BYOD: iPad Setup Parents Guide

BMSS BYOD

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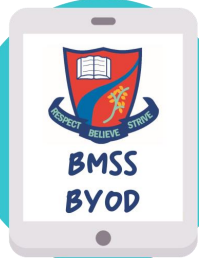
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What do I need?

How to:
Create an account for your child
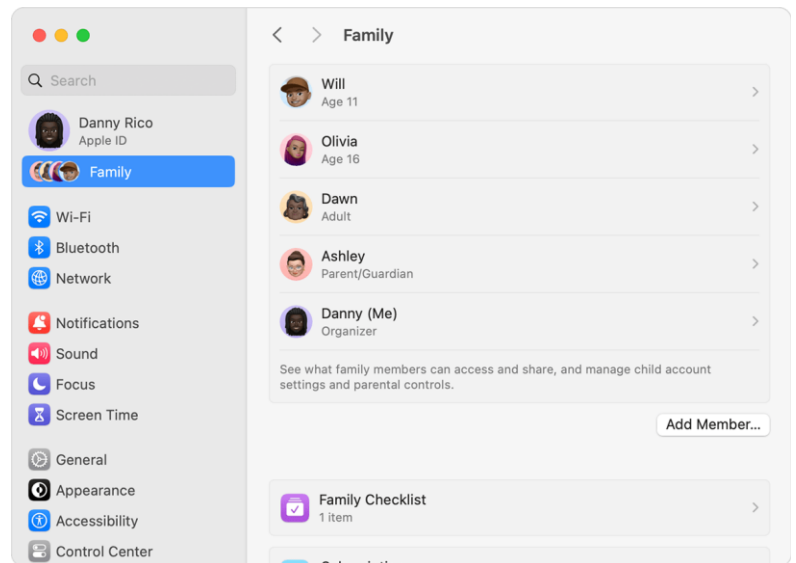
**Click here for the Apple website support page for Family Sharing**

What do I need?

Parents will need their own Apple ID in order to perform these steps.

- If you do not have one, please create one here.
-   If you need help with this, visit here.

An iPad, iPhone or Mac to set up Family Sharing.

Don't have any other Apple products? All good! Follow the instructions on your child's iPad until the stop sign, then skip to the red section.
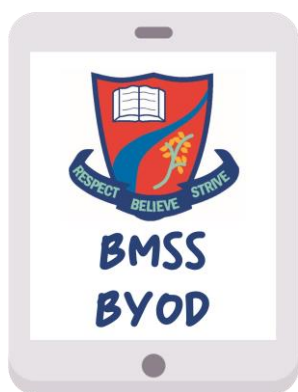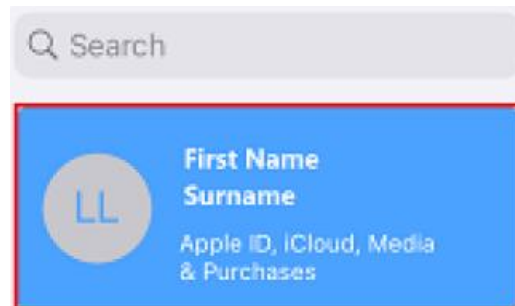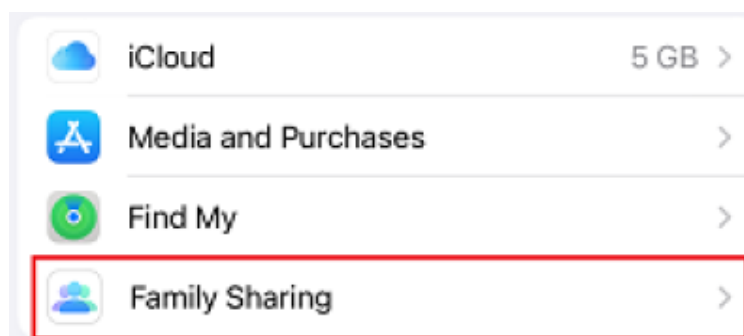
Your child's school iPad.

1. **Turn on the iPad/iPhone/Mac (or your child's school iPad) with <u>your parent Apple ID logged into it</u> and tap on the Settings app.**

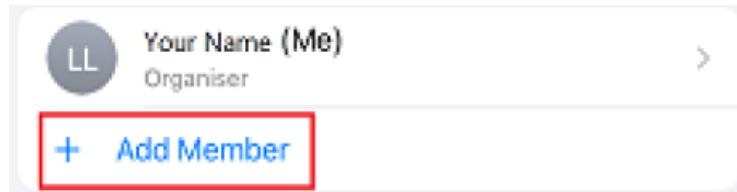2. **In the upper left-hand corner, tap on your name to bring up the Apple ID screen.**

Q Search

First Name
Surname
Apple ID, iCloud, Media & Purchases

3. **On the right, tap on Family Sharing.**

iCloud	5 GB >
Media and Purchases	>
Find My	>
Family Sharing	>

4. On the right, underneath Family, tap on Add Member.

4a. Tap on Create an Account for a Child beneath the Invite People button.
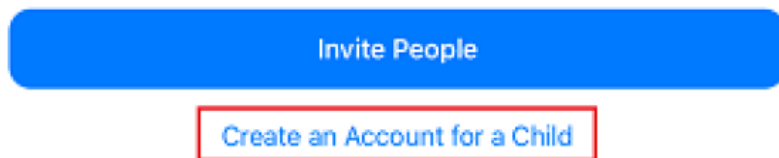
4b. On the next screen, tap on Continue.

4c. You may be required to provide Parental Consent, which requires providing a Credit/Debit Card for verification purposes. Please follow the prompts (Note: you will not be charged anything for providing these details. Card details are discarded after verification).

4d. Once verified, tap on Continue.

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5. Read and accept the Family Privacy Disclosure policy by tapping Agree in the lower right corner of the prompt.

6. Provide your child's name and DOB as required, then tap next.

7. Provide an email address that is registered in the child's name.
If you do not have one, tap on Do not have an email address? and select Get an iCloud email address to create a free account, and then tap on Next.

Tap on Create Email Address to confirm.

< Back   Next

Test's Email Address

Please enter Test's email address. It will be used as their Apple ID.

Email | name@example.com

Do not have an email address?

IMPORTANT: Make note of the email address used for your child's Apple ID. You will need this later!

8. Choose a secure password that is easy to remember, and then tap Next.

9. Confirm the phone number for use with two-factor authentication. This must be a number that can receive an SMS message for future sign in requests.

10. Read the Terms and Conditions and tap Agree in the lower right corner of the screen, and then tap Agree again.

(It may ask again for your child's email address. Click 'Do not have an email address'.)

11. Turn On the suggested features.

You will be returned to the Family Sharing screen with your child's account displayed.

LL	**Your Name** (Me)	>
	Organiser	
TC	**Test Child**	>
	Age 12 Years	

+ Add Member
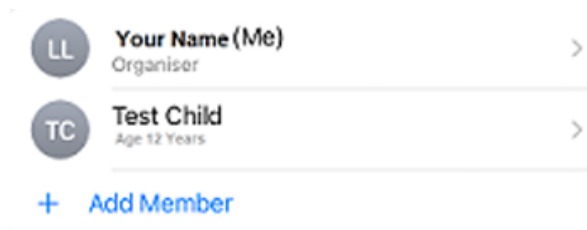
Well done! Your child can now log into their school iPad with the details that you have just created!

**STOP**

If you didn't do the previous steps on another Apple Device, <u>skip now</u> to the red section of this document (the next page)!

<u>On your child's school iPad:</u>
13. In the upper left corner of the Settings app, tap on Sign into your iPad, and then Sign In using the Child's Apple ID and Password (which you have just created).

Settings

Sign into your iPad
Set up iCloud, the App Store and more.
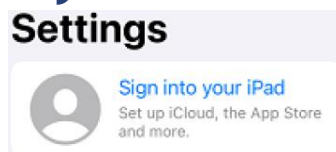
Keep your phone handy – you may receive a code via SMS for two-factor authentication.

You may be prompted to set a passcode. Please choose a secure (yet easy to remember) passcode for your child to use on the iPad. Record this somewhere for your reference in case they forget.

14. Well done! You are now ready to proceed to the Onboarding Procedure!
NOTE: You <u>must</u> ensure that Screen Time Restrictions are removed before moving on to the next step.

This is our only Apple device! What do we do?

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All good! Follow the previous instructions while logged into your parent account on your child's iPad to set up their account.

THEN, follow the below instructions:

13. Tap on your name in the upper-left corner of the Settings app, to return to the Apple ID page, and then tap the red Sign Out button at the bottom of the right-hand side pane.
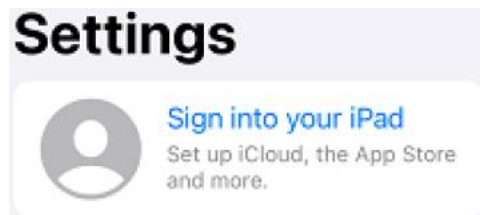
This is our only Apple device! What do we do?

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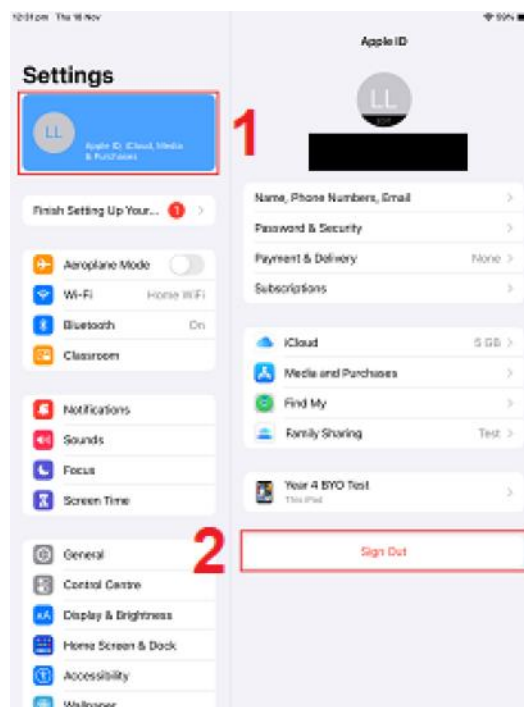
14. Sign Out in the upper right of the prompt window, and then tap Sign Out again.

15. In the upper left corner of the Settings app, tap on Sign into your iPad, and then Sign In using the Child's Apple ID and Password (which you have just created).

Settings
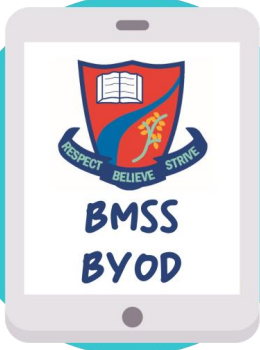
Sign into your iPad
Set up iCloud, the App Store and more.

Keep your phone handy – you may receive a code via SMS for two-factor authentication.

You may be prompted to set a passcode. Please choose a secure (yet easy to remember) passcode for your child to use on the iPad. Record this somewhere for your reference in case they forget.

16. Well done! You are now ready to proceed to the Onboarding Procedure!

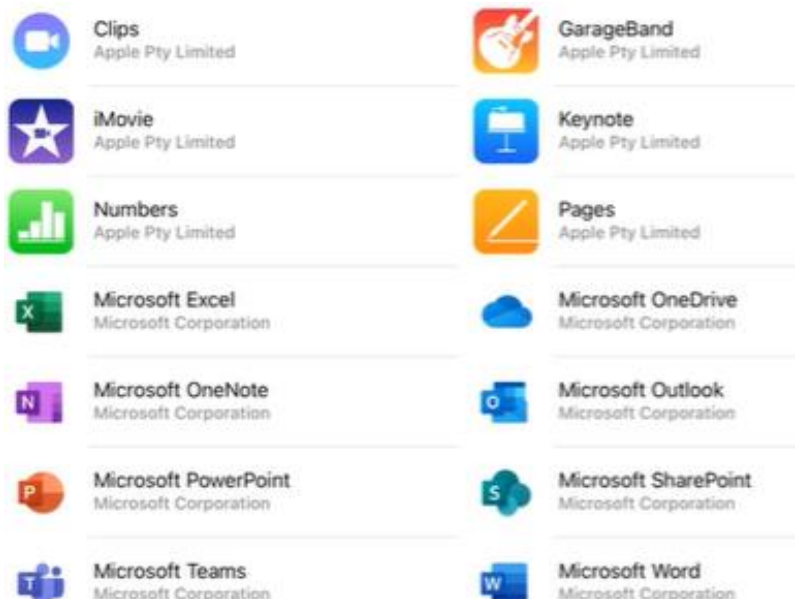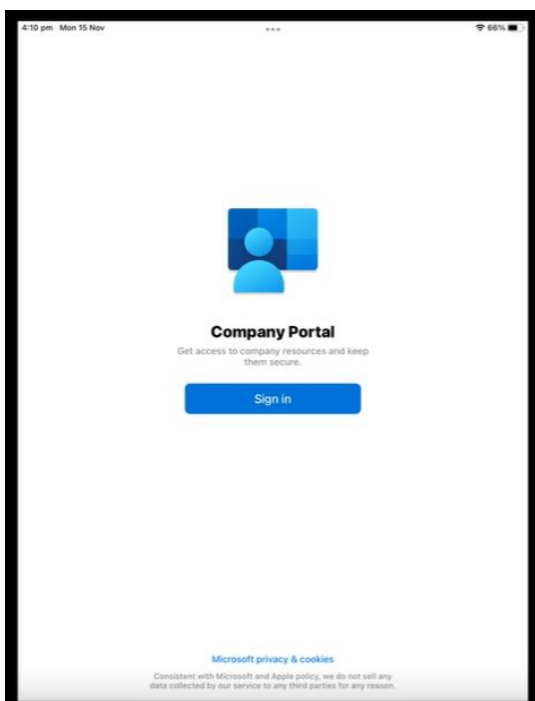NOTE: You must ensure that Screen Time Restrictions are removed before moving on to the next step.

Step 2 - Device Onboarding

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4:10 pm Mon 15 Nov   ••• 66%

Company Portal

Get access to company resources and keep them secure.

Sign in

Microsoft privacy & cookies

Consistent with Microsoft and Apple policy, we do not sell any data collected by our service to any third parties for any reason.

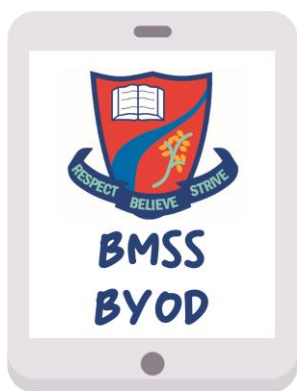|	
Clips — Apple Pty Limited	GarageBand — Apple Pty Limited
iMovie — Apple Pty Limited	Keynote — Apple Pty Limited
Numbers — Apple Pty Limited	Pages — Apple Pty Limited
Microsoft Excel — Microsoft Corporation	Microsoft OneDrive — Microsoft Corporation
Microsoft OneNote — Microsoft Corporation	Microsoft Outlook — Microsoft Corporation
Microsoft PowerPoint — Microsoft Corporation	Microsoft SharePoint — Microsoft Corporation
Microsoft Teams — Microsoft Corporation	Microsoft Word — Microsoft Corporation

What do I need?

Child Apple ID set up in Family Sharing

(See our previous booklet about Family Sharing)

Child signed into their school iPad

Make sure Screen Time Restrictions are turned off before you begin.

Onboarding Process

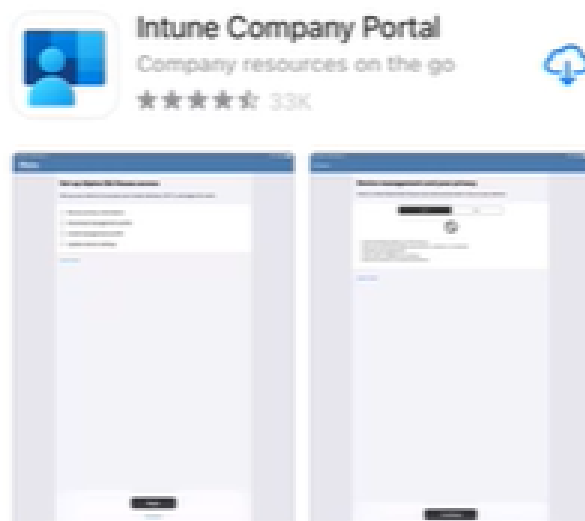1. **On your child's school iPad, logged into their Apple ID, open the App Store.**

2. **Select Search.**

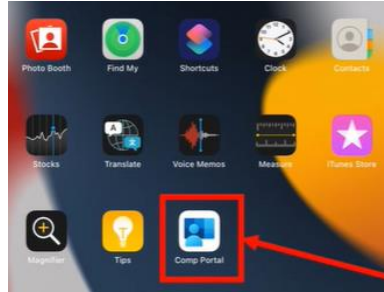3. **Click the search bar and search for Microsoft Intune. Then tap search on the keyboard.**
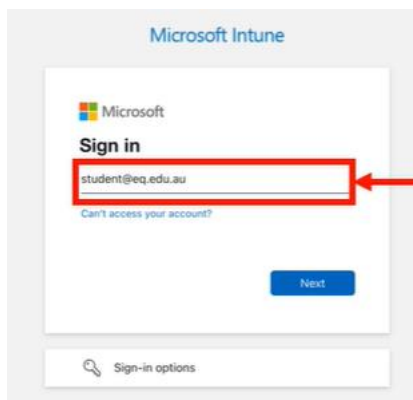
4. **Tap Get/Download icon for Intune Company Portal app.**

5. Wait for the app to download, then tap Comp Portal app on the home screen to open it.

6. Tap Sign In.

7. Tap the email field and type your child's EQ email address. This will be the username they use to log in at school, followed by @eq.edu.au
For example, jsmit001@eq.edu.au

8. You will be taken to MIS Portal.

The username should be pre-filled from the last step.
Type your child's EQ password (this is the password that they use to log in at school).
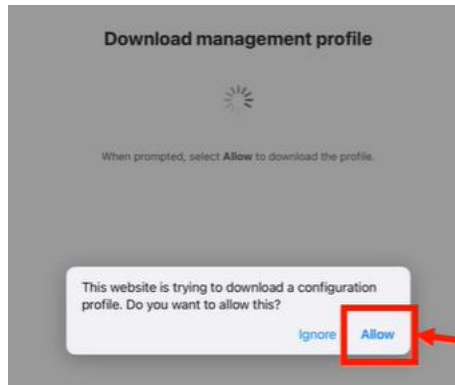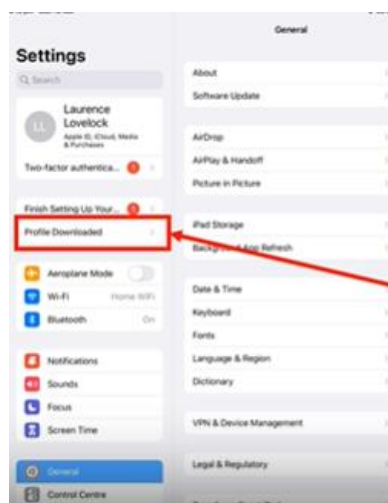**Read and agree to conditions of use.**
Tap Sign In.

9. Tap begin.

10. Company Portal will enrol and download a profile. A prompt will appear, tap Allow.

11. Return to your Home Screen. Tap the Settings app to open.

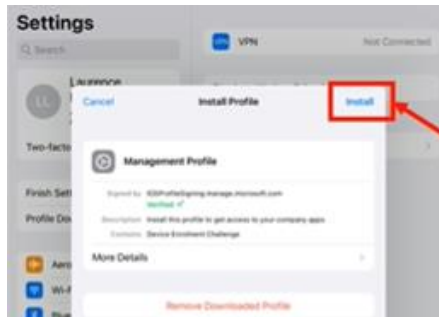## 12. On the left menu pane, tap on Profile Downloaded.
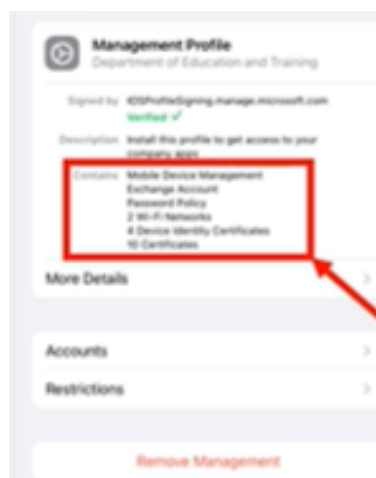
13. For Management Profile, tap Install.

If prompted, insert the passcode.

14. Tap Install again. Then tap Done.

15. In a moment, a password prompt will appear. Type your Child's EQ password to setup Email.

16. You will see 2 WiFi Networks in the Management Profile. Your BYO iPad is now ready to connect to the School WiFi!
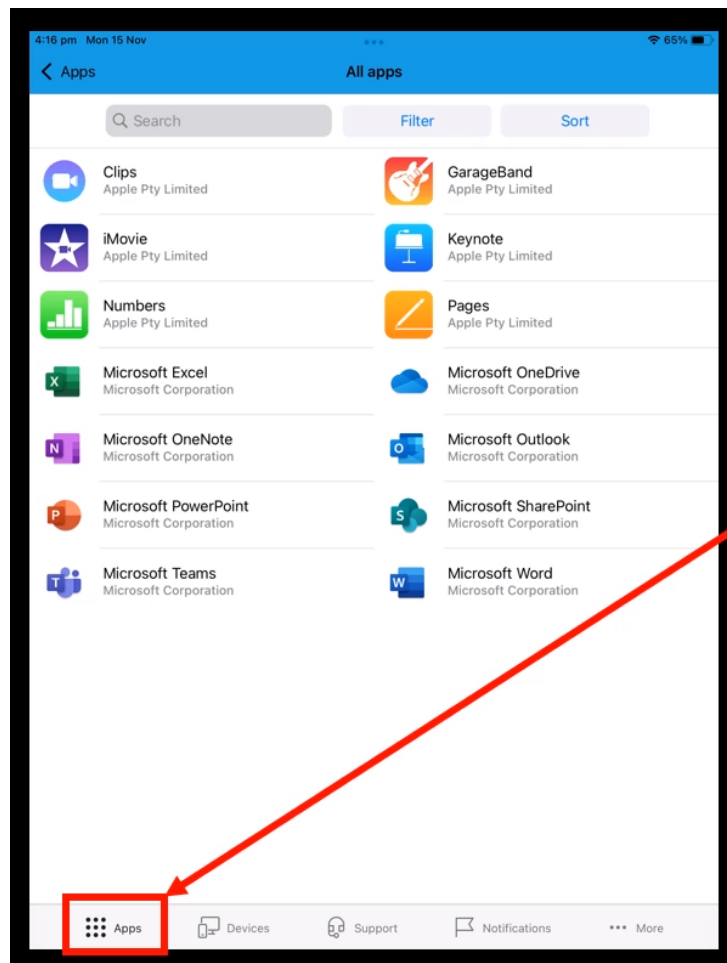
Downloading Apps

1. On the home screen, tap the Comp Portal app.

2. Tap on Apps to view free Apps available for download.

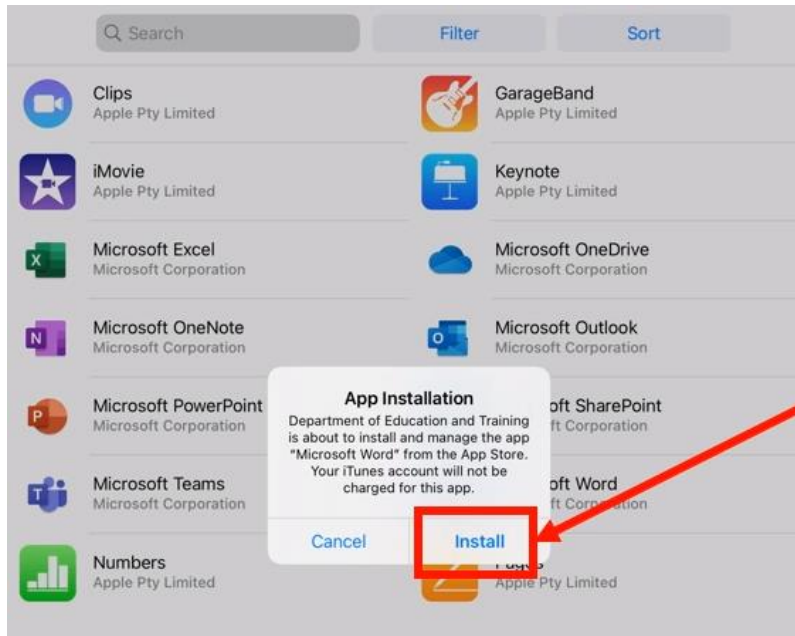3. Tap on an App you need to download. Tap Install to start download.

4. Tap Install.

Repeat for all of the other apps on this list. All free apps on the App List are available for download here.

Downloaded apps will appear on the Home Screen.

Your iPad is now ready for use at school and home!