**Windows10 Transcript**

This video will show you how to enrol a BYO Windows device into Intune and install an app.

You may find it helpful to watch this video on another device while you complete your installation. We recommend you stop and start the video as required depending on the timing of your installation.

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

Please note the installation process may take up to 15 minutes to complete.

These instructions are for Windows 10.1607 and above. You may find some of screens look different to the ones in this video if you have an older version of Windows or there are changes made to Intune.

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

To start, please connect to the internet and select the Windows icon at the bottom left-hand corner of your screen.

Then please select the person icon.

A list of options will be displayed, please select Change account settings.

Then please select Access work or school.

If your account is already listed, select it and then select disconnect.

Then, please select Connect.

Please enter your school @eq.edu.au email address and select Next.

Your username may appear in the Username field in the Managed Internet Service screen. If not, please enter your username. This is the first part of the email address supplied by your school.

Also type in the password and accept the terms and condition.

Then please select Sign-in.

This may take a moment.

When you see the screen that says ‘You’re all set!’, please select Done.

On the next screen, your account details will be displayed.

Select the Windows icon at the bottom left-hand corner of your screen.

Wait for the Company Portal App to Install.

You will now need to restart your device.

Please select the Windows icon at the bottom left-hand corner, and then the power symbol, and then restart.

Please note, as everyone’s settings are different you may be prompted to change your password. If this happens, please do so.

Now your device has restarted, your Intune enrolment is now completed.

It may take up to 15 minutes to finish installing. You can use your device in the meantime but please keep it connected to the internet.

Your device is now ready to install the apps your school has recommended.

To install apps, please select the Windows icon at the bottom left-hand corner of the screen, and then open the Company Portal application.

If requested, please sign in with your school user name and password.

To see the apps your school has indicated you require, please select Show all.

Please choose an app to install. In this example, we will use Word Mobile.

Then, please tap on the Install button.

A downloading message will be displayed during installation.

The screen will display Installed when the app has finished installing.

To check your app has installed, select Installed apps and see if it is in the list.

Click the back arrow Company Portal to install additional apps. Please repeat the process to download apps.

Next, set up your school mail account.

To do this, open your mail app by selecting the mail icon at the bottom of the screen.

You will see your school EQ Email account listed.

If you do not, please note it may take up to 20 minutes, depending on your device and your internet connection.

Please select Fix Account.

A message will then confirm if you want to make changes to your mail account, please select Yes.

The All Done screen will display, Select done.

Your mail account has been set up for use and emails can now be sent and received from the school email account.

Your device is now ready for school.

If you need help with installing Intune, an app or mail account, please see your school for assistance.