# Windows 11 – How to prepare your device to connect at school

# This guide is to enrol your device into Intune at home.

## Step 1. Install Intune

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



#### b. Select the Settings icon

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Office Solitaire Adobe Express Spotify Disney+	+ Xbox	Disney+	Spotify	Adobe Express	Solitaire	Office

c. Select Accounts



d. Select Access work or school. If your account is already listed, select it and then select Disconnect. Then select Connect.



e. Enter your log in @eq.edu.au email address and select Next.

Set up a work or school account

You'll get access to resources like email, apps, and the network. Connecting means your work or school might control some things on this device, such as which settings you can change. For specific info about this, ask them.

Ι	Next	

f. Please enter your username, password, accept the terms and conditions, and Sign in.

#### Managed Internet Service

Sign in with your username and password						
Username *	mstaf78					
Password *						
I agree to the <u>conditions of use</u>						
Sign in						
Change my passw	ord					

g. Please select Done.



h. Check your account has been added. Your account details will be displayed.



## Step 2. Set up your mail account (optional)

a. Open your mail app by selecting the Windows icon the 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 internet connection. Please select Fix Account.

			Your School Office 365 Mail account settings are out-of-date. Learn more	Fix account	Dismiss
+	New mail		Search	Q	ୟ ≋
8	Accounts		Inbox		ai V
	EQ Email flast1@eq.edu.au	Δ			

b. The All done! screen will be displayed. Select **Done**. Your mail account has been set up for use and you can now send and receive emails from your school mail account.

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Attention required

#### All done!

Your account was updated successfully.

