

# St Andrew's College

## BYOD Onboarding

### for Windows 11

# 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](mailto:helpdesk@stac.school.nz) or visit the IT Helpdesk.

## **Please note:**

- in the event of any errors/failures, please reopen **Access work or school** settings and retry;
- these instructions are tailored for Windows 11 and above. Examples shown may appear differently if you have an older version of Windows 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 (Windows 22H2 or greater is recommended).

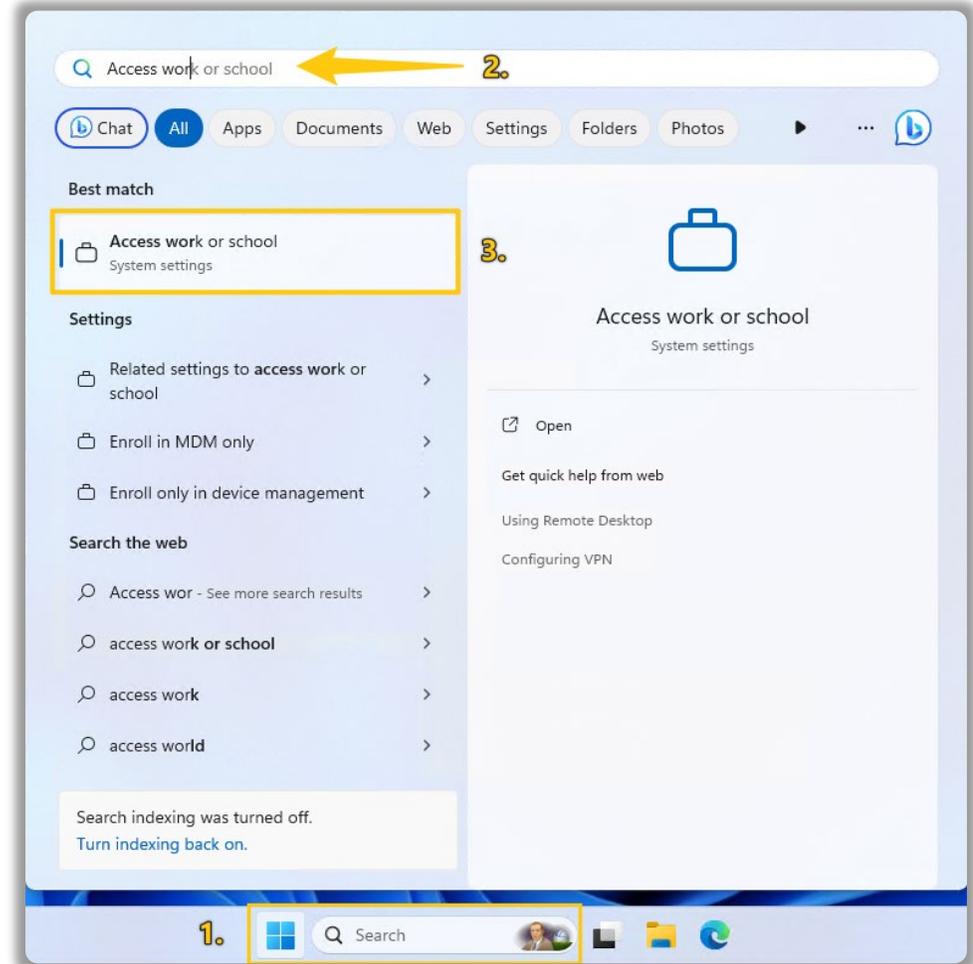
# Step 1

1. Click on the Start Menu or Search bar down on the taskbar.
2. Search for **Access work or school**.
3. Select the appropriate result.

Alternatively, this can also be found under:

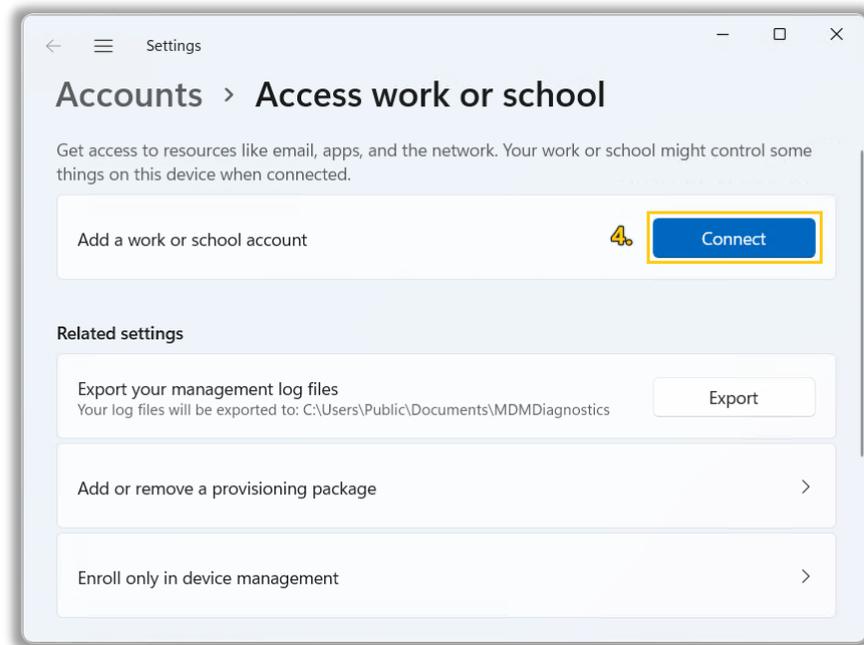
**Settings > Accounts > Access work or school**

Or, by clicking the below link if you are viewing this on the device itself: <ms-device-enrollment:?mode=awa>

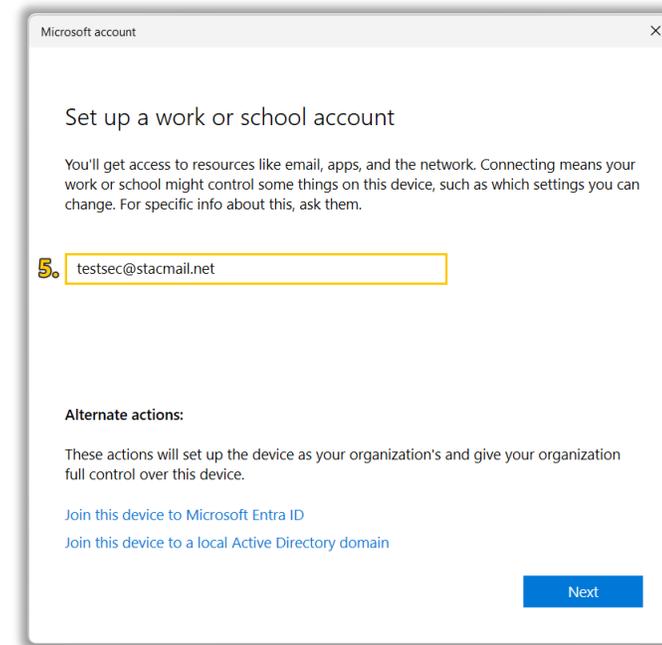


# Step 2

4. On the Access work or school page, select **'Connect'**.

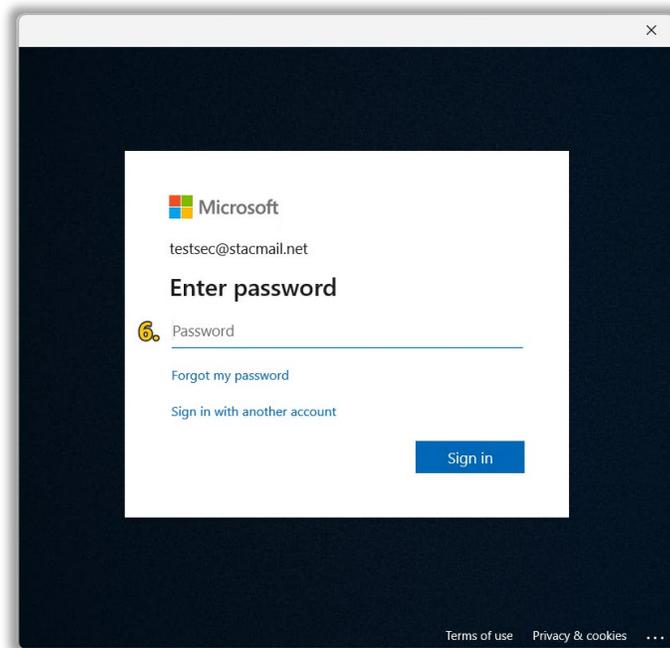


5. Enter your StAC email address and select **'Next'**.

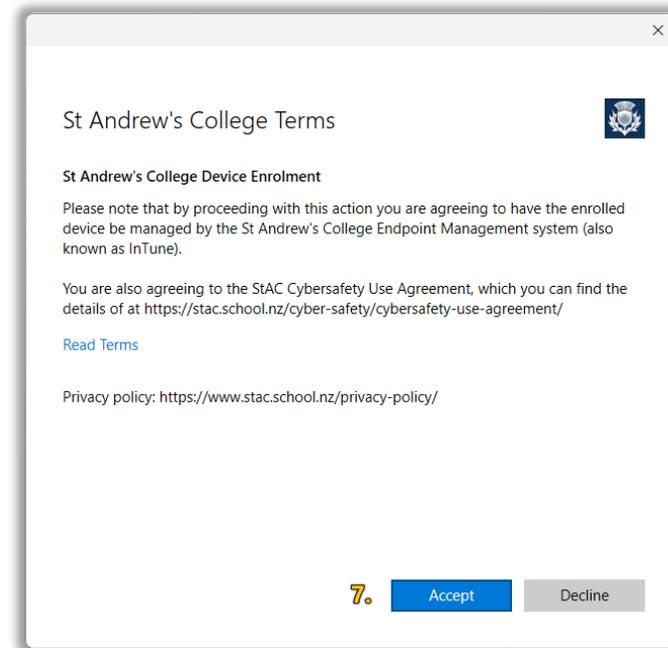


# Step 3

6. A new window will appear. **Enter your StAC email and password** as required.



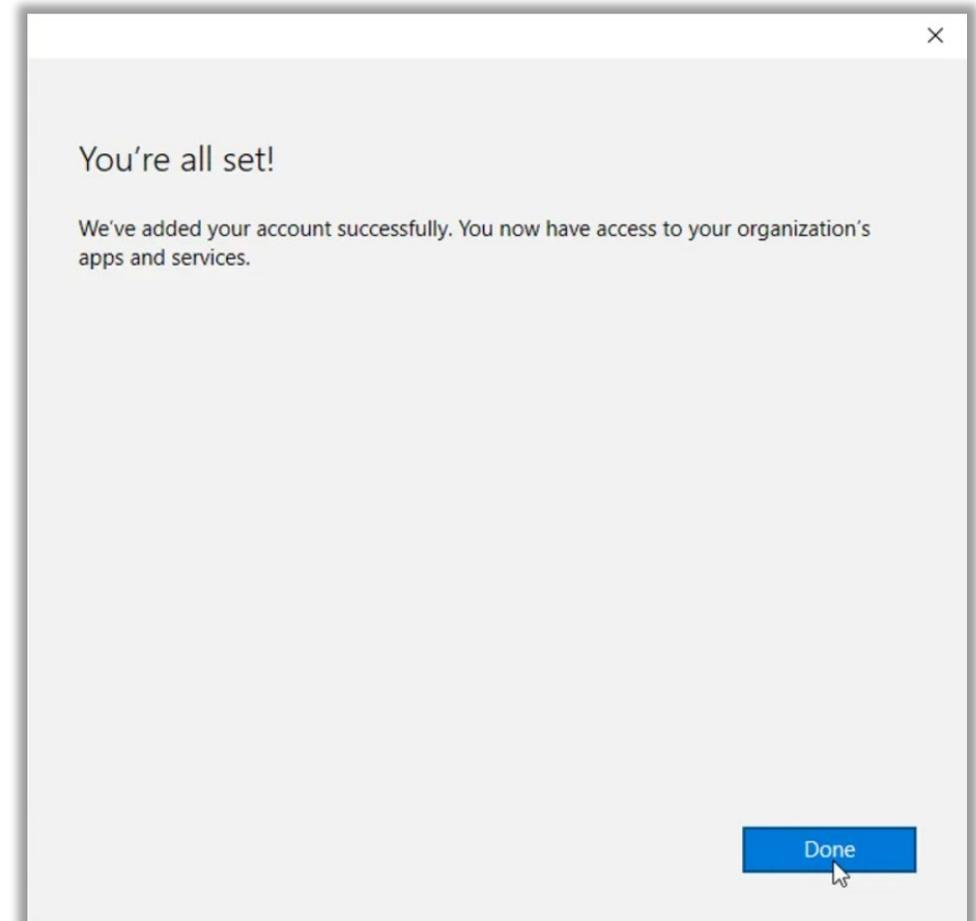
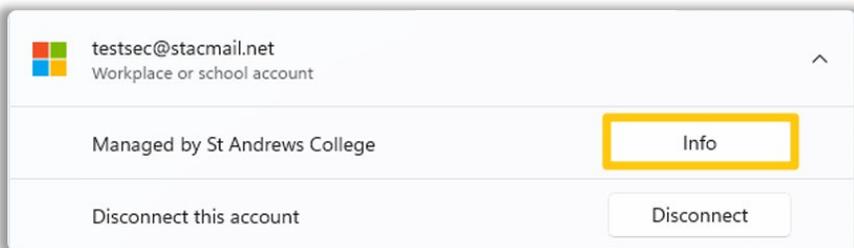
7. Read over then **accept any terms and conditions** that appear, and then select 'Sign in'.



# Step 4

## 8. 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.
- You can expedite this process by selecting '**Info**' under your account and clicking '**Sync**' on the following page.



# Step 5

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: <a href="https://aka.ms/office-install">aka.ms/office-install</a>	Can be downloaded from: <a href="https://aka.ms/getteams">aka.ms/getteams</a>	Pre-installed on Windows devices, guide to add account <a href="#">here</a> .  Quick Start Guide <a href="#">here</a> .	Vivi can be downloaded from: <a href="https://get.vivi.io">get.vivi.io</a>

# 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.

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## StAC ICT Helpdesk

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

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