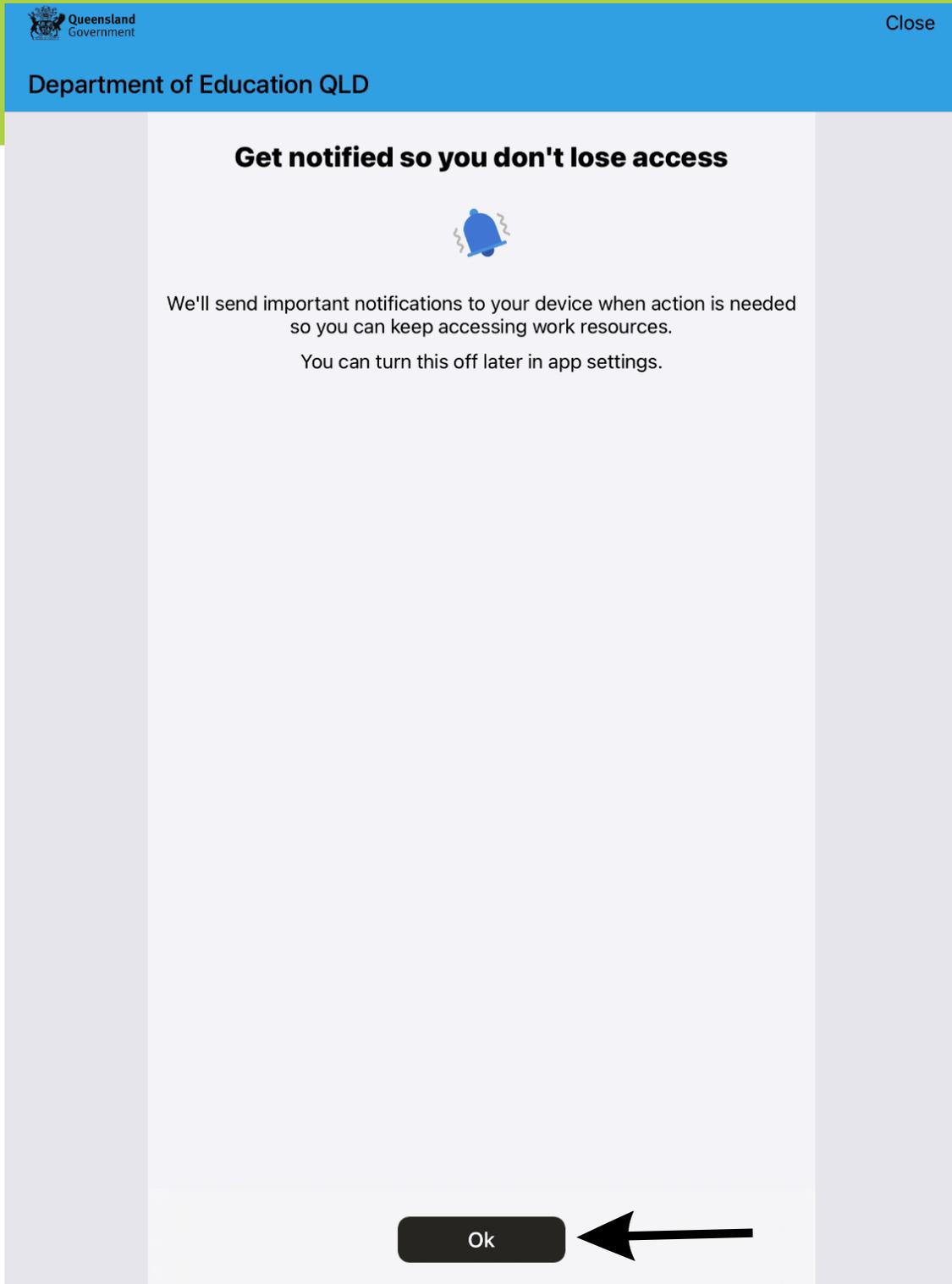
Password *

I agree to the [conditions of use and privacy statement](#)

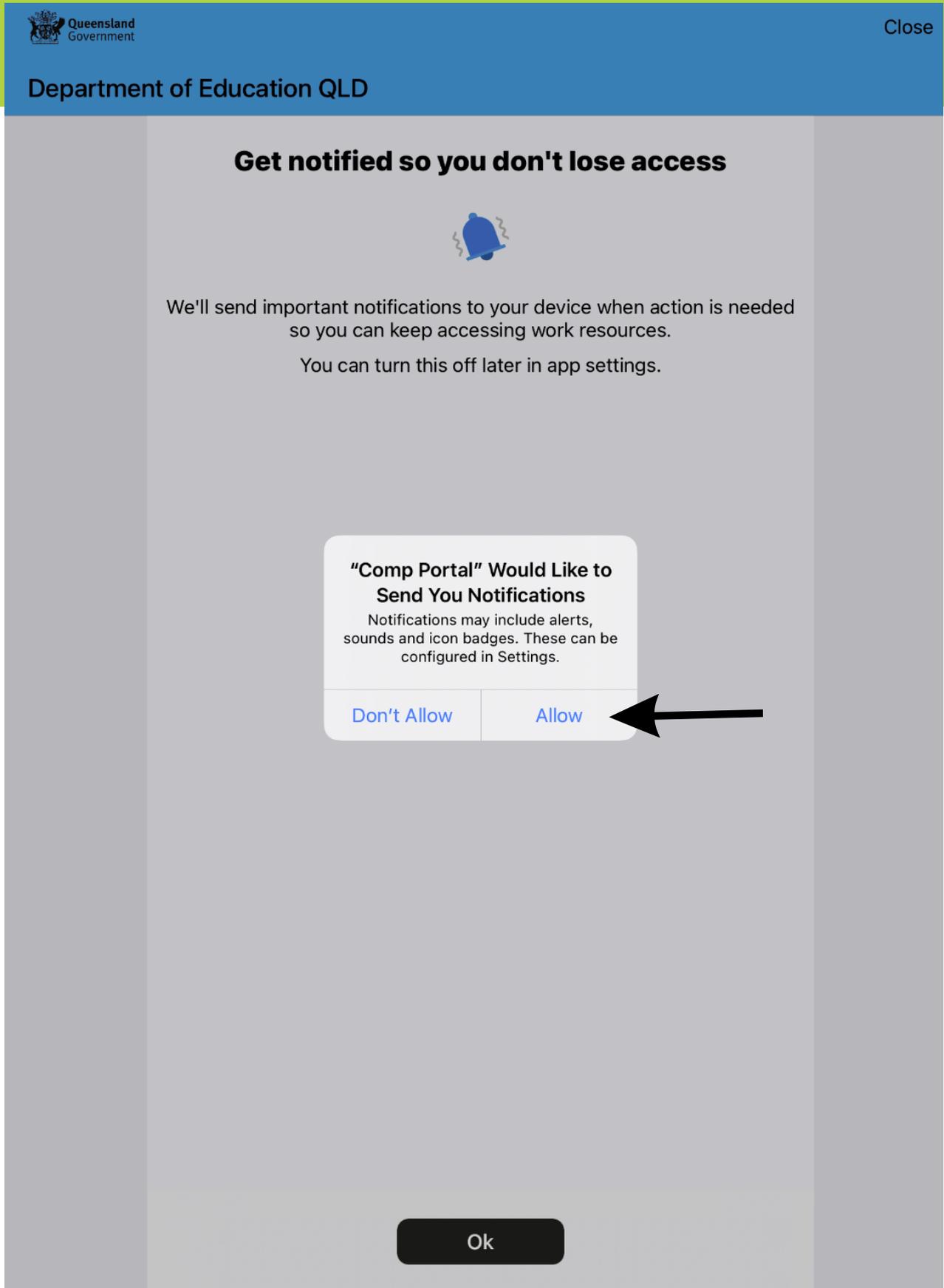
[Change my password](#)

Step 5.

Next, we will install the Intune Comp Portal app. Please tap Continue



Step 6. This screen explains takes you through the install process just accept everything by clicking on OK



Step 7.

This screen continues through the installation of Education QLD management Profile, to continue click on Begin

Queensland Government

Department of Education QLD

Set up Department of Education QLD access

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

- ① Review privacy information
- ② Download management profile
- ③ Install management profile
- ④ Check device settings

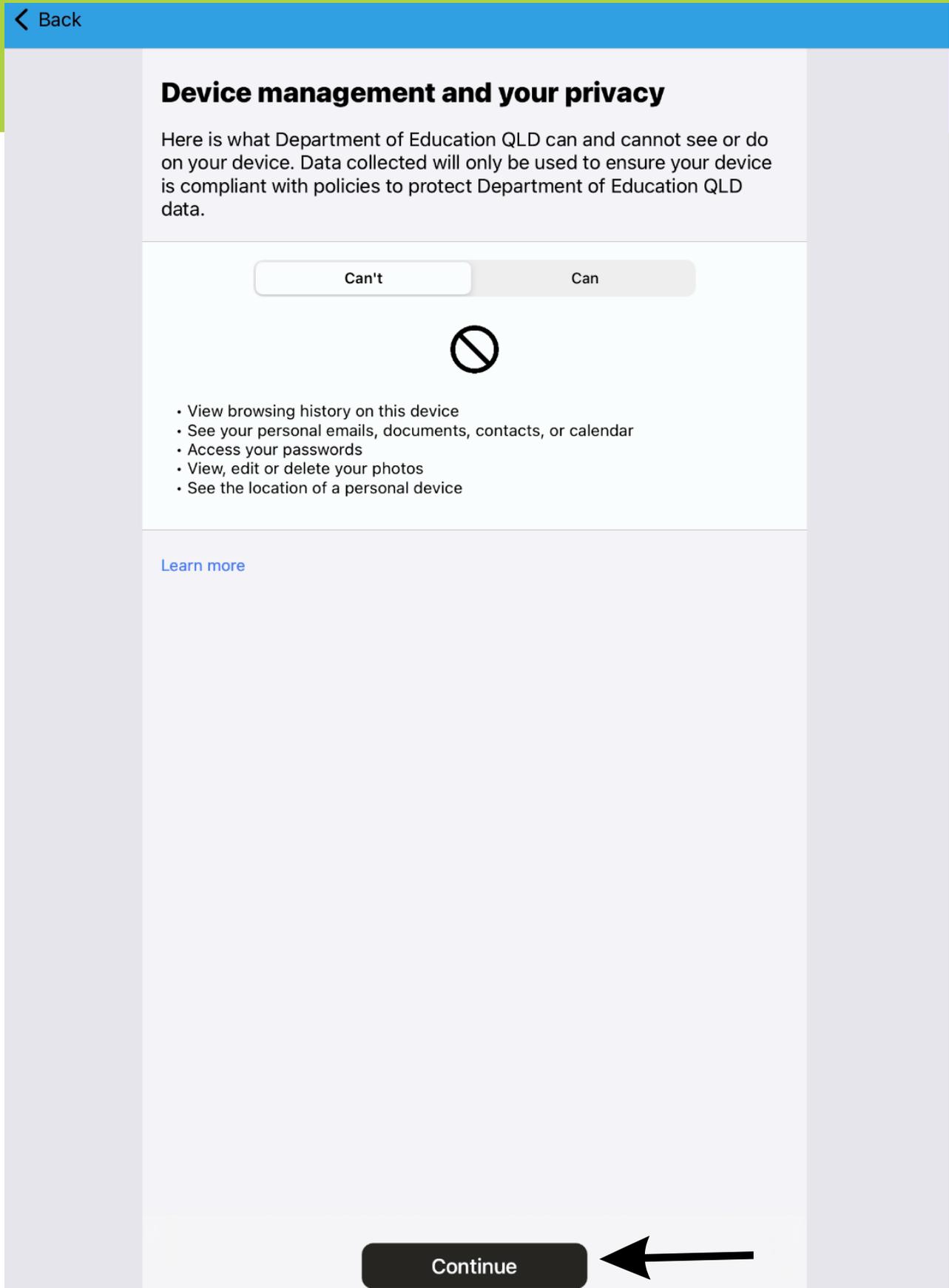
[Learn more](#)

Begin

[Postpone](#)

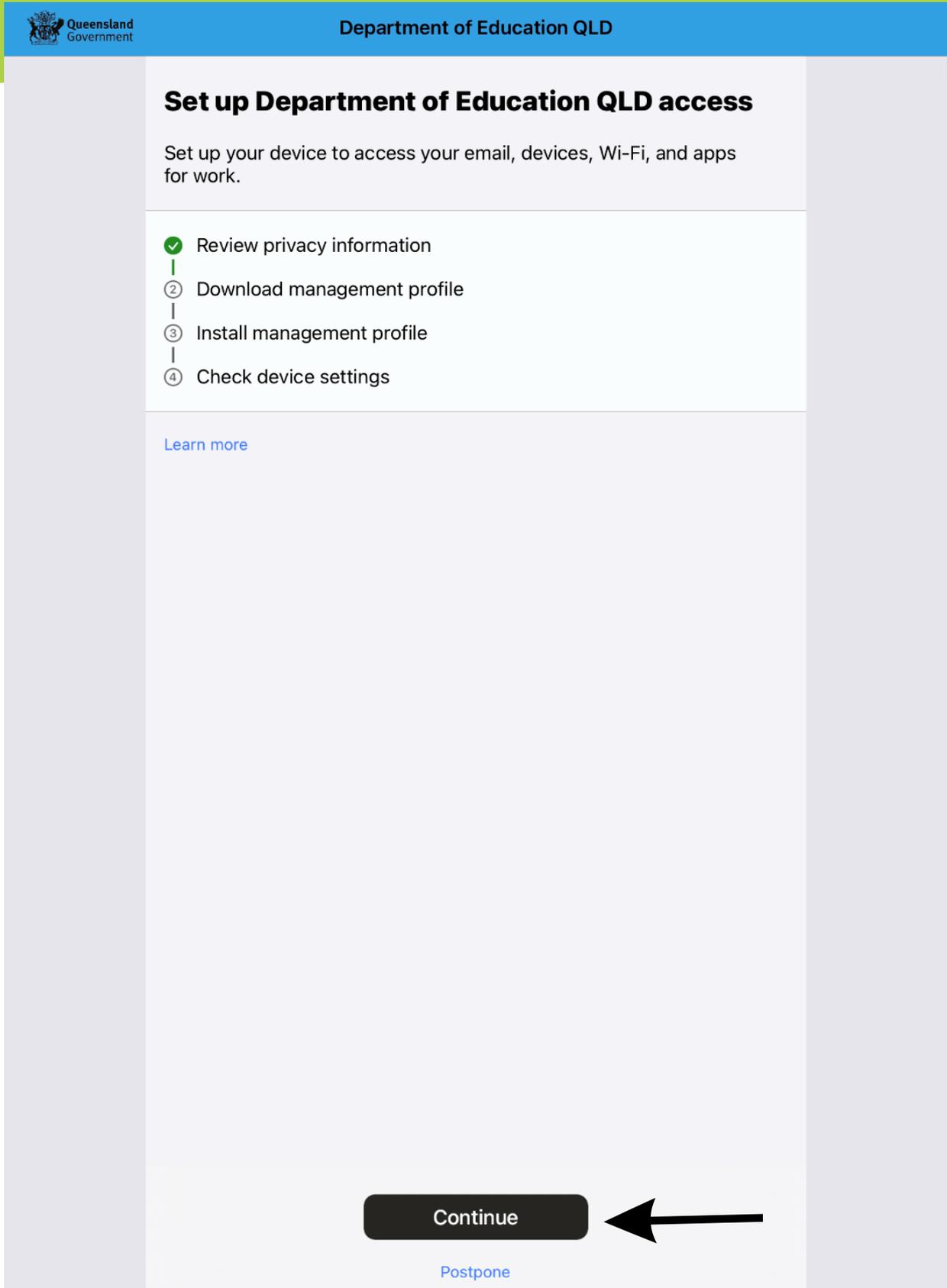
Step 8.

This screen explains what the IT administrator can and cannot see on your iPad, please click Continue



Step 9.

This screen continues through the installation of Education QLD management Profile, click on continue.



Step 10. Tap Allow to download the Intune Profile.

The screenshot shows a mobile browser interface. At the top, the address bar displays 'portal.manage.microsoft.com'. Below the address bar is a header for the 'Queensland Government Department of Education QLD'. The main content area is titled 'Continue to Company Portal' and features a blue icon of a person. Below the icon, the text reads: 'After the download is complete, continue to the Company Portal app.' There are two buttons: a black 'Continue' button and a blue 'Download again' link. A white dialog box is overlaid on the screen, containing the text: 'This website is trying to download a configuration profile. Do you want to allow this?' At the bottom of the dialog are two options: 'Ignore' and 'Allow'. A black arrow points to the 'Allow' button. At the very bottom of the page, there is a footer with the text: 'Department of Education QLD Privacy Terms Feedback © 2021 Microsoft. All rights reserved.'

Step 11.

The Intune profile has now been downloaded click on close to complete the installation

The screenshot shows a mobile browser interface. At the top, the address bar displays 'portal.manage.microsoft.com' with a lock icon and navigation symbols. Below the address bar is a blue header with the Queensland Government logo and the text 'Department of Education QLD'. The main content area has a light gray background with the heading 'Continue to Company Portal' and a blue person icon. Below the icon, the text reads: 'After the download is complete, continue to the Company Portal app.' A black 'Continue' button is centered below this text. A white notification box with rounded corners is overlaid on the screen, containing the text: 'Profile Downloaded' followed by 'Review the profile in Settings app if you want to install it.' At the bottom of the notification box is a blue 'Close' link. A black arrow points to the 'Close' link. At the very bottom of the page, there is a footer with the text: 'Department of Education QLD Privacy Terms Feedback © 2021 Microsoft. All rights reserved.'

Step 12.

Then click on Continue

Cancel < > AA portal.manage.microsoft.com

Queensland Government Department of Education QLD

Continue to Company Portal



After the download is complete, continue to the Company Portal app.

Continue

[Download again](#)

[Department of Education QLD Privacy Terms](#) [Feedback](#) © 2021 Microsoft. All rights reserved.

Step 13. And on Continue again for the final step

Queensland Government Department of Education QLD

Set up Department of Education QLD access

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

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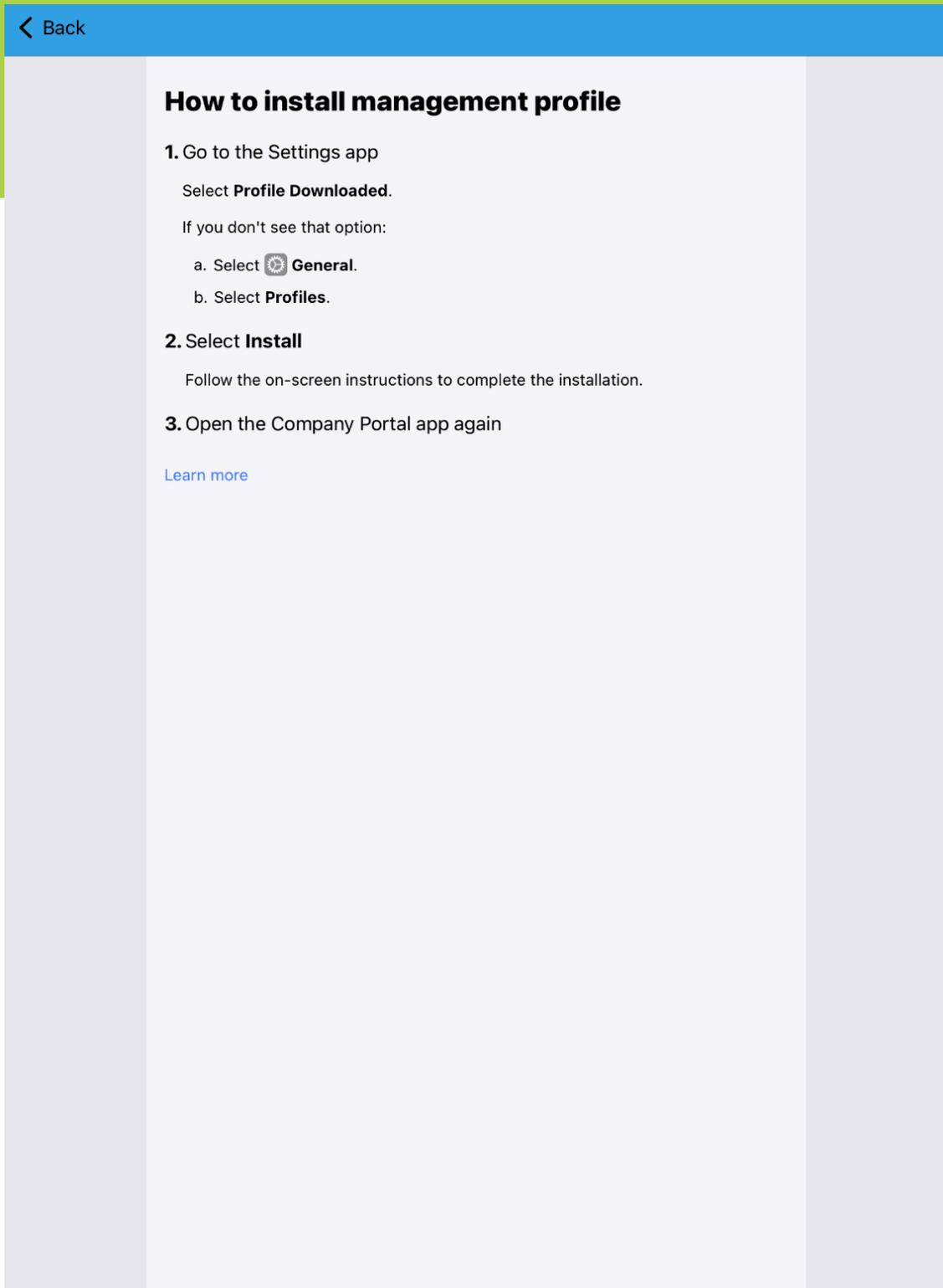
[Learn more](#)

Continue ←

[Postpone](#)

Step 14.

Minimise this screen by pressing on the home button or swiping up the screen



The screenshot shows an iOS settings page with a blue header bar containing a back arrow and the text 'Back'. The main content area is white and features a bold title 'How to install management profile'. Below the title, there are three numbered steps: 1. Go to the Settings app, 2. Select Install, and 3. Open the Company Portal app again. Step 1 includes sub-instructions for selecting 'Profile Downloaded' and a list of options (General and Profiles) if the option is not visible. Step 2 includes a note to follow on-screen instructions. At the bottom of the list, there is a blue link labeled 'Learn more'.

< Back

How to install management profile

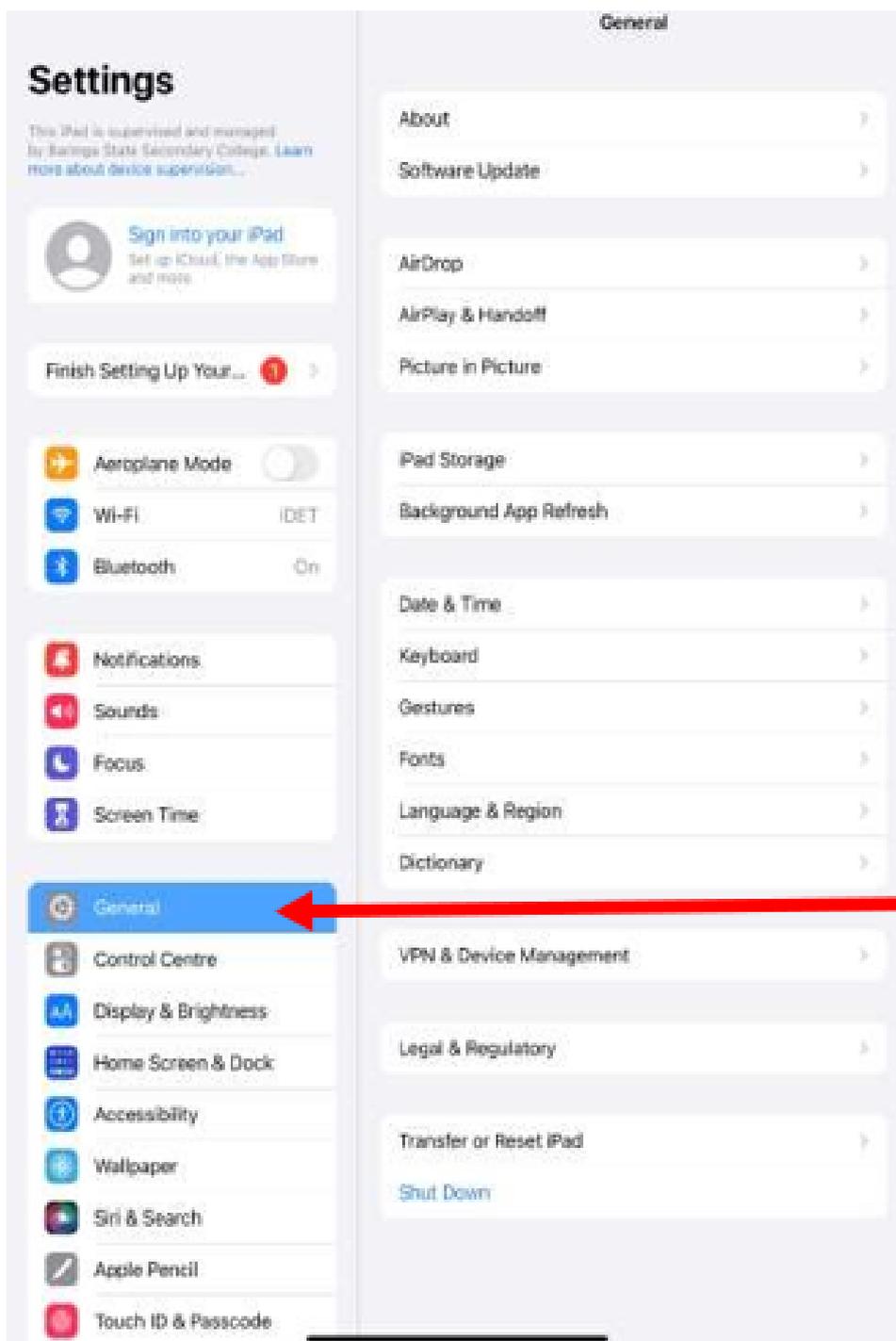
1. Go to the Settings app
 - Select **Profile Downloaded**.
 - If you don't see that option:
 - a. Select  **General**.
 - b. Select **Profiles**.
2. Select **Install**
 - Follow the on-screen instructions to complete the installation.
3. Open the Company Portal app again

[Learn more](#)

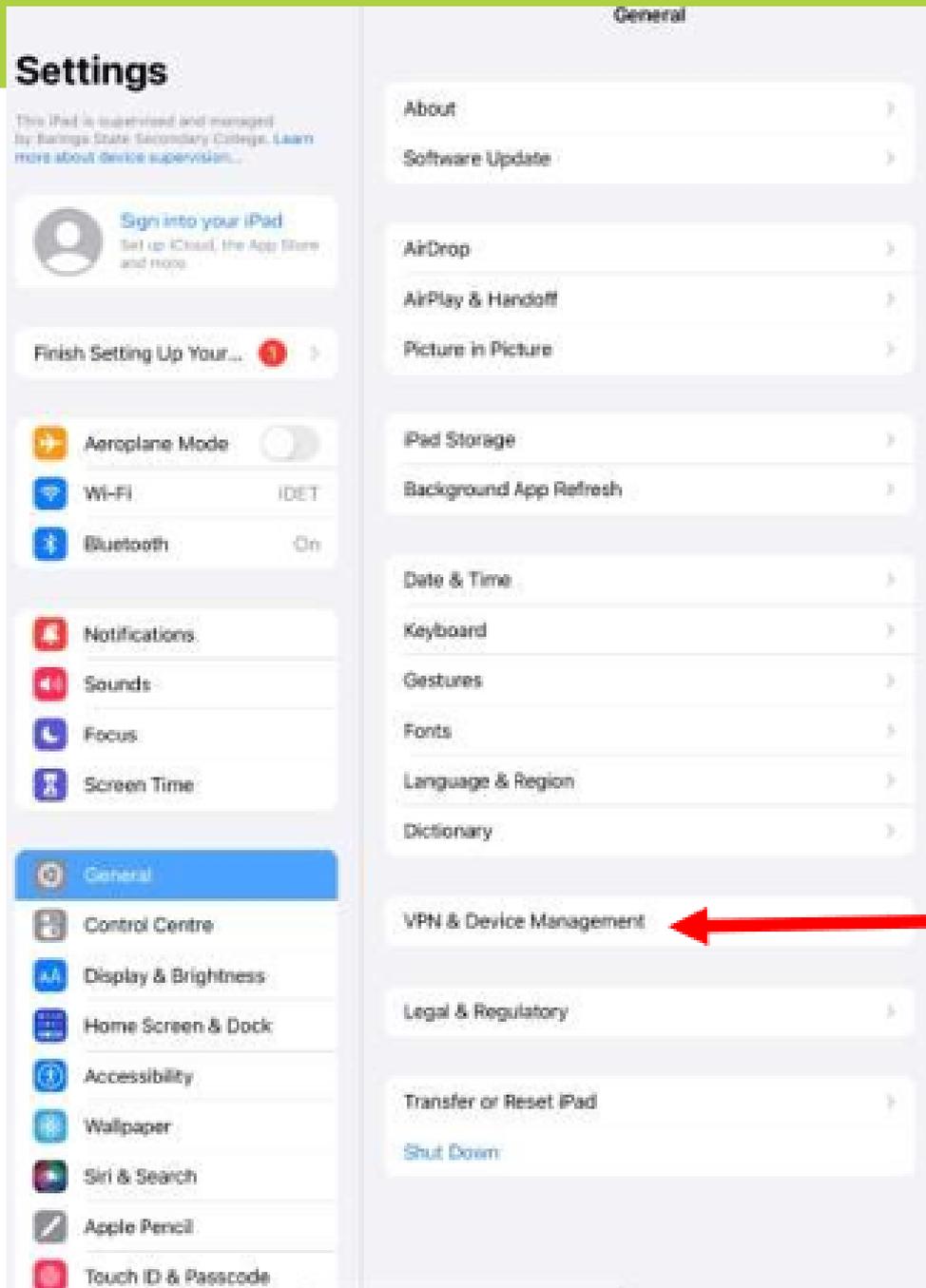
Step 15. Click on the settings Tile on the home screen



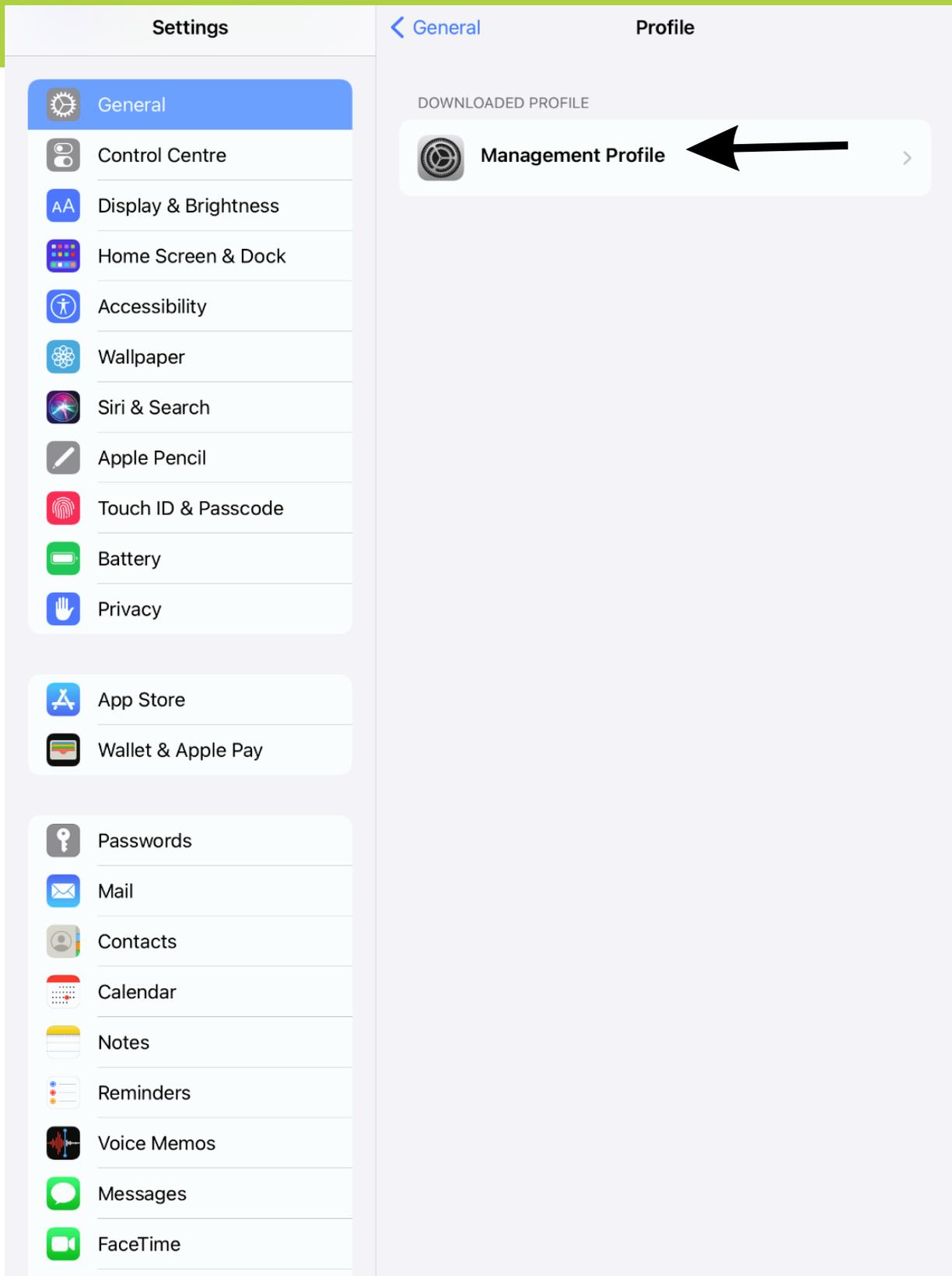
Step 16. In Settings on the left pane click on General



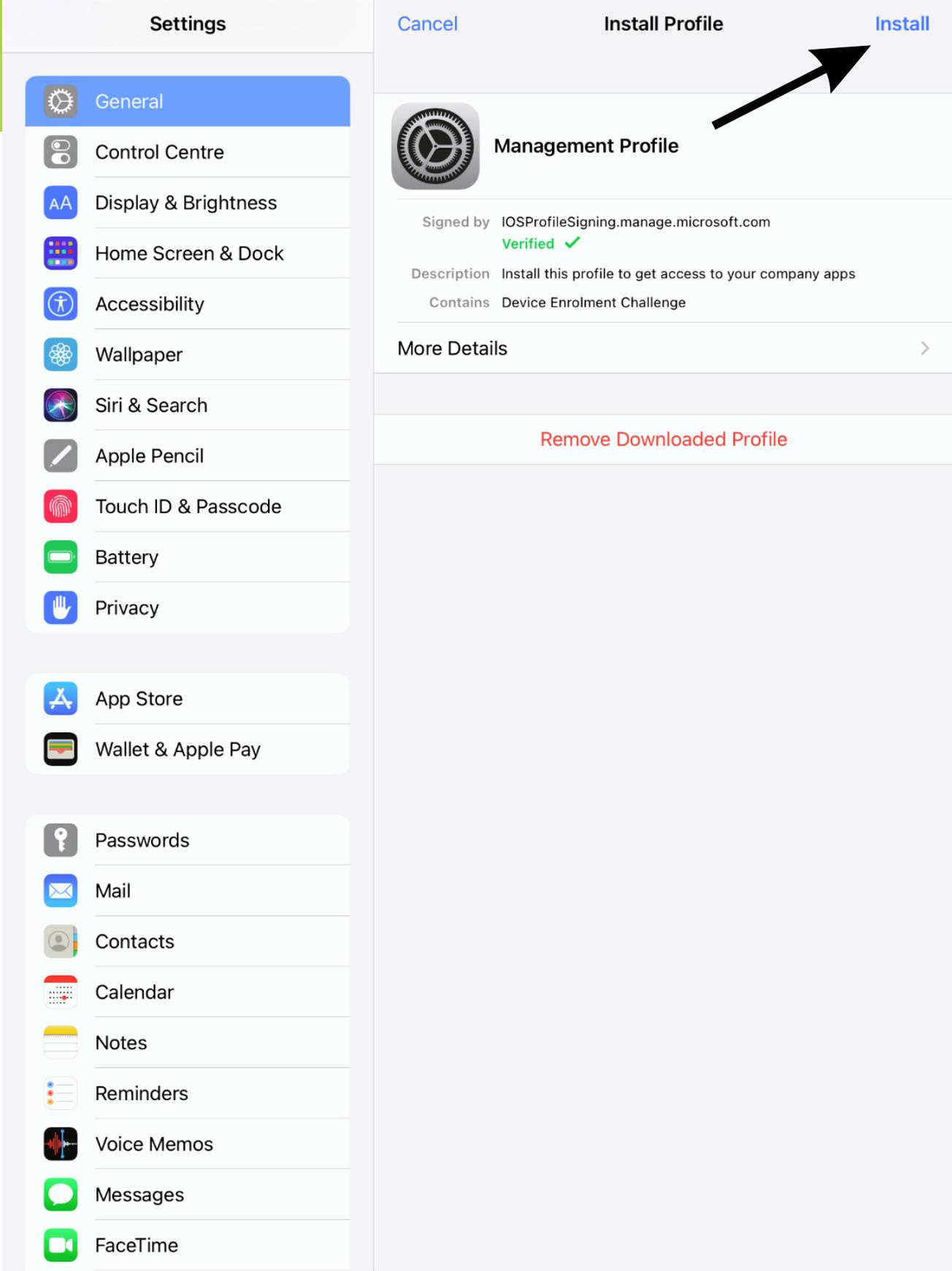
Step 17. Then on the right pane click on VPN & Device Management



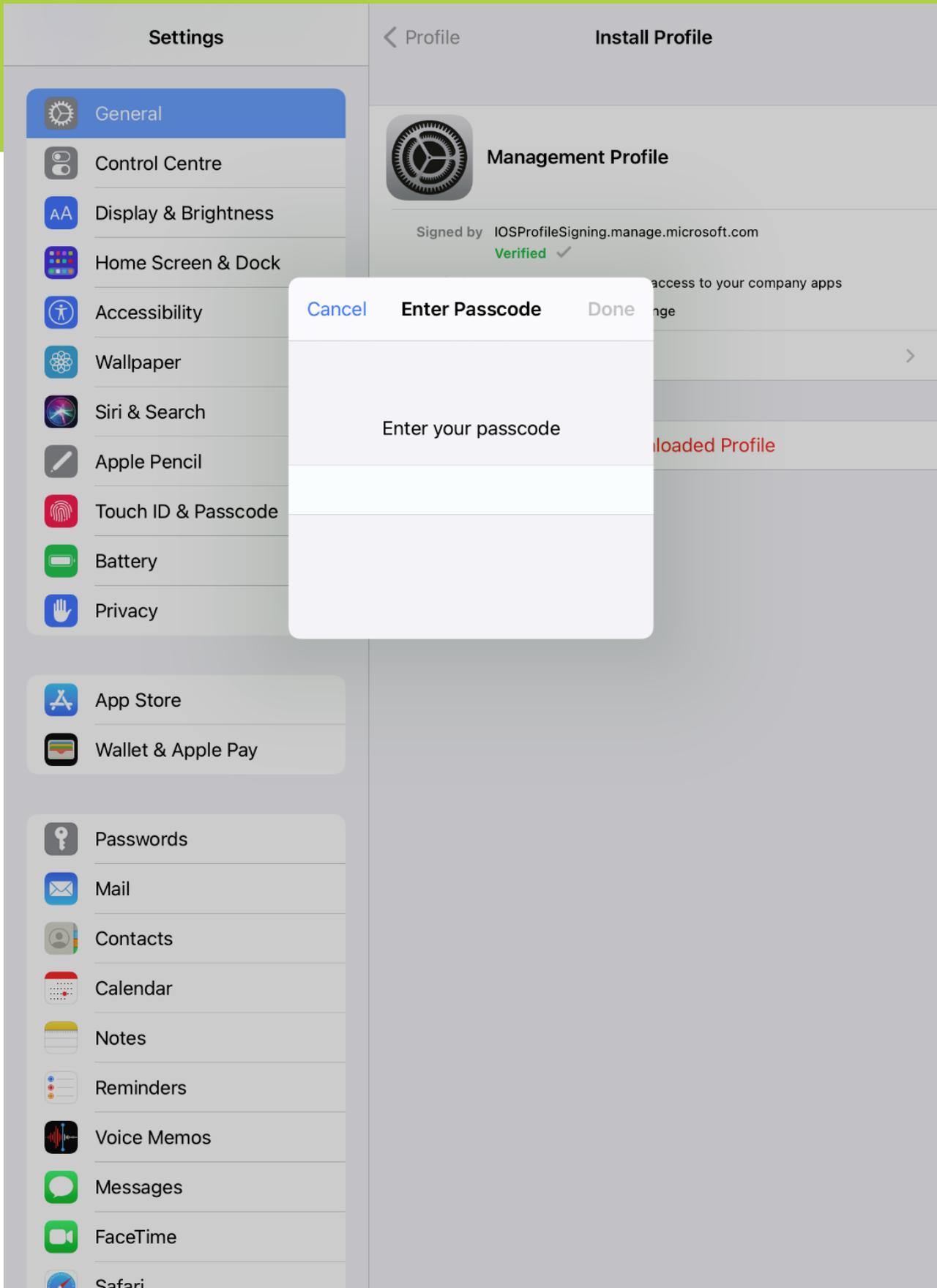
Step 18. On this screen click on the Management profile



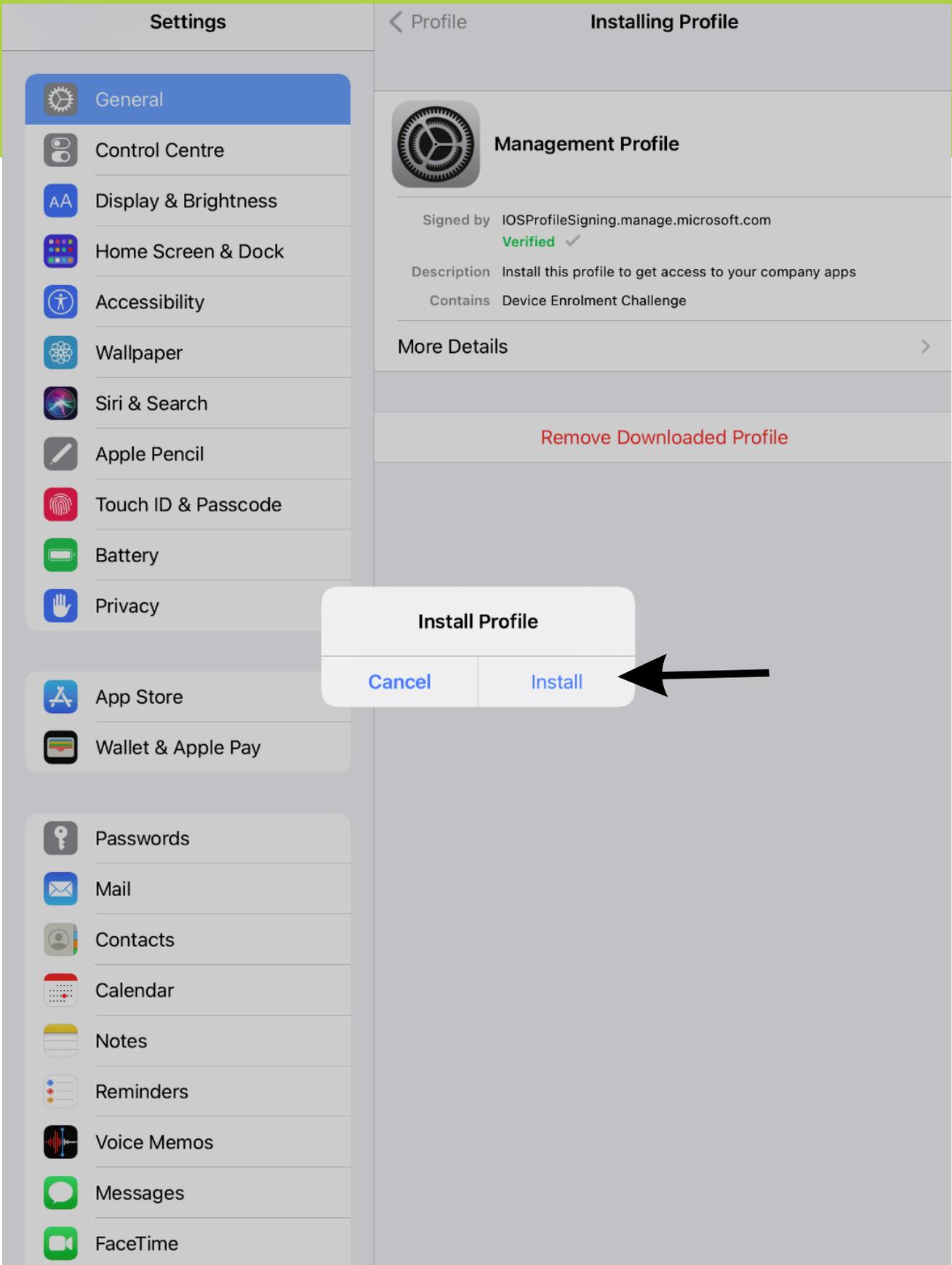
Step 19. Then click on install in the top right corner



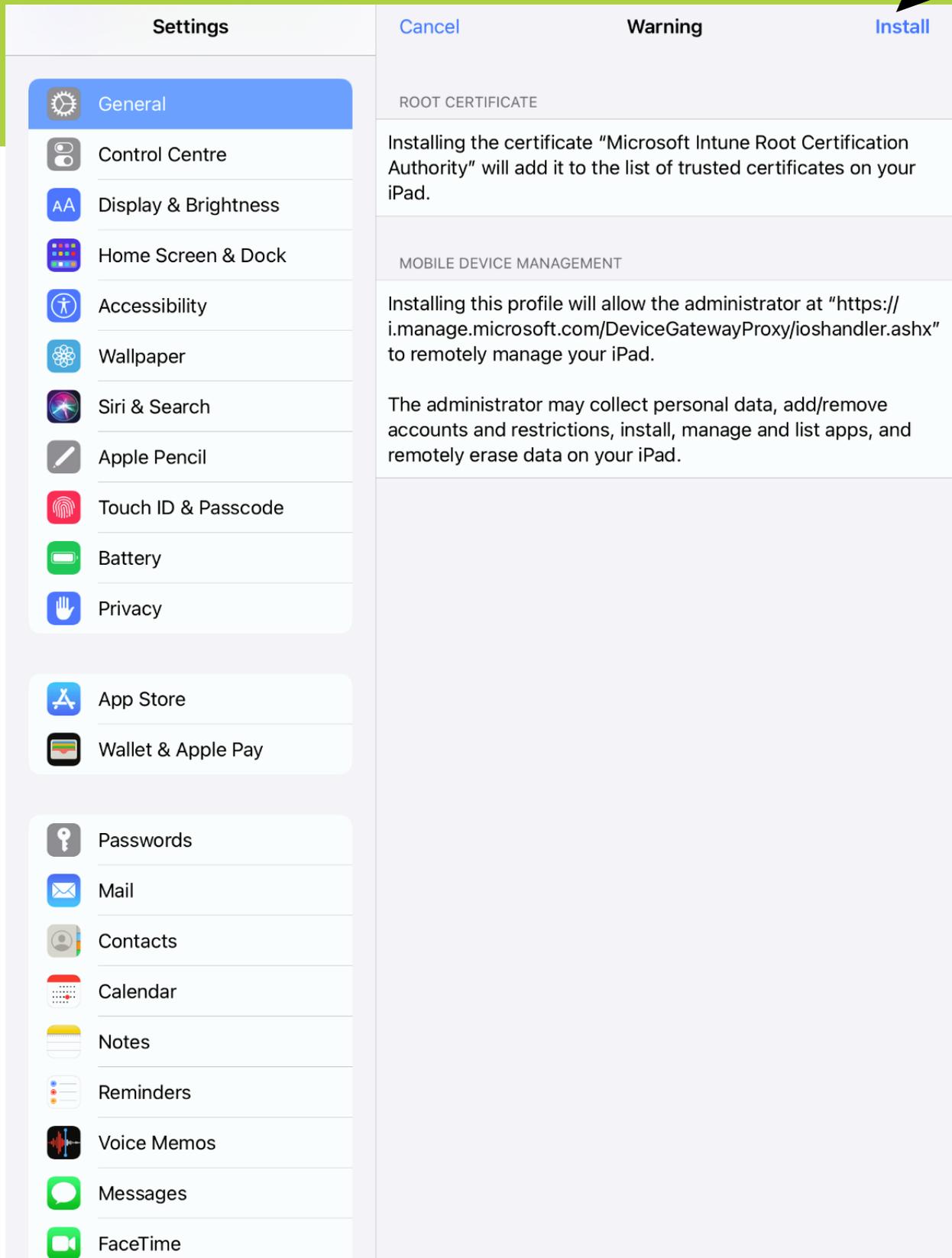
Step 20. If prompted enter your passcode
(if you do not have one make
sure you set up one)



Step 21. Click on the install to install the profile



Step 22. Click on install in the top right corner



Step 23. Click on trust

The screenshot shows the iPad Settings app with the 'Warning' dialog open. The dialog has three buttons at the top: 'Cancel', 'Warning', and 'Install'. The main content of the dialog is divided into two sections: 'ROOT CERTIFICATE' and 'MOBILE DEVICE MANAGEMENT'. The 'ROOT CERTIFICATE' section contains the text: 'Installing the certificate "Microsoft Intune Root Certification Authority" will add it to the list of trusted certificates on your iPad.' The 'MOBILE DEVICE MANAGEMENT' section contains two paragraphs: 'Installing this profile will allow the administrator at "https://i.manage.microsoft.com/DeviceGatewayProxy/ioshandler.ashx" to remotely manage your iPad.' and 'The administrator may collect personal data, add/remove accounts and restrictions, install, manage and list apps, and remotely erase data on your iPad.' At the bottom of the dialog, there are two buttons: 'Cancel' and 'Trust'. A large black arrow points to the 'Trust' button. In the background, the Settings app is visible, showing the 'General' section selected in the left sidebar.

Settings

- General
- Control Centre
- Display & Brightness
- Home Screen & Dock
- Accessibility
- Wallpaper
- Siri & Search
- Apple Pencil
- Touch ID & Passcode
- Battery
- Privacy
- App Store
- Wallet & Apple Pay
- Passwords
- Mail
- Contacts
- Calendar
- Notes
- Reminders
- Voice Memos
- Messages
- FaceTime

Warning

Cancel Install

ROOT CERTIFICATE

Installing the certificate "Microsoft Intune Root Certification Authority" will add it to the list of trusted certificates on your iPad.

MOBILE DEVICE MANAGEMENT

Installing this profile will allow the administrator at "https://i.manage.microsoft.com/DeviceGatewayProxy/ioshandler.ashx" to remotely manage your iPad.

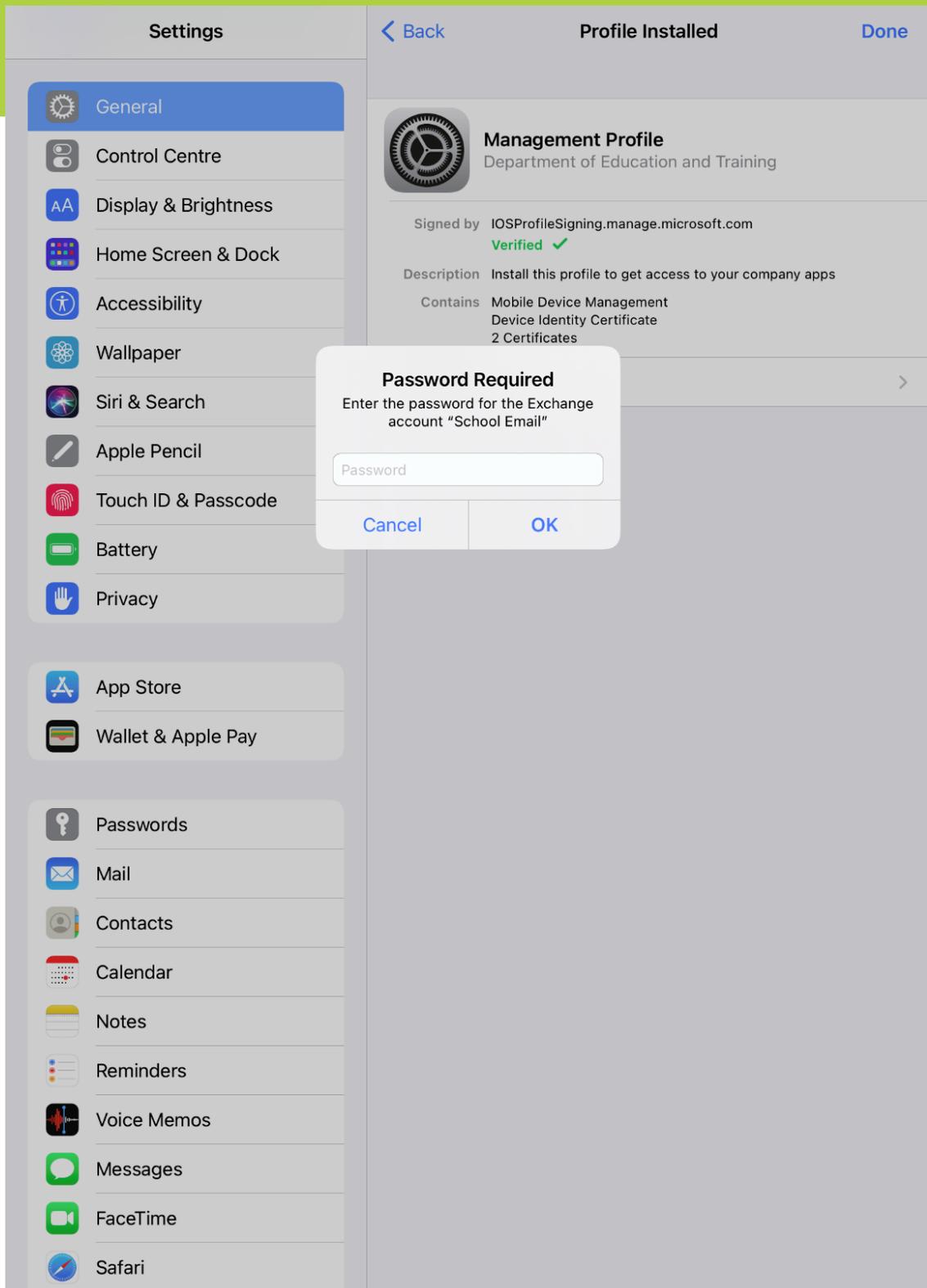
The administrator may collect personal data, add/remove accounts and restrictions, install, manage and list apps, and remotely erase data on your iPad.

Remote Management

Do you trust this profile's source to enrol your iPad into remote management?

Cancel Trust

Step 24. You will be prompted again to enter your passcode again for the install



Step 25. Click on done to complete the installation



Settings

- General
- Control Centre
- Display & Brightness
- Home Screen & Dock
- Accessibility
- Wallpaper
- Siri & Search
- Apple Pencil
- Touch ID & Passcode
- Battery
- Privacy
- App Store
- Wallet & Apple Pay
- Passwords
- Mail
- Contacts
- Calendar
- Notes
- Reminders
- Voice Memos
- Messages
- FaceTime

Profile Installed

[Back](#) [Done](#)

 **Management Profile**
Department of Education and Training

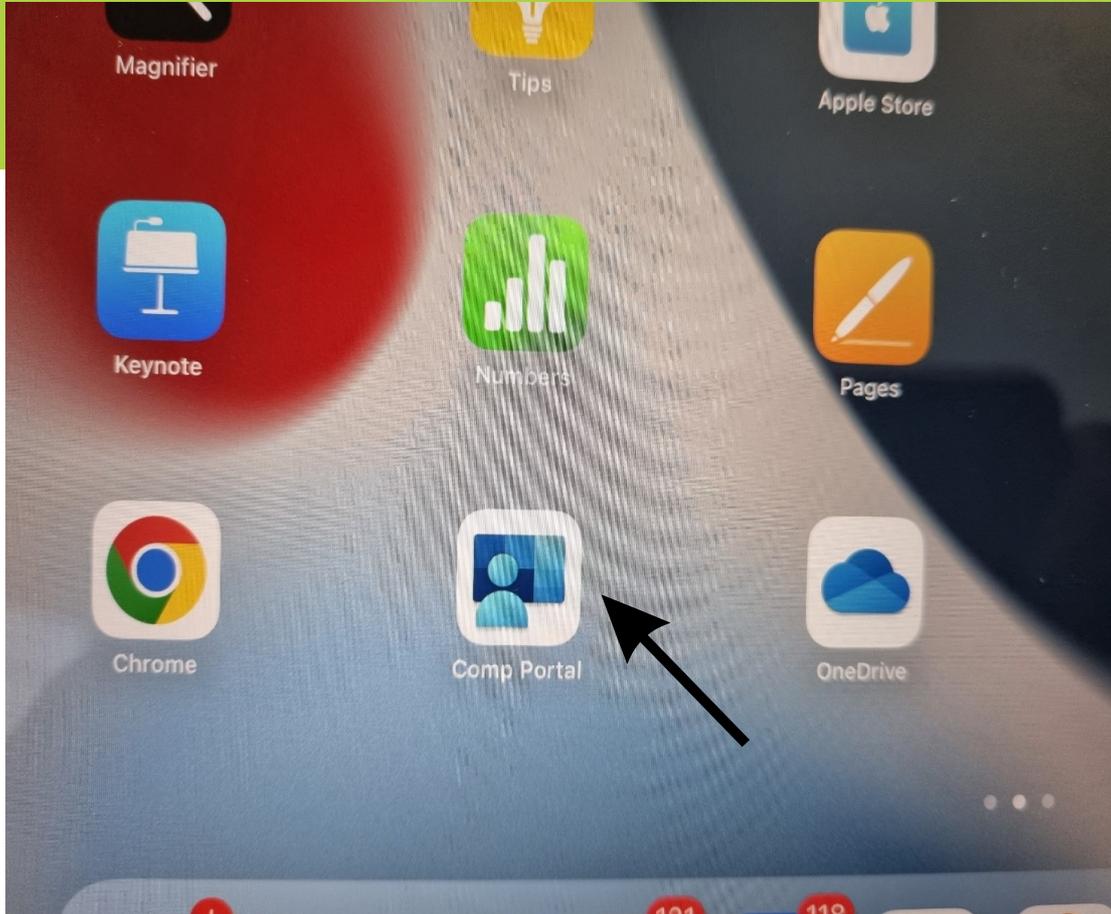
Signed by `IOSProfileSigning.manage.microsoft.com`
Verified ✓

Description Install this profile to get access to your company apps

Contains Mobile Device Management
Device Identity Certificate
2 Certificates

[More Details](#) >

Step 26. Go back to your home screen and click on the Company portal tile



Step 27.

Click on done

 Queensland Government

Department of Education QLD

You're all set!

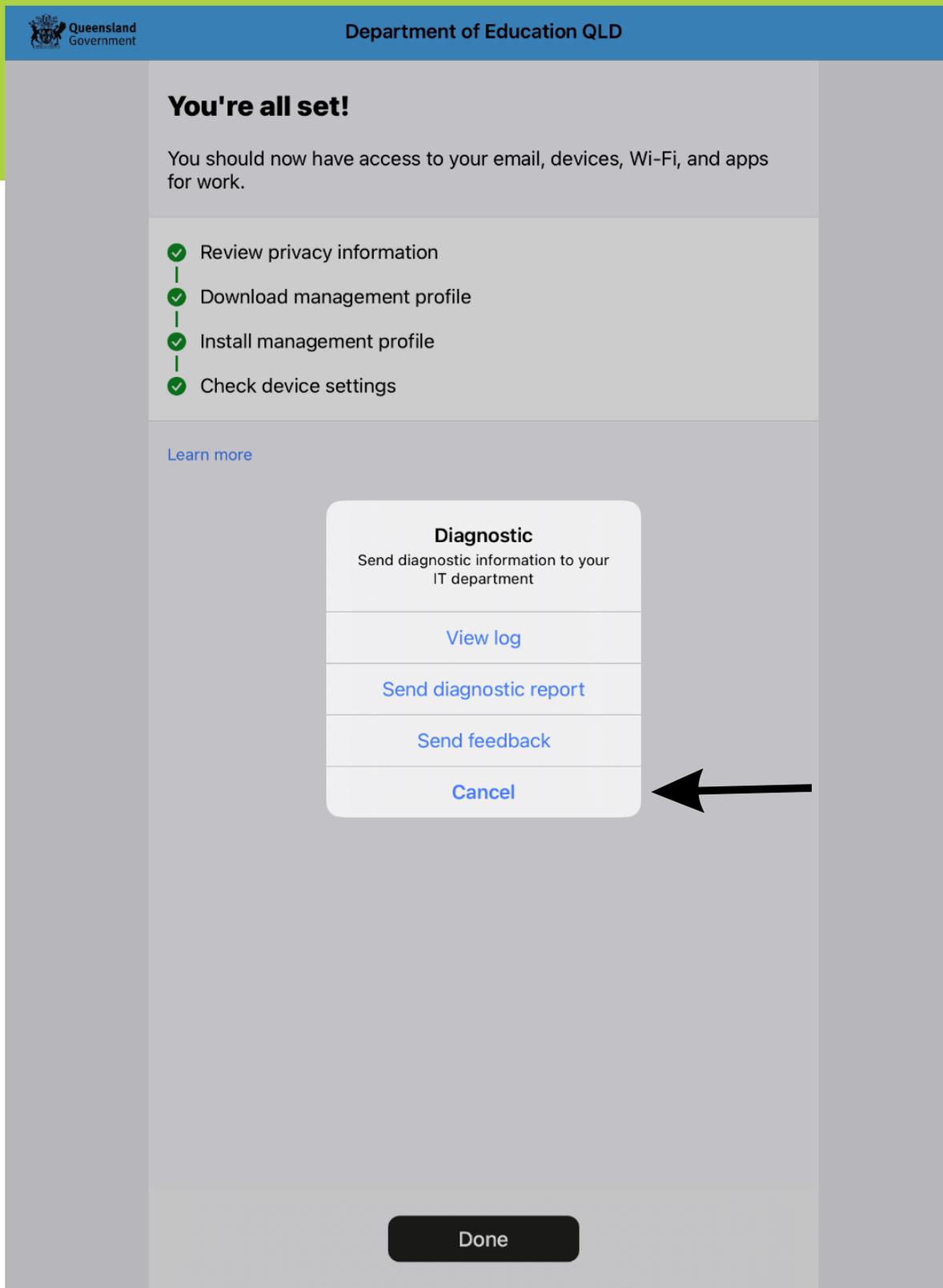
You should now have access to your email, devices, Wi-Fi, and apps for work.

- ✓ Review privacy information
- ✓ Download management profile
- ✓ Install management profile
- ✓ Check device settings

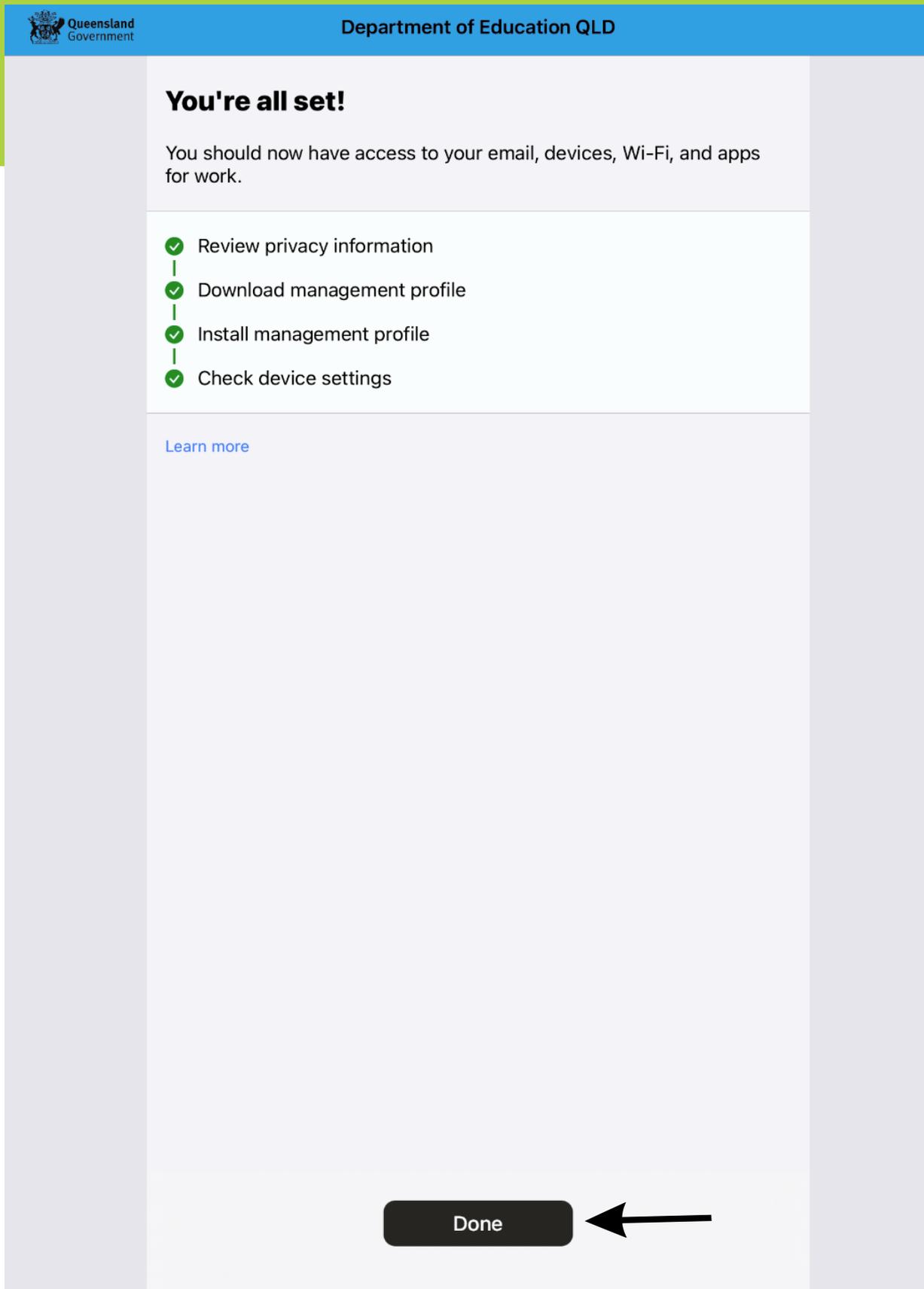
[Learn more](#)

Done ←

Step 28. If this appears click cancel then done

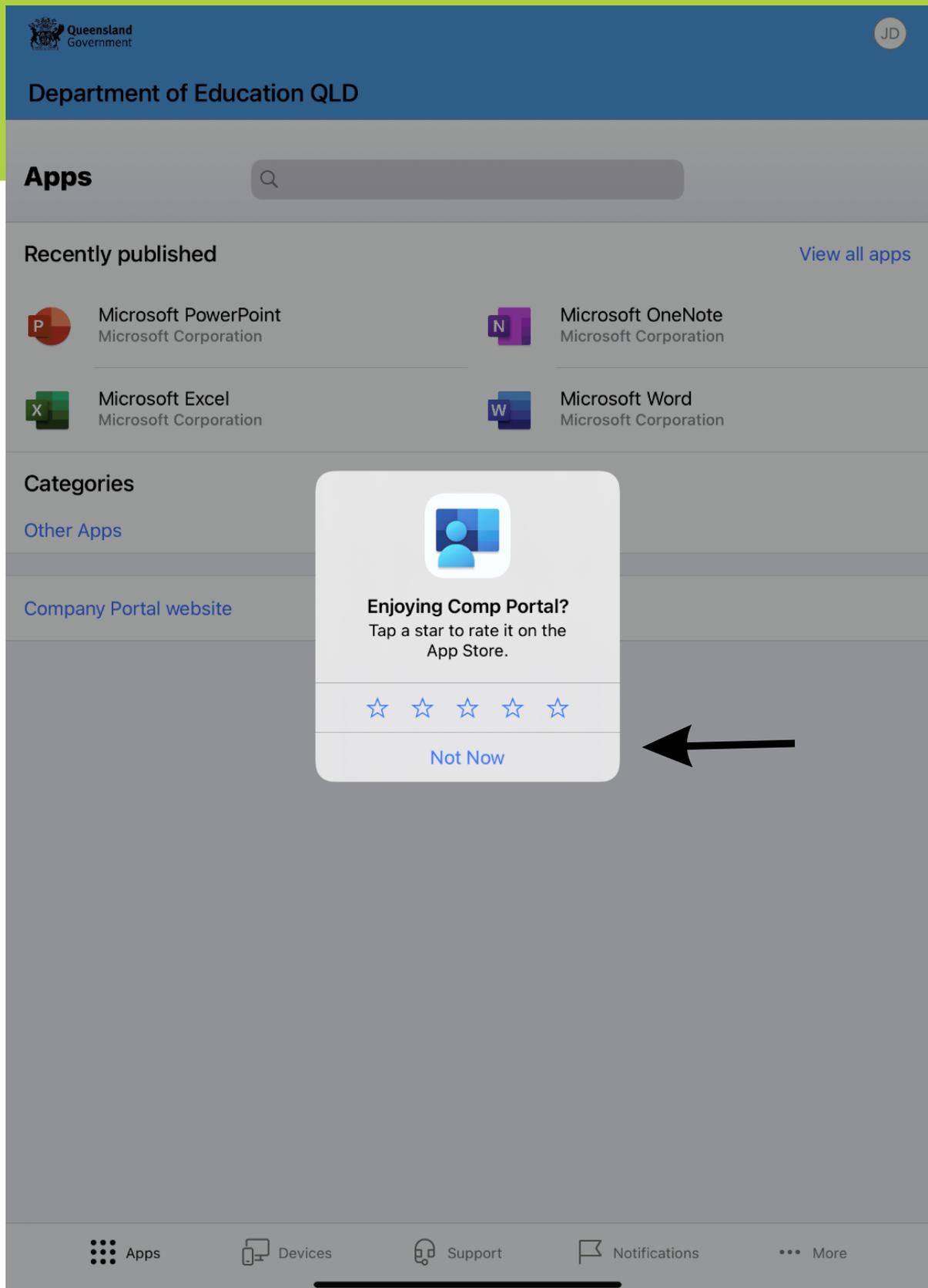


Step 29. Click on done on this screen



Step 30.

Click on not now



Step 31.

You will now be able to see all the Apps the school has published in the Company Portal, only click and install the apps you need.

