This guide will help setup access to Office 365 on your existing Corporate Mac.

Setup

Please note that the steps below may vary depending on the version of macOS installed.

- 1. Open a browser and go to Enroll My Mac
- 2. Select Allow



3. Open Downloads and select CompanyPortal-Installer.pkg



4. Select Continue



5. Select Continue



6. Select Agree



7. Select Install



8. Use your Touch ID (if applicable) or enter your password to authorise the installation

0.0	Install Intune Company Portal	
Introduc Licence Destinat	Installer is trying to install new software. Touch ID or enter your password to allow this. Use Password Cancel	
 Installation Type Installation Summary 	Preparing for installation	
	Go Back	Continue

9. Select OK



10. Select Close



11. Select Move to Bin



12. Open Company Portal from Applications



13. Select Sign in



14. Enter your Barnardo's email address and select **Next**

•••				
	Microsoft Intune			
	Microsoft			
	Sign in			
	Email address or phone number	- 1		
	Can't access your account?			
	Sign in from another device			
	Next			
	🖏 Sign-in options			
		Terms of use	Privacy & cookies	
Cancel sign-in				

15. Enter your OKTA username and password and select **Sign In**



16. Respond to the OKTA MFA prompt (this can be either an SMS message, phone call, push notification or code from the OKTA Verify App on your device)



17. Select Begin



18. Read the policy and select Continue

The most up-to-date version of the policy can be found at **inside.barnardos.org.uk** by searching for **"Smart mobile device policy**".

Review privacy information	What can Barnardos see or d	o when I enroll my device?
Install management profile Check device settings	Song Song Song Song Song Song Song Song	Your organization can: • View the model, serial number, and operating system • See the name of apps you've installed • Identify your device by name • Reset foot or stolen device to factory settings
	Learn more	

19. Select Download profile

Review privacy	Install management profile
Install management profile	
	T Download brome
	Select Install and follow the on-screen instructions to complete the installation.
Check device settings	3. Come back to Company Portal.
	Learn more

20. Select Install...



21. Select Install



22. Enter your password and select Enrol



23. Close the profiles dialog



24. Select Done



25. You can install Apps from the Intune Company Portal through Apps at the top of the screen



After a restart you may be asked to allow access to the LogMeIn services in Security & Privacy. This is required for remote support and should be allowed. You will also be required to change your local password, and then again every 120 days.