



# BYOD - Setup Guide - Windows 11

## Before you start

- Company Portal is a secure mobile management system that allows you to use school Wi-Fi, emails, learning applications and websites on personal devices.
- These instructions are for Windows 11. You may find some of the screens look different to the ones provided here if you have a newer version of Windows or if there are changes made to Intune.
- If the installation fails at any time, please re-open the Company Portal app and try again.

Please note: After the device has been onboarded and restarted, you may be asked to reset your device's password. You can attempt to reset it to the current password, however if this fails, please try a different password.

## Overview

There are three basic steps to setting up your student device:

1. Adding your school account to OneDrive
2. Connecting to Company Portal (this enables Wi-Fi, emails, etc.)
3. Installing the Locked Down Browser for NAPLAN

## Feedback

We invite feedback if something was confusing, or if you feel we left anything out, you can contact us at: [IT\\_Support@evertonparkshs.eq.edu.au](mailto:IT_Support@evertonparkshs.eq.edu.au)

# Setting up your student device

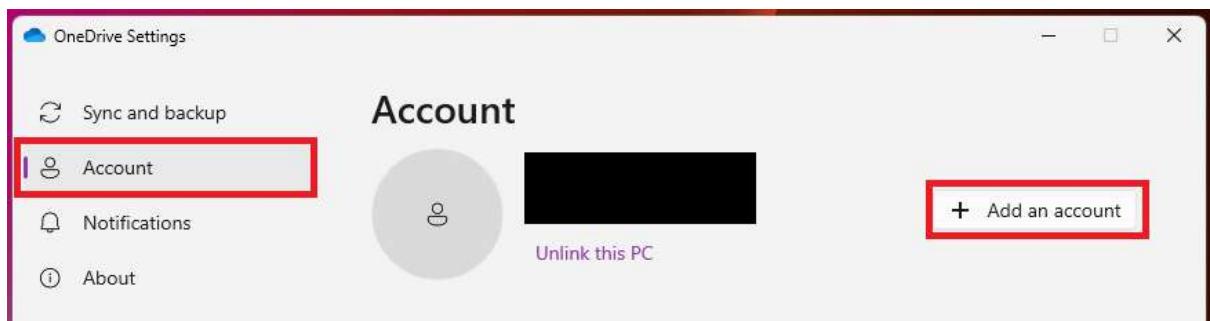
## 1. Adding your school account to OneDrive

To add a personal or work/school account to OneDrive on your pc:

1. Select the OneDrive cloud icon in your notification area
2. Then select the OneDrive Help and Settings icon
3. Then select Settings



1. Go to the Account tab
2. Select Add an account



## 2. Connecting to Company Portal

*(this enables connection to school Wi-Fi, emails, etc.)*

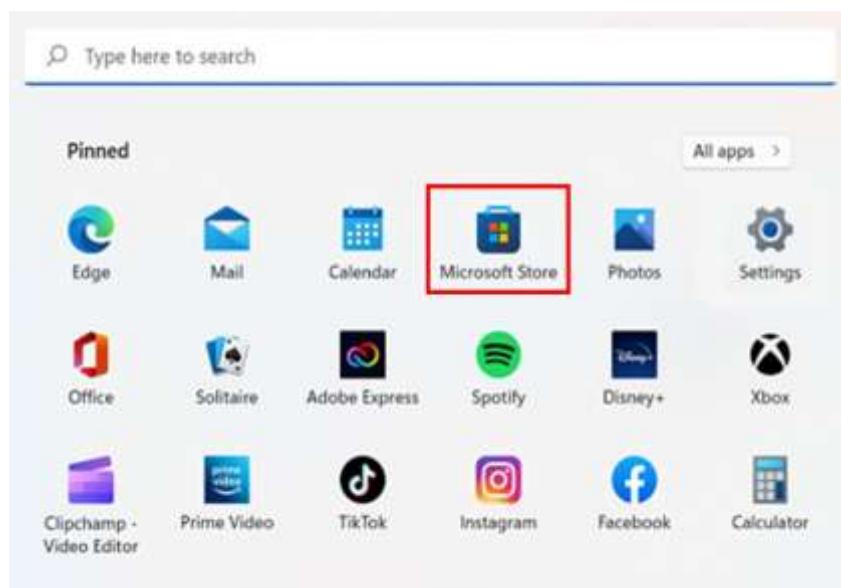
### Step 1

Connect to the internet and select the Windows icon at the bottom of your screen.



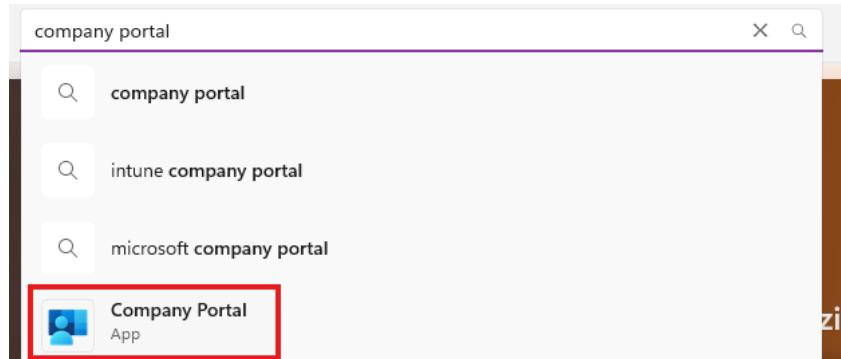
### Step 2

Select the Microsoft Store icon or search for it.



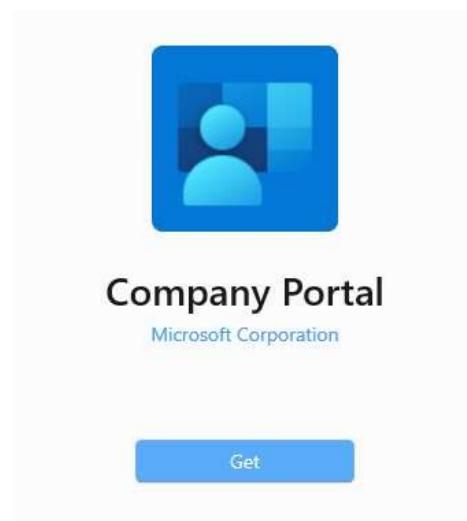
### Step 3

Once the store has opened, search for Company Portal and select the following option:



## Step 4

Select Get and wait for the program to download.



## Step 5

After it has finished downloading, select Open. You will be asked to sign into your school email using your @eq.edu.au email address. Click Next.



## Step 6

Enter your school username and password, select the box that says, "I Agree" and select **Sign In**.



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**Managed Internet Service**

Sign in with your username and password

Username \* flast1

Password \*  ••••••••••••••

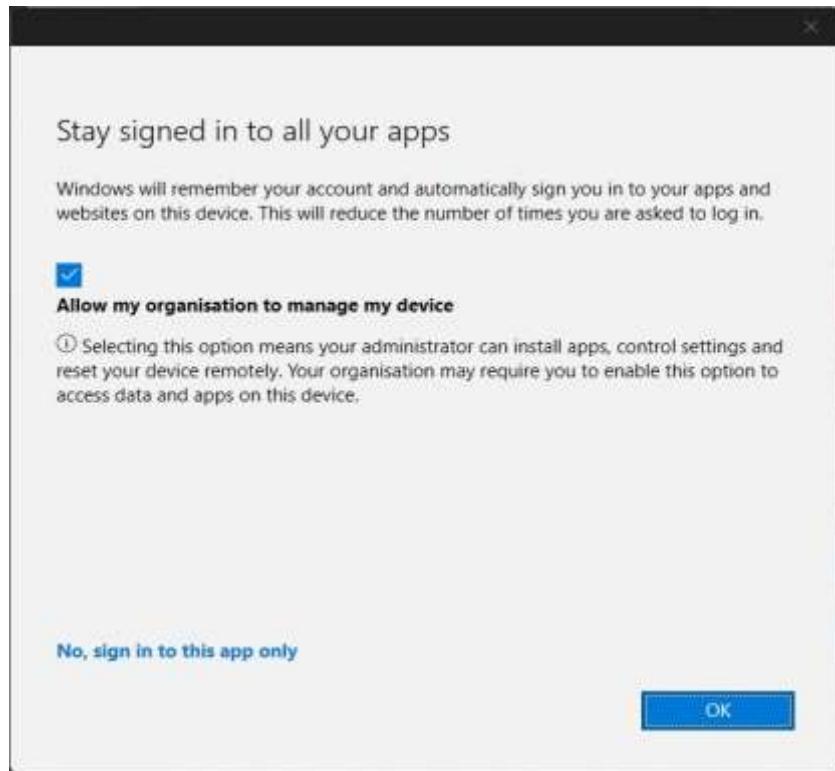
I agree to the [conditions of use](#)

**Sign in**

[Change my password](#)

## Step 7

You will see a box pop up with a message saying "Stay signed into all your apps", make sure the box stays checked and select OK



## Step 8

Once you have completed the previous step, your laptop should be able to connect to the school's Wi-Fi network "EQNET". From within the Company Portal app, you will now need to download BYOx Mapper.

### 3. Installing the Locked Down Browser for NAPLAN

Please install the latest available version of the Locked Down Browser from Assessform:  
<https://www.assessform.edu.au/naplan-online/locked-down-browser#downloads>



Simply download and follow prompts during installation.