

# MDM – Mobile Device Management of Staff-Owned Devices – Personal Computers and Laptops

## Lincoln College Staff Guide Version 1.0

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Author: IT Services  
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# Device Enrollment

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## Personal Computers, Laptops and Macs

**Important: Once enrolled you will no need to use the Microsoft Edge web browser to access Lincoln College IT resources. Google Chrome does not support InTune but is otherwise unaffected.**

Complete the following steps to enroll your device -

### Step 1

Visit <https://portal.manage.microsoft.com/devices>

Login with your college email address if prompted

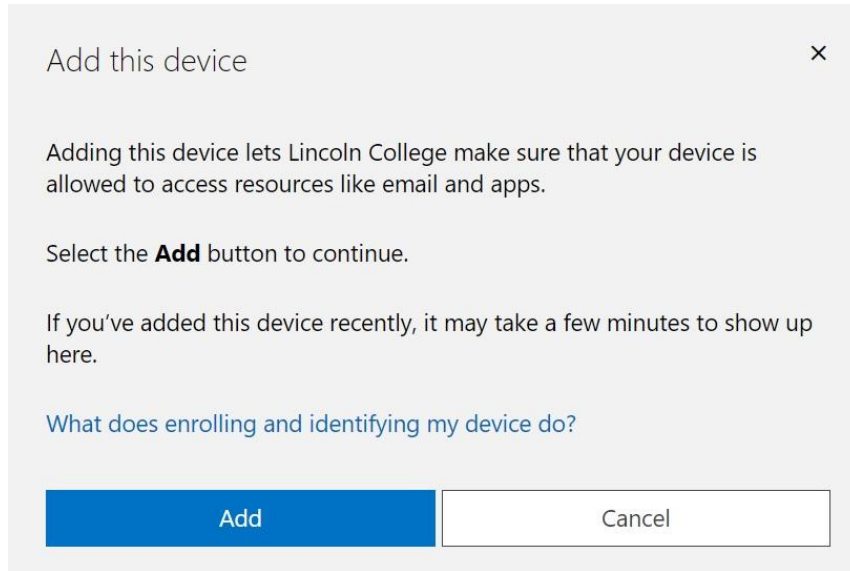
Click the grey square: *“You Don’t have any managed devices. Add this one by tapping here.”*



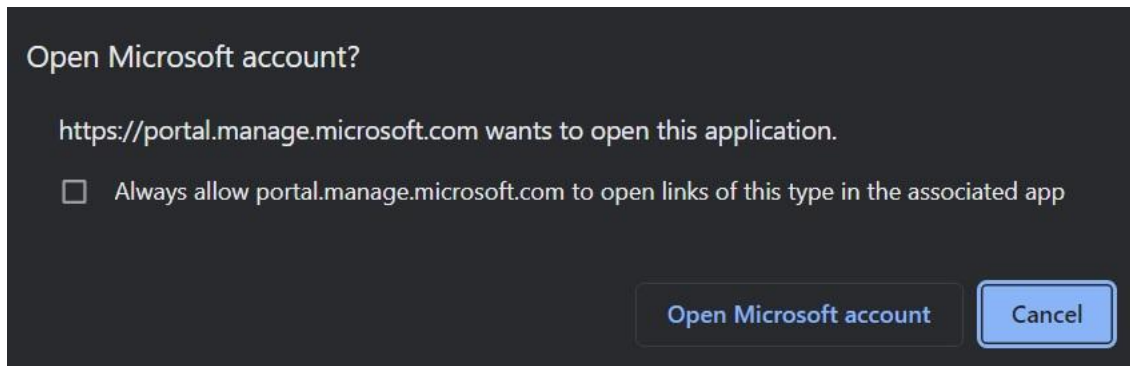
## Devices

 You don't have any managed devices. Add this one by tapping here.

Click - Add



Click - Open Microsoft account



Enter your college email address

## Set up a work or education account

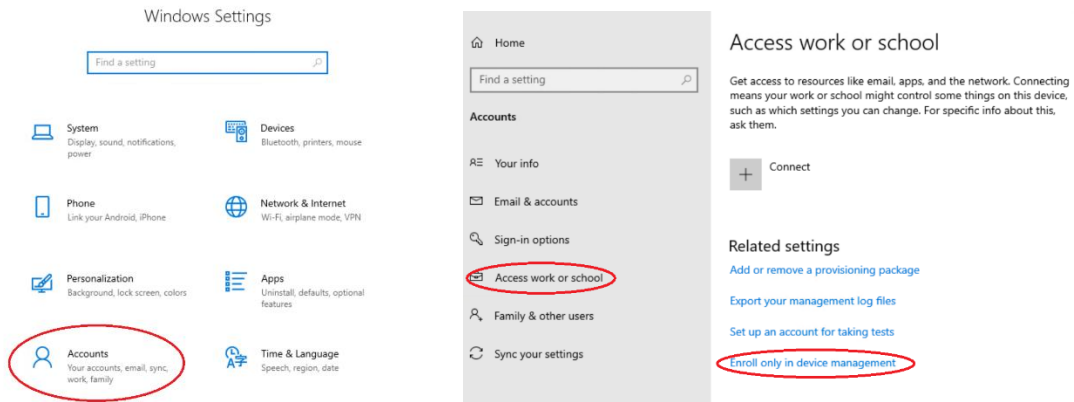
You'll have access to resources such as email, apps and the network. Connecting means that your work or school might control some things on this device, such as which settings you can change. For specific info about this, ask them.

If you receive a message stating that this account is already registered go to Step 2, else skip and go straight to Step 3

## Step 2

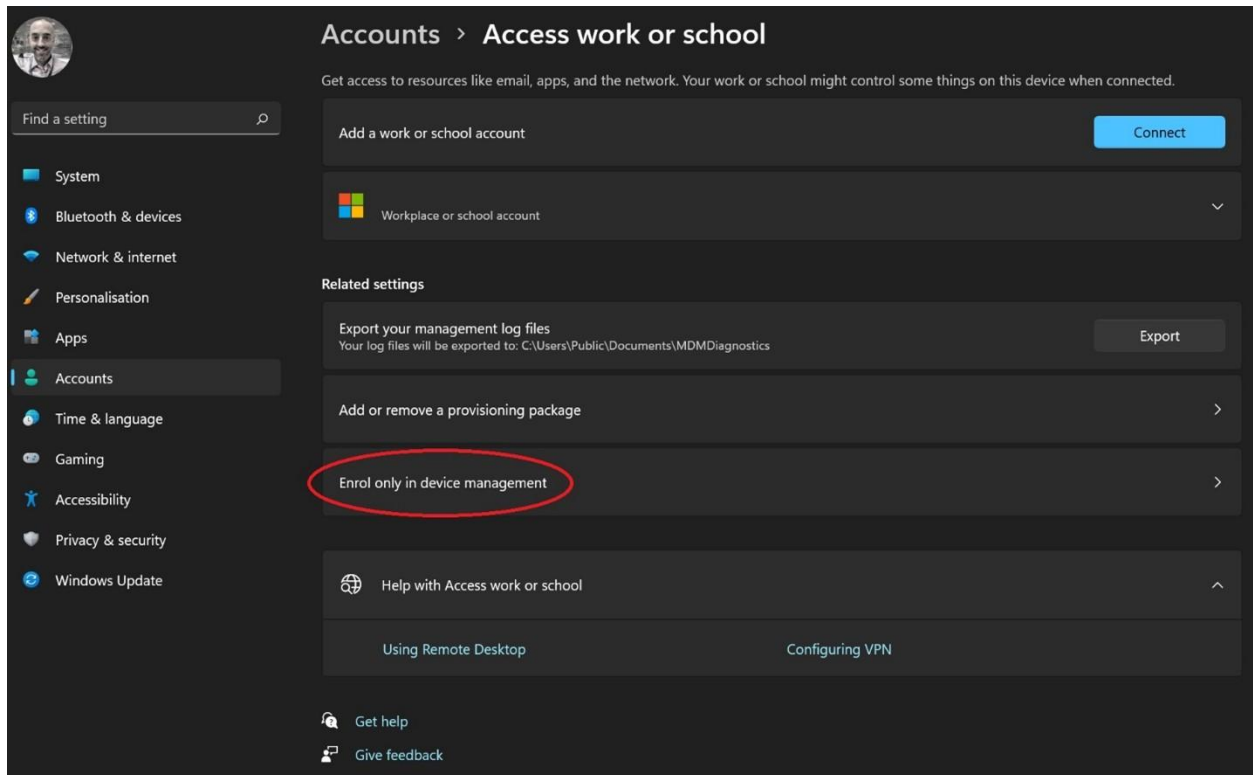
### Windows 10

Click – Start > Settings > Accounts > Access work or school > Enrol only in device management



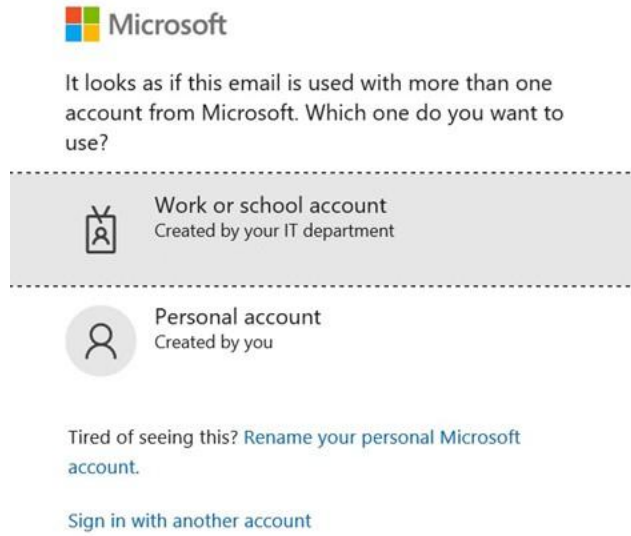
### Windows 11

Click – Start > Settings > Accounts > Access work or school > Enrol only in device management



### Step 3

If prompted, click – Work or school account



Enter your college password



Click – Don't show this again and then Yes



## Stay signed in?

Do this to reduce the number of times you are asked to sign in.

Don't show this again

No

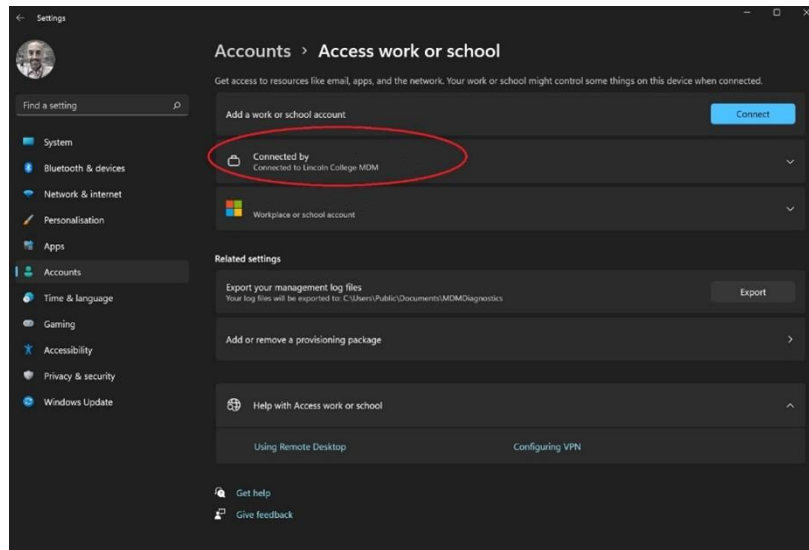
Yes

Your device will now start the enrollment process

## Setting up your device

It will take a few minutes to connect to your school or workplace. Any company apps, network settings, email accounts, security policies or other settings that your school or workplace has set up for you will soon be set up on your device. If you don't have access after waiting a few minutes, open the Settings app and select Accounts > Access work or school > Info > Sync.

Once enrolled you can see the status from the Accounts page in windows settings (refer to Step 2 for details)



If you wish to disconnect, click the down arrow and then Disconnect

