

iPad Setup Instructions

This guide demonstrates how to:

- Join InTune, the departments MDM (Mobile Device Management)
- Setup your child's Department of Education email account
- Install CSSS apps and digital resources

Before you begin:

Ensure you have:

- Reviewed, Signed and Returned our ICT Acceptable Use Agreement
- An Apple ID Setup for your Child (Refer to our Getting started section of our website for more information regarding Apple ID's)

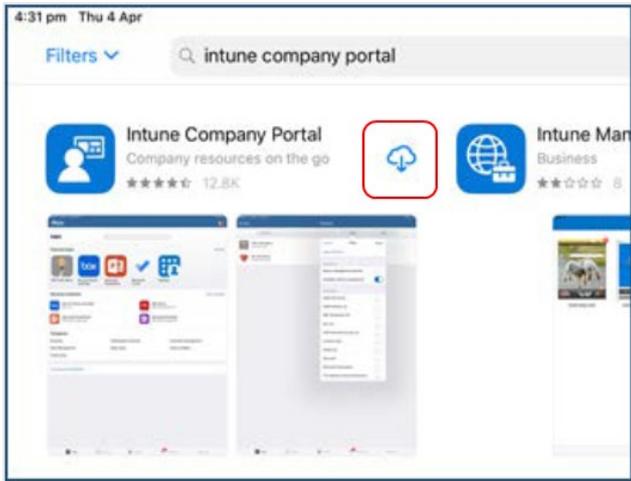
You will need:

- An iPad which meets **CSSS Minimum Specifications** with the latest updates installed
- An Internet Connection
- Your Child's MIS username and password

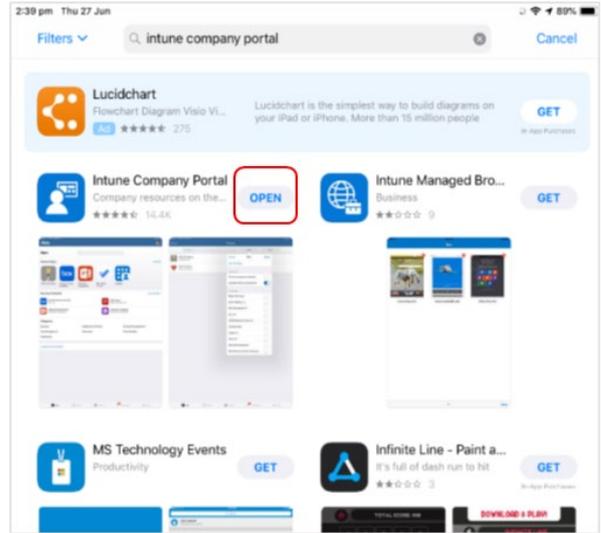
Please Note: This process may consume up to 3GB of data, please ensure you have an appropriate data plan to avoid excess usage charges. If you do not have access to a suitable internet connection, please contact the school via it@coomer.springss.eq.edu.au or 07 5519 5300 for assistance.

Step 1. Install inTune Company Portal App & Install Management Profile

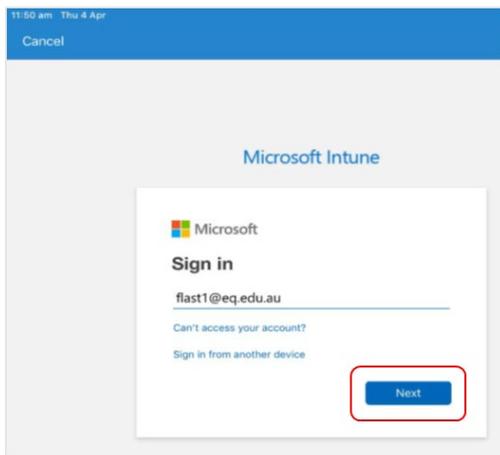
a. To start, connect to the internet, select the App Store icon and search 'Intune'. Then select Get or the download icon.



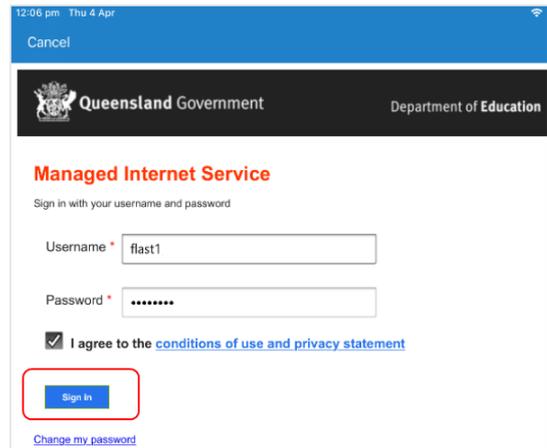
b. Please select Open to open the Company Portal.



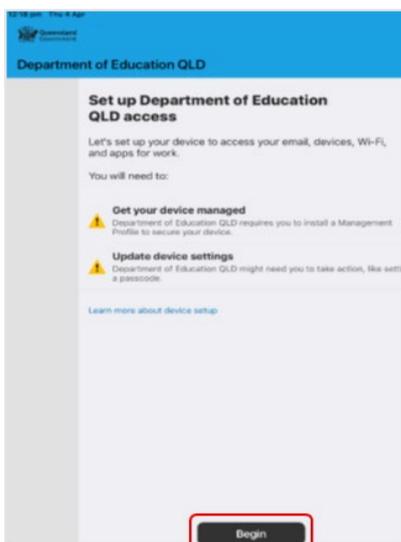
c. Sign in to Intune with the @eq.edu.au email address you were supplied by CSSS IT and select Next to continue.



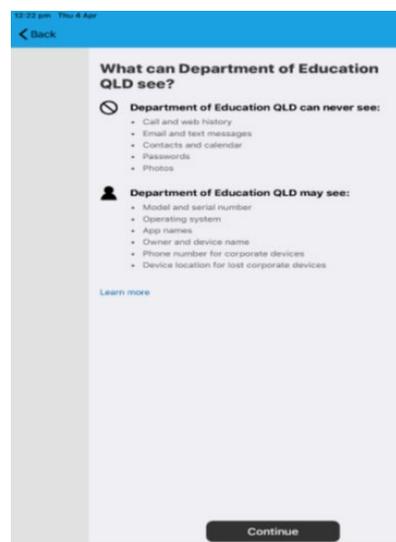
d. Please Tap "I agree to the conditions of use and privacy statement" then "Sign in"



e. Next we will install the inTune Management Profile



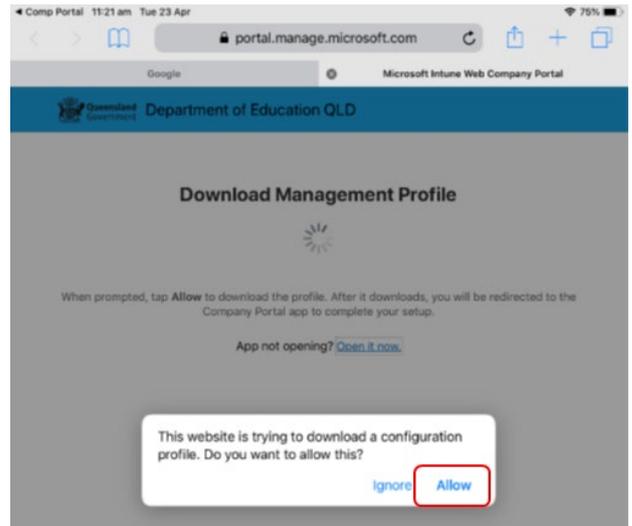
f. This explains what your school IT administrator can and cannot see on your iPad. Please select Continue.



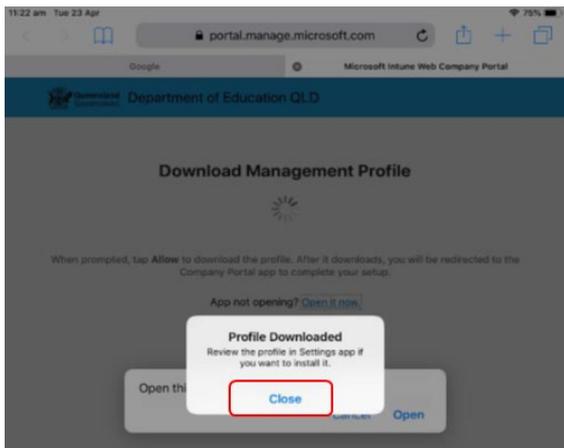
g. This screen outlines further steps. Please select Continue to continue the installation.



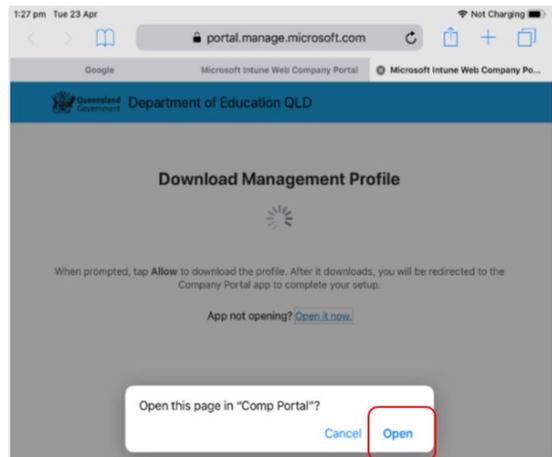
h. Select Allow to download the Intune profile.



i. Your Intune profile has now been downloaded and can be closed. Please select Close.



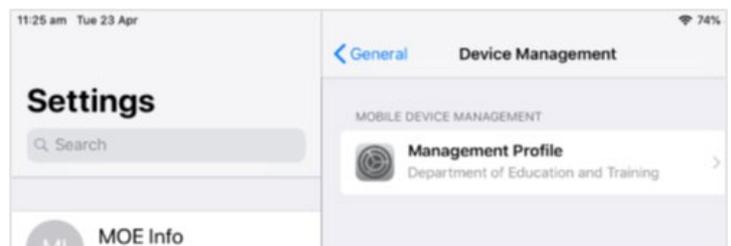
j. Please select Open, then press the home button to minimise this window.



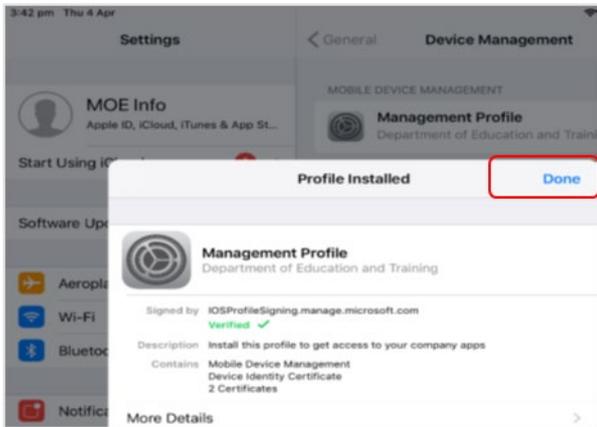
k. Please open your settings by pressing the Settings icon on your home screen



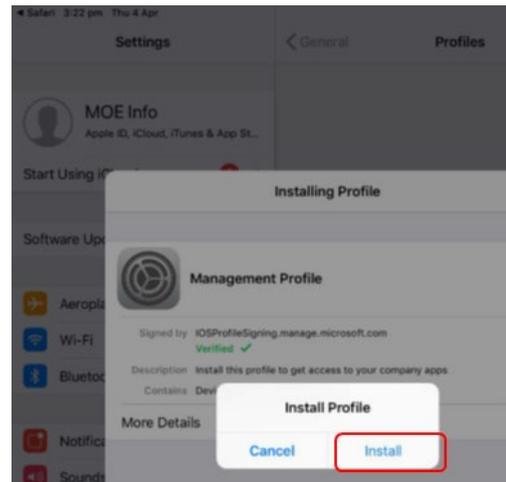
l. On your Settings screen, please select Profile Downloaded button.



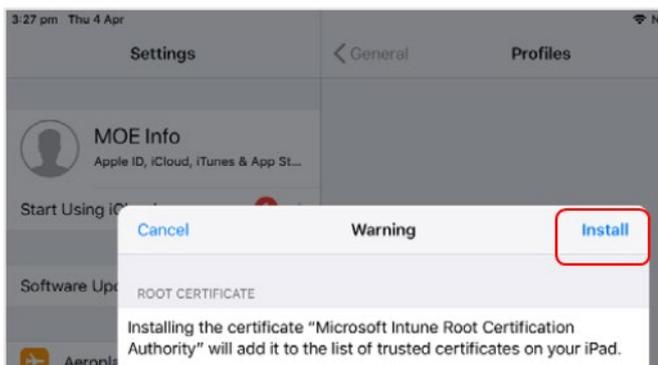
m. Then, please select Install on the install profile screen.



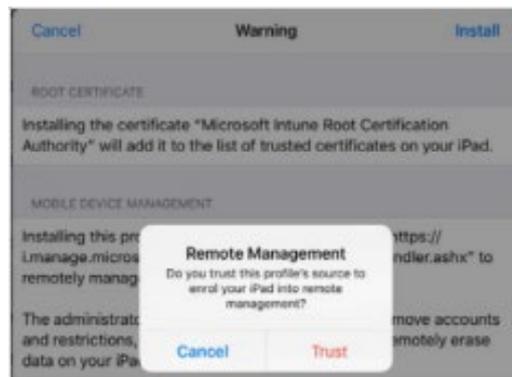
n. If prompted, enter your iPad passcode. Then tap Install



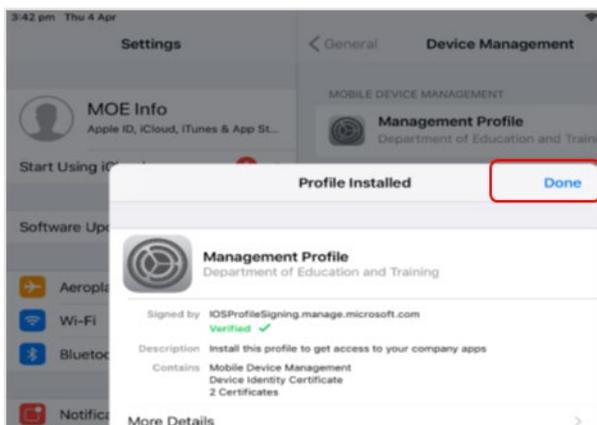
o. When you see a warning displayed, please select Install to continue with the installation.



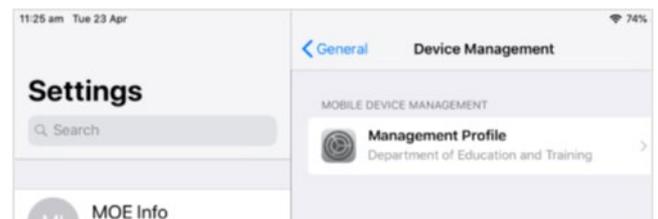
p. If you are prompted to enrol into remote management, please select Trust. This will start installing the profile.



q. When the screen changes to show the profile has finished installing, select Done. An 'Enrolling device' message will then appear.



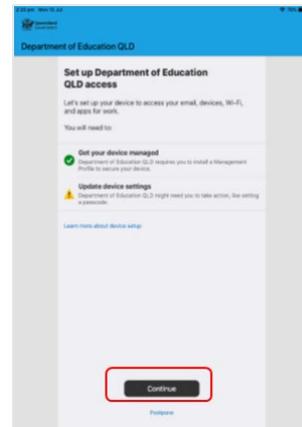
r. Your settings page will be displayed and you'll see the Department of Education management profile has been installed. Press the home button to minimise the settings window.



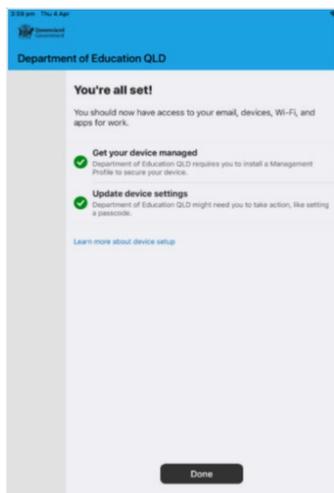
s. Select the Comp Portal icon to re-open the company portal app.



t. Your device is now managed through the Company Portal. Select Continue to complete set-up. A message explaining that the Company Portal is confirming device settings may display.



u. Intune is finished when there is a tick next to all the items listed. On this screen please select Done.



Please Note: It may take up to **15 minutes** to finish installing. You can use the iPad in the meantime but please keep it connected to the internet. After this finishes installing, the iPad is ready for you to install the other apps needed for school.