



End-user Intune enrollment instructions

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What is Intune?

Microsoft Intune provides mobile device management, mobile application management, and PC management capabilities from the cloud. Using Intune, organizations can provide their employees with access to corporate applications, data, and resources from virtually anywhere on almost any device, while helping to keep corporate information secure. It is included with our Office 365 licensing (G3 users).

Why enroll in Intune

When you enroll, you are able to use your mobile device to access work files and data. It also allows your IT department to manage those work resources and keep them secure, while giving you the freedom to use your preferred device to get your work done.

To use your device at work, enroll it in Intune by using the Company Portal. You will also be giving your IT administrator permission to manage your device to help protect the company information on the device. Before starting enrollment, make sure that you have a good Wi-Fi or cellular connection to the Internet before beginning.

[What can your IT Administrator see when you enroll your device in Intune?](#)

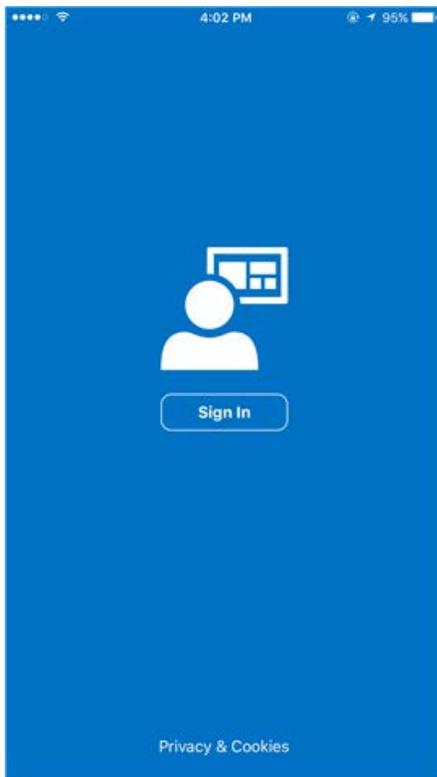
(for Windows devices, see [Using your Windows device with Intune](#)).

Enroll your iOS device in Intune (iPhone or iPad)

Use these instructions to enroll your iOS device in Intune. For more information about enrollment, see [What happens when I install the Company Portal app and enroll my device in Intune?](#). If you get an error while trying to enroll your device in Intune, please submit a helpdesk ticket with your IT Support for your department. (Submit a LANDesk ticket: <https://itsupport.vermont.gov> or call 802-828-6620, option 1 for assistance).

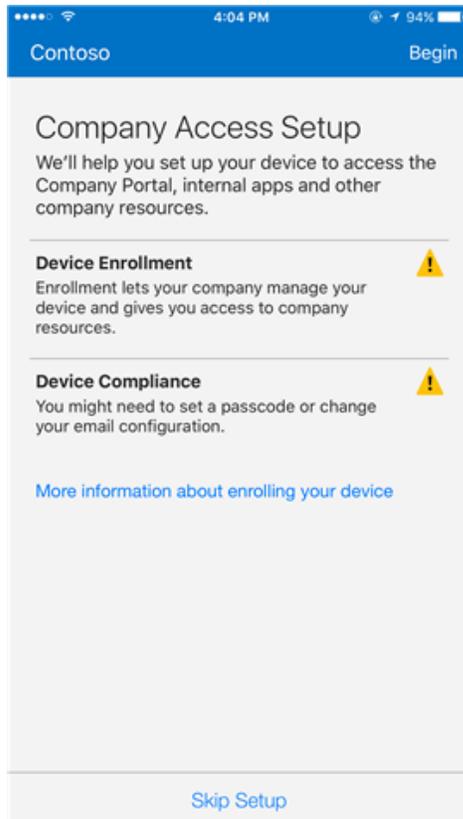
Before or after enrolling, you may be asked to choose a category that best describes how you use your device. Your IT administrator uses this category to help determine what apps you have access to.

1. Install the free Microsoft Intune Company Portal app on your device from the App Store.
2. Open the Microsoft Intune Company Portal app.
3. On the Company Portal **Welcome** screen, tap **Sign in**, and then sign in with your work or school account.

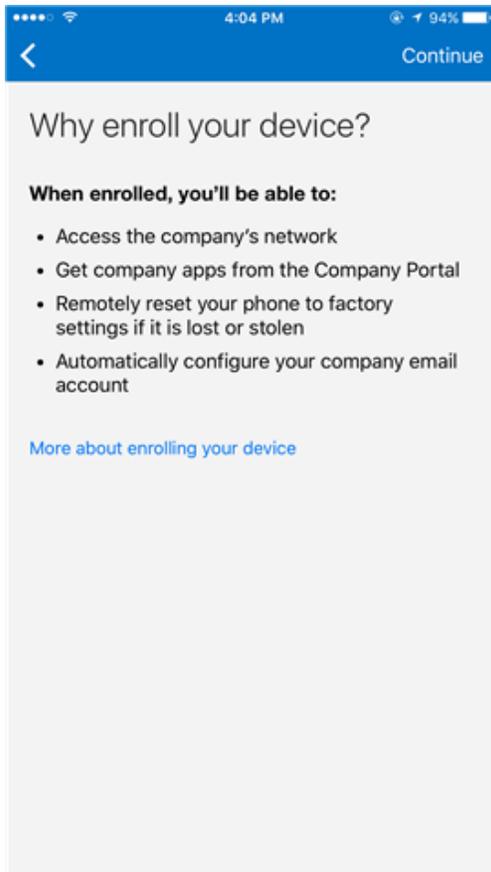


4. If your IT administrator set up company terms and conditions, tap **Accept** to accept the terms.

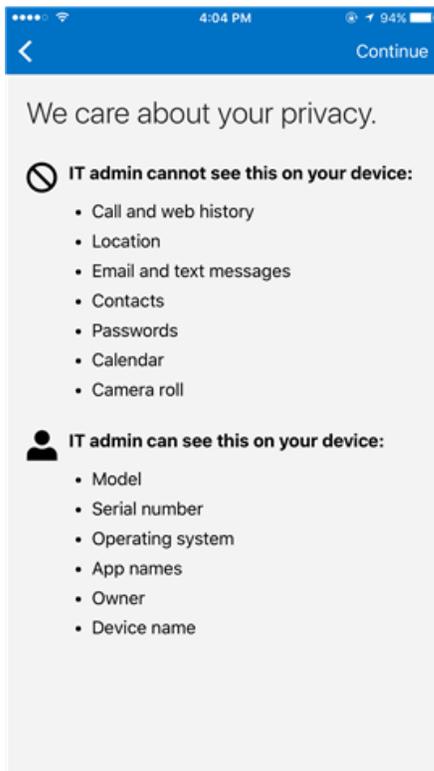
5. On the Company Access Setup page, tap **Begin**.



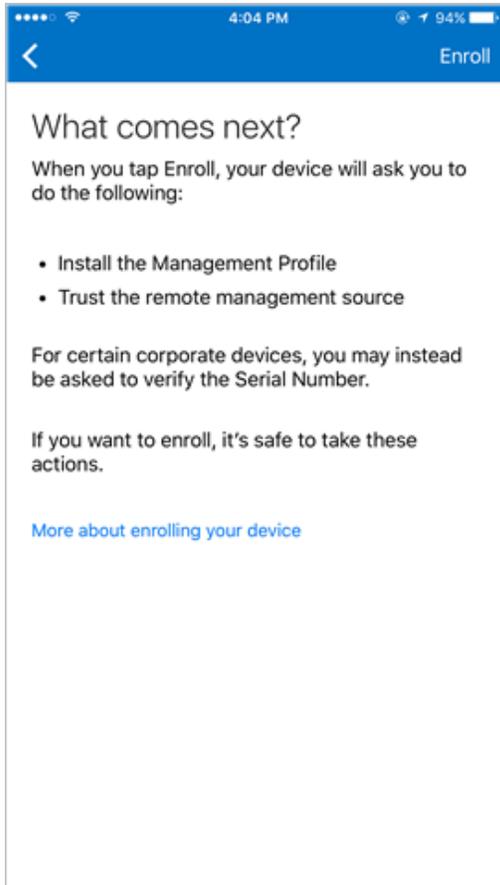
6. Read about what you'll be able to do when you enroll your device, and then tap **Continue**.



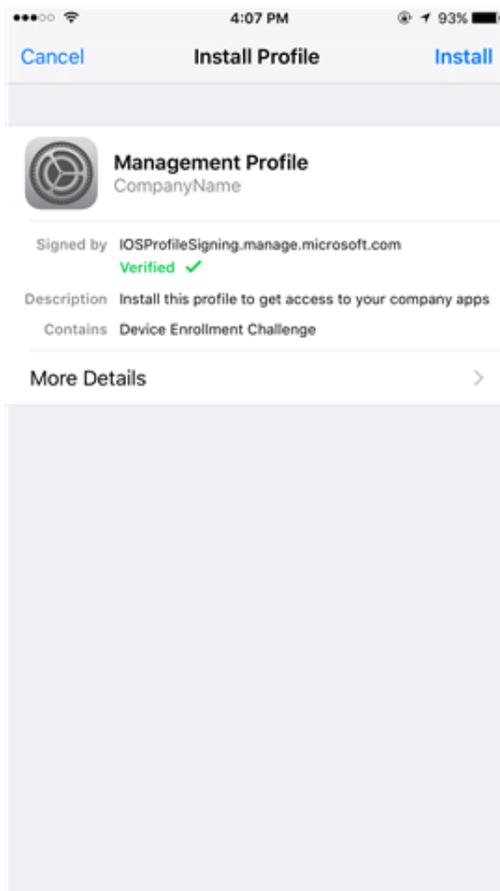
7. See the list of what your IT administrator can and can't see on your enrolled device, and tap **Continue**.



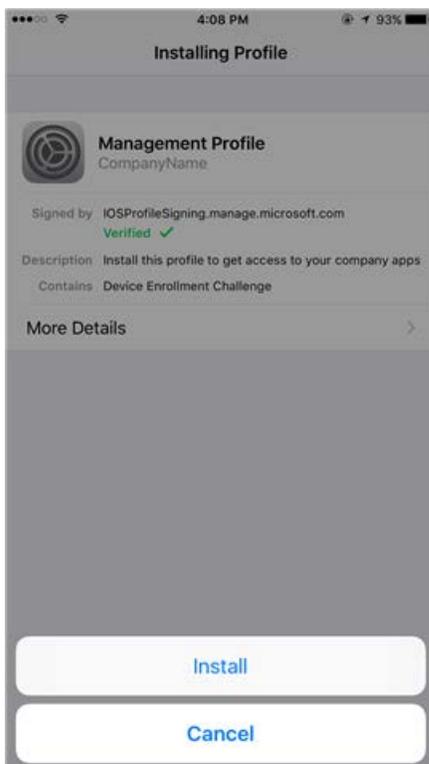
8. Review some of the things that you might see once you tap Enroll. When you finish reading, tap **Enroll**.



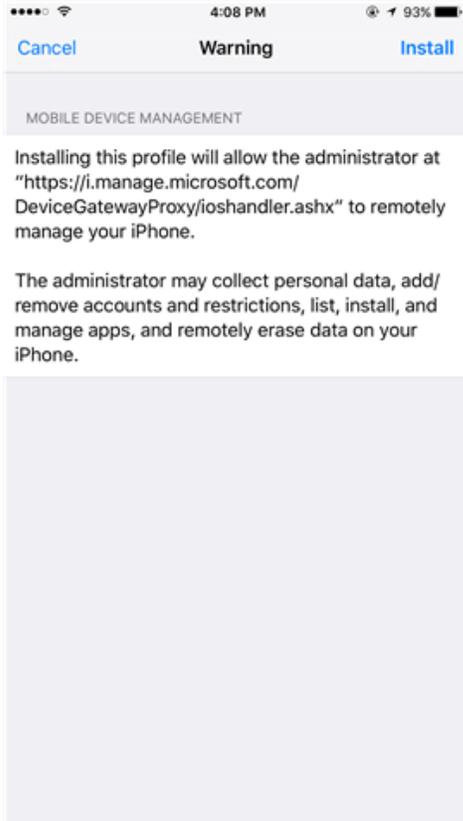
9. On the **Install Profile** screen, tap **Install**, and enter your passcode, if prompted.



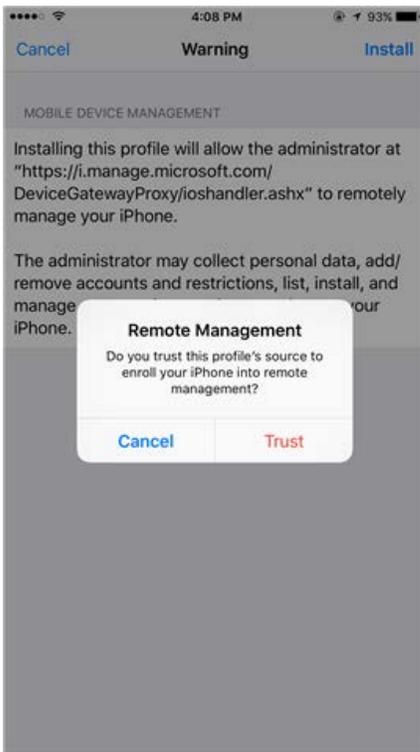
10. Tap **Install**.



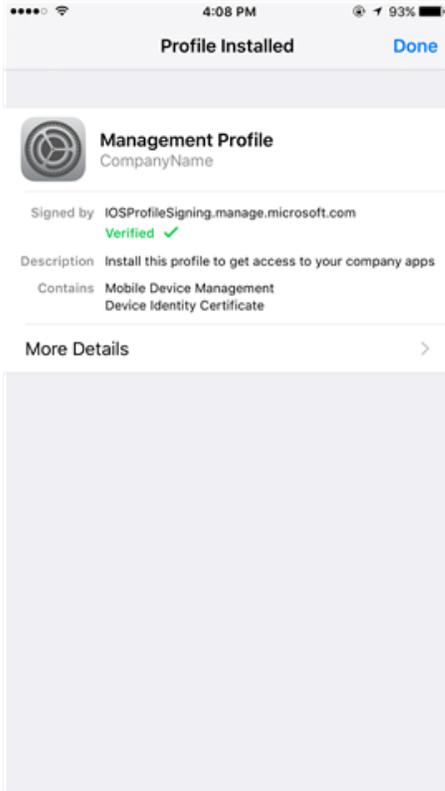
11. Tap **Install** to indicate that you've read the warning.



12. Tap **Trust**.

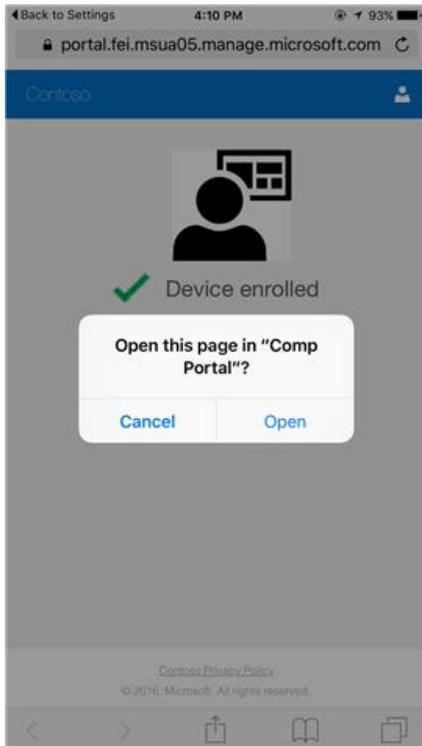


13. When the screen changes to show that the profile has finished installing, tap **Done**.

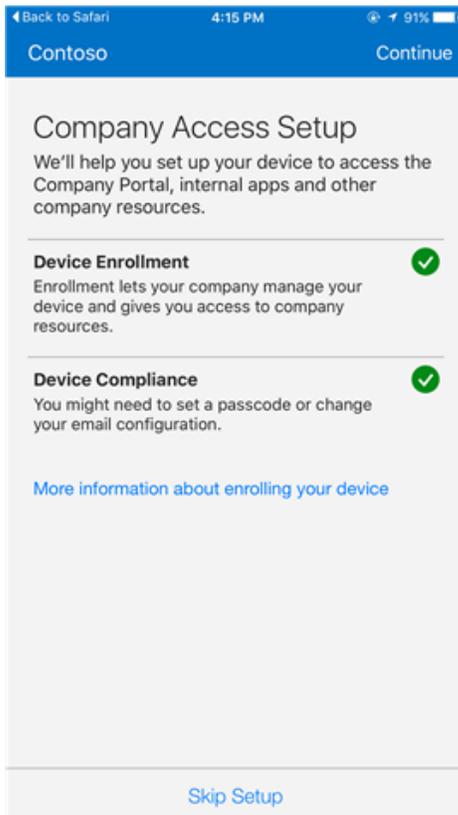


An “Enrolling device” message displays on the screen.

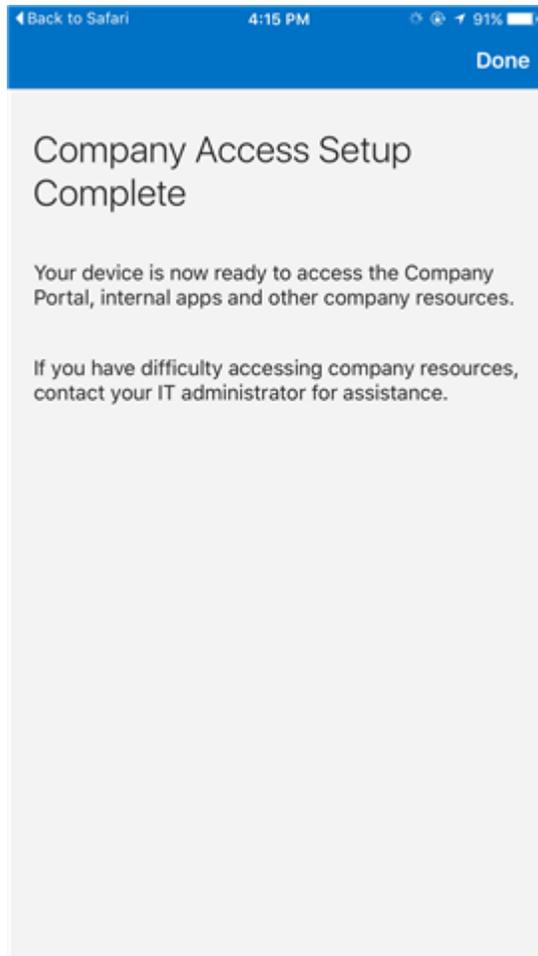
14. When a message displays asking if you want to open the page in the Company Portal, tap **Open**.



15. On the **Company Access Setup** screen, tap **Continue**. If your IT administrator set up additional security requirements, such as the need to set a password, follow the on-screen instructions until you meet all of the compliance requirements, and then tap **Continue** when you are returned to the Company Access Setup screen.



16. Tap **Done**.



Your device is now enrolled in Intune, and you are taken back to the Company Portal app.

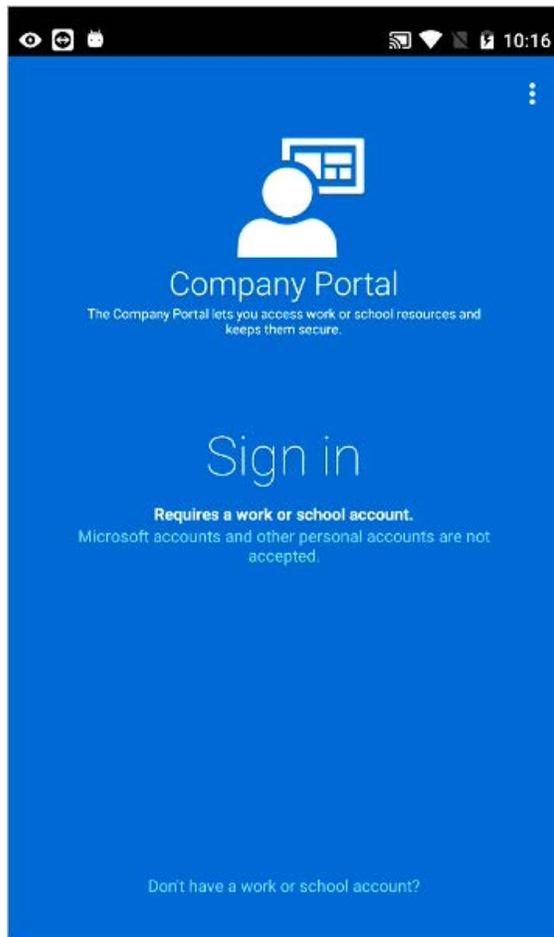
Enroll your Android device in Intune using the Intune Company Portal app

These enrollment steps are for Android devices. The screens shown on your device may look slightly different from the ones in this document.

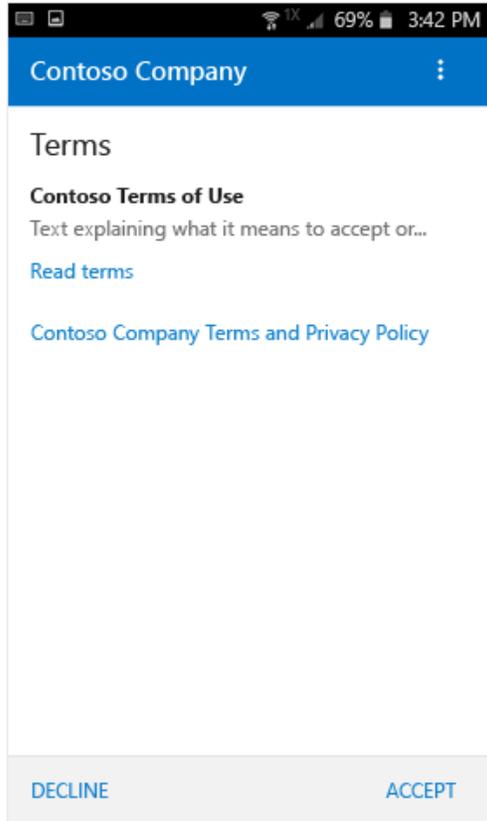
If you get an error while trying to enroll your device in Intune, please submit a helpdesk ticket with your IT Support for your department. (Submit a LANDesk ticket: <https://itsupport.vermont.gov> or call 802-828-6620, option 1 for assistance).

Before or after enrolling, you may be asked to choose a category that best describes how you use your device. Your IT administrator uses this category to help determine what apps you have access to.

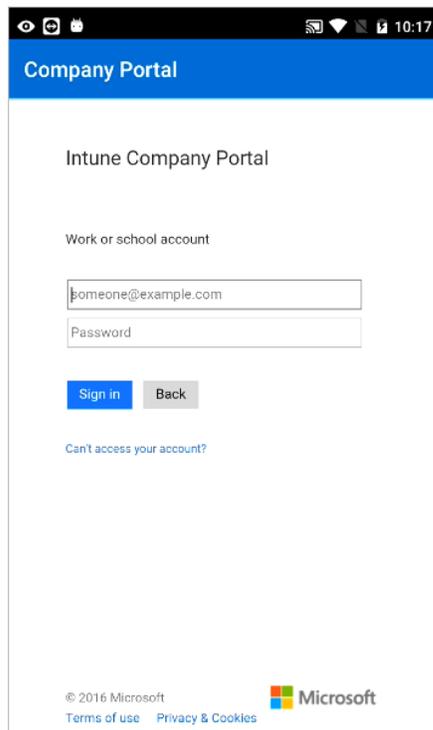
17. Install the free Microsoft Intune Company Portal app on your device from [Google Play](#).
18. Open the Microsoft Intune Company Portal app.
19. On the Company Portal **Welcome** screen, tap **Sign in**, and then sign in with your work account ([firstname.lastname@vermont.gov](#)).



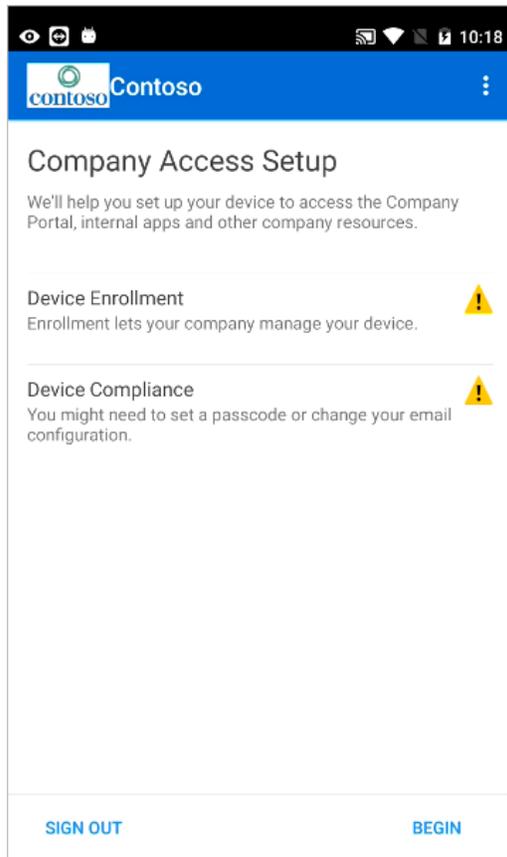
20. Tap **ACCEPT** to accept the terms.



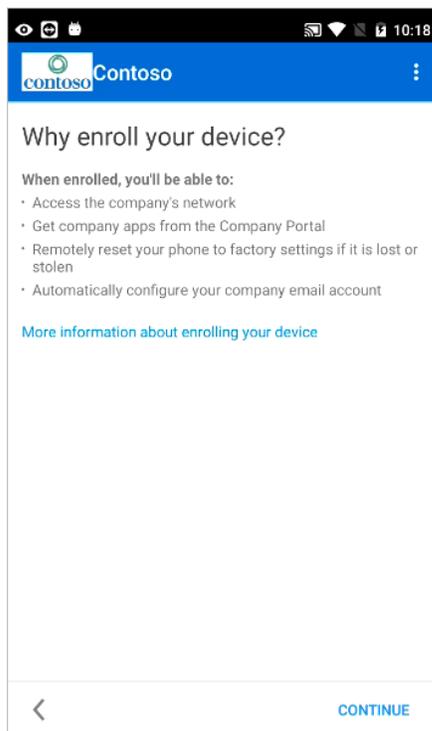
21. Sign in to the Company Portal app using your work or school account and password, and tap **Sign in**.



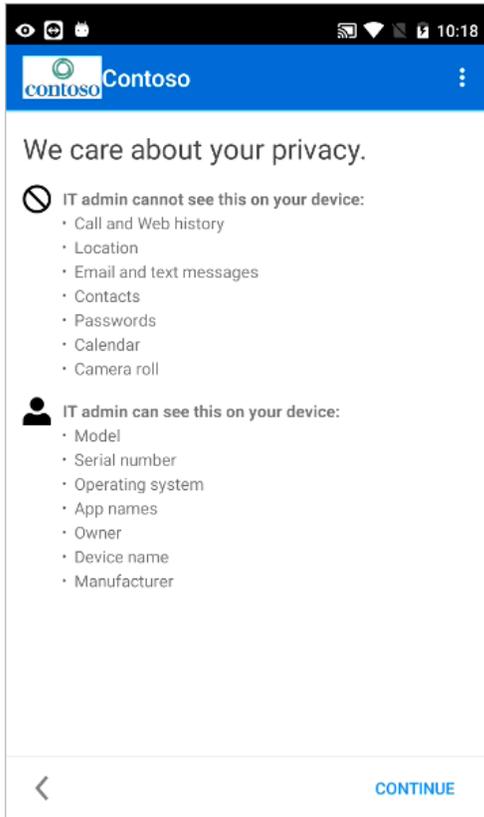
22. On the **Company Access Setup** page, tap **BEGIN**.



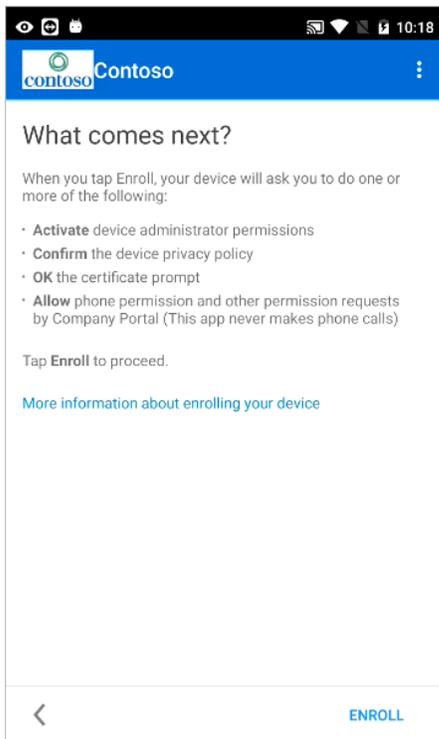
23. Read about what you'll be able to do when you enroll your device, and then tap **CONTINUE**.



24. See the list of what your IT administrator can and can't see on your enrolled device, and tap **CONTINUE**.



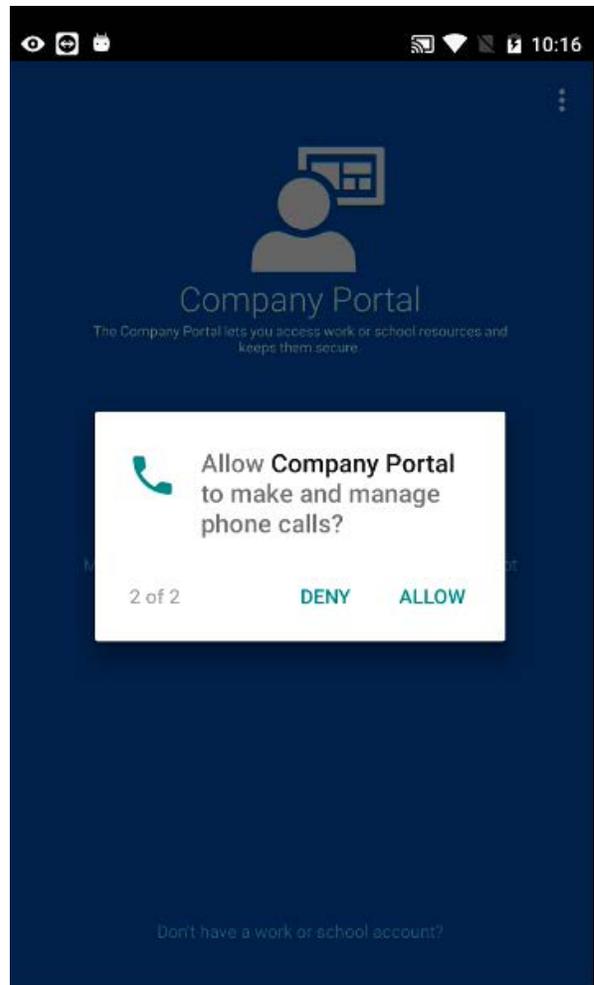
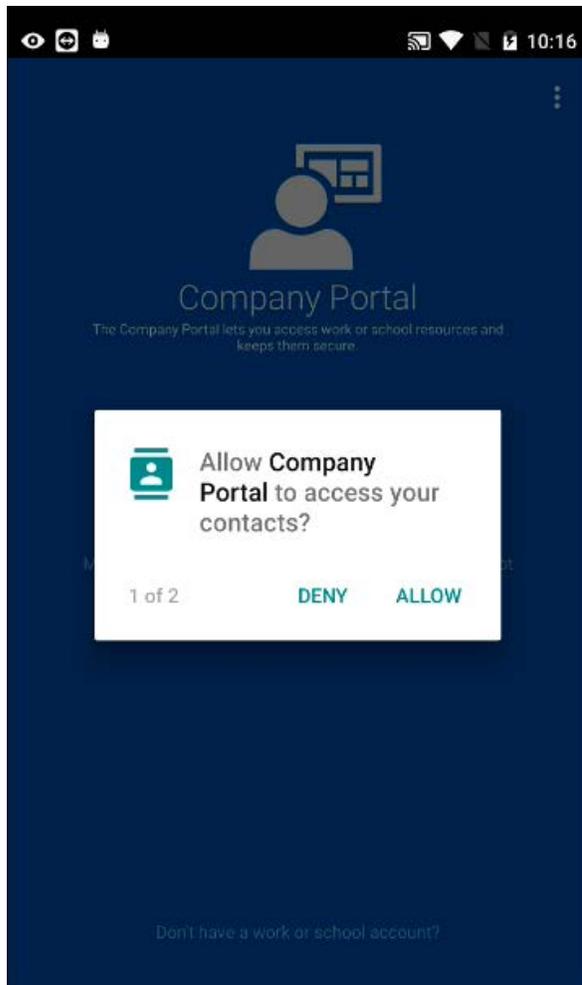
25. Review some of the things that you might see once you tap Enroll. When you finish reading, tap **ENROLL**.



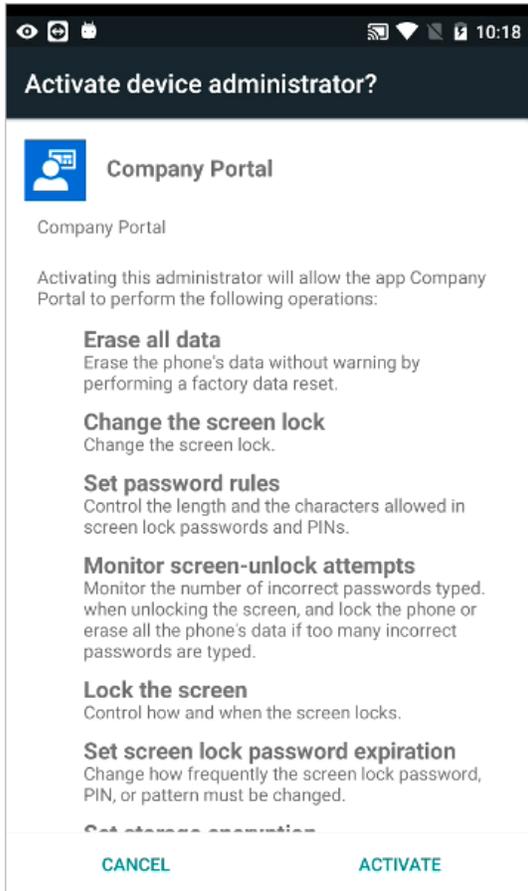
26. If you are using an **Android 6.0 or later device**, do this step; otherwise, go to the next step.

If your IT administrator set up certain policies, you may see either or both of the following messages:

- If you see the message, **Allow Company Portal to access your contacts?**, tap **ALLOW**. It is safe to tap **ALLOW**, because **Microsoft never accesses your contacts!** Google controls the message text, so Microsoft cannot change it. When you allow access, all you're doing is allowing your device to write data logs to the device's SD card, which in turn lets you move those logs by using a USB cable.
If you tap **DENY**, the message will appear again the next time you tap **Send Data**, but you can turn off future messages by tapping the **Never ask again** check box. If you later decide to allow access, go to **Settings > Apps > Company Portal > Permissions > Phone**, and then turn on the permission.
- If you see the message, **Allow Company Portal to make and manage phone calls?**, tap **ALLOW**. It is safe to tap **ALLOW**, because **Microsoft never makes or manages your phone calls!** Google controls the message text, so Microsoft cannot change it. When you allow access, it only allows the Company Portal app to create, use, and manage your work account.
If you tap **DENY**, the message will appear again the next time you sign in to the Company Portal app, but you can turn off future messages by tapping the **Never ask again** check box. If you later decide to allow access, go to **Settings > Apps > Company Portal > Permissions > Phone**, and then turn on the permission.



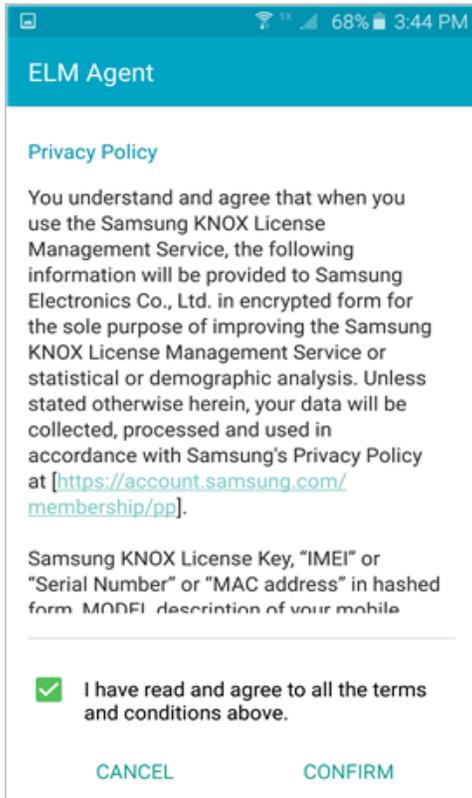
27. On the **Activate device administrator** screen, tap **Activate**.



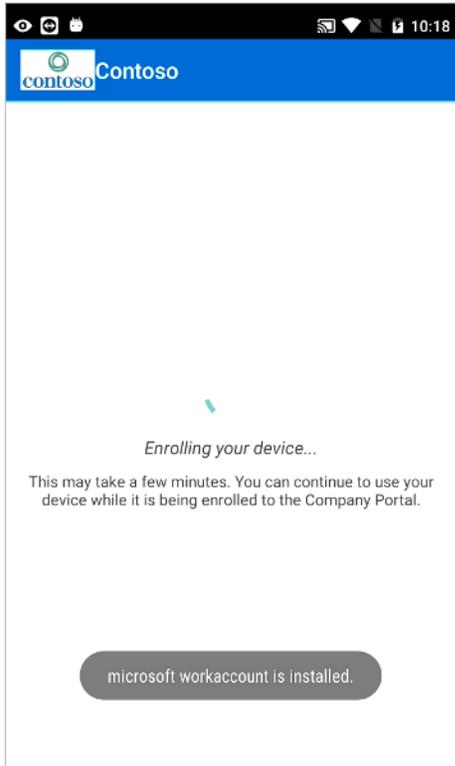
28. Follow the prompts to enter a PIN or password. If you already set up a PIN or password on this device, you won't see this screen or be required to enter a new PIN or password.



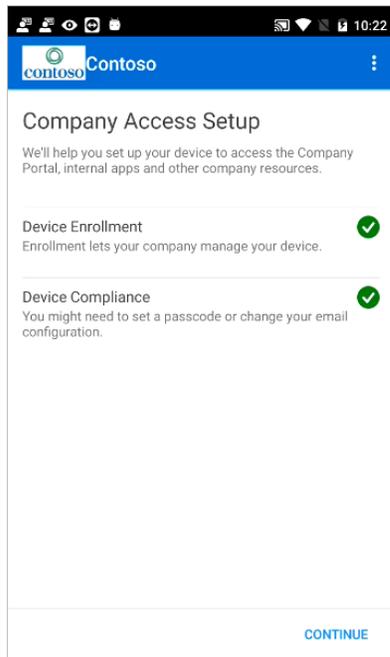
29. If you are using a Samsung Knox device, tap **Confirm**, and you'll see a message that your device is being enrolled. If you are using a native Android device, just notice the screen showing that your device is being enrolled.



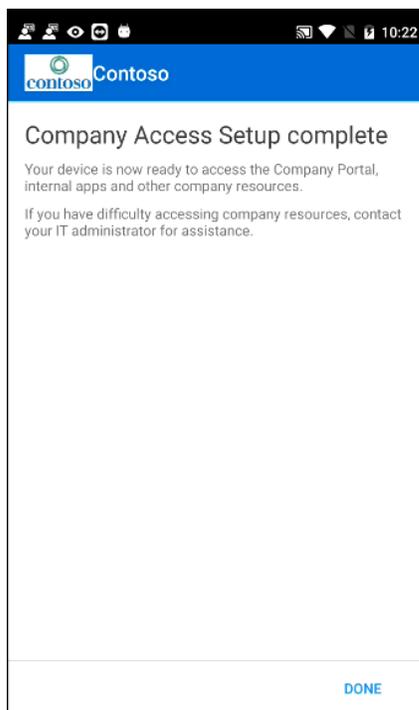
You'll see the following message appear on your screen as Intune enrolls your device.



30. On the **Company Access Setup** screen, tap **CONTINUE**. If your IT administrator set up additional security requirements, such as the need to set a password, follow the on-screen instructions, and then tap **CONTINUE** when you are taken back to the Company Access Setup screen.



31. Tap **DONE**.



32. Your device is now enrolled in Intune, and you are taken back to the Company Portal app.

Source: Check for update on the [TechNet Gallery](#) page

Post suggestions for improvements to this document on the [UserVoice](#) page.

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