

# Meet the IT Team ✨

## Greetings!

We can be found in the IT Center next to Primary Admin @Girls and upstairs in the Library @Boys.

Come and visit us,

We can't wait to see meet you all in person!

## The Moreton Bay Colleges IT Contacts:

Email: [helpdesk@moretonbay.qld.edu.au](mailto:helpdesk@moretonbay.qld.edu.au)

Phone: 3249 9392 or EXT 392

Andrew Daddow  
Director of IT



James Ginnivan  
Snr Systems  
Admin



Cody Richter  
Systems  
Administrator



David Royds  
Service desk  
Coordinator



Matt Duncan  
Audio Visual  
Engineer



Izaac Pomeroy  
Snr Support  
Officer



Josh Bryans  
IT Support  
Officer



Melissa Mckirdy  
Production Room  
Admin support



# Student Onboarding

The following guide will walk you through the process to onboard your student device.

We aim to have you set up with the College systems and software ready to go for day 1

Should you experience any problems please do not hesitate to contact IT so that we may assist

Welcome

# Pre Check

This Onboarding guide aims to have your child's device ready to go on their first day with a minimal amount of disruption.

To achieve this, it is important to ensure that the below Pre-Checks are completed and that you follow the guide in a step-by-step manner, should you have any difficulties throughout this process please contact IT Support

All College programmes are designed and tested around a minimum required level of computing device.

There are some included recommendations as well based upon our experience, such as insurance / cases

Please review the BYOD Requirements to ensure that the student device Meets the following:



[BYOD Requirements](#)

# Pre Check



Moreton Bay  
College



Moreton Bay  
Boys' College

# Before you begin

- ☐ Have your Student Email and Password ready
- ☐ Ensure that your device is connected to the internet and has more than 50% battery
- ☐ Ensure that you have an apple ID account, and are logged in
- ☐ Please ensure that the student device has an administrative account or Pin that the student can access (if student does not have access to pin, please advise IT so that we may record it to support your child)
- ☐ Please install any IOS updates that are available
- ☐ Reboot the device to ensure that it is starting fresh

*Please ensure that the following checks are complete before proceeding*

## Pre Check



Moreton Bay  
College

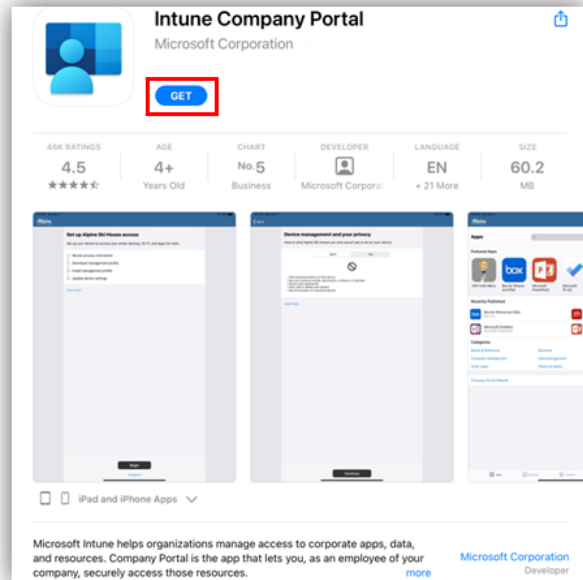


Moreton Bay  
Boys' College

*Open a browser and go to the College BYOD site:*

<https://byod.moretonbay.qld.edu.au>

*Click “Enrol your Device” Select  
“IOS / iPadOS”*

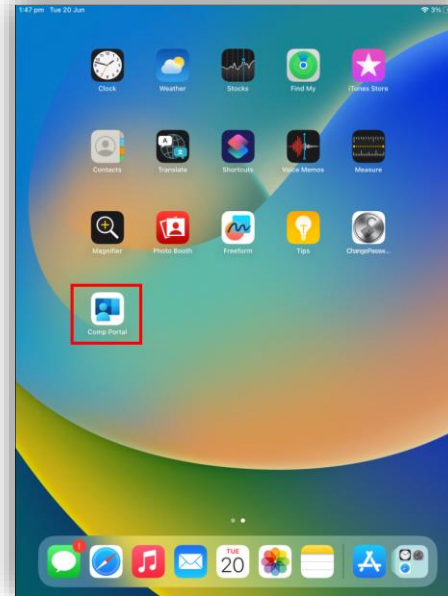


*This will take you to the Intune Application in  
the app store*

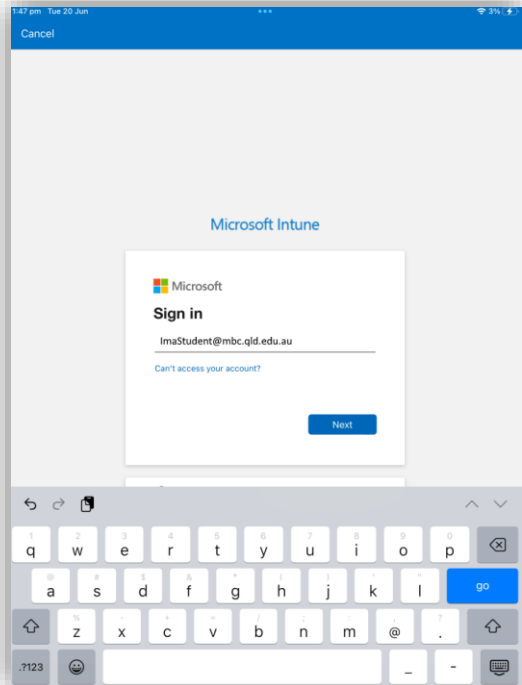
Step One

# Intune Enrolment

*You should now have the “Intune Company Portal” installed, open this*



## Step Two



Enter your College email address

***mystudentid@mbc.qld.edu.au***

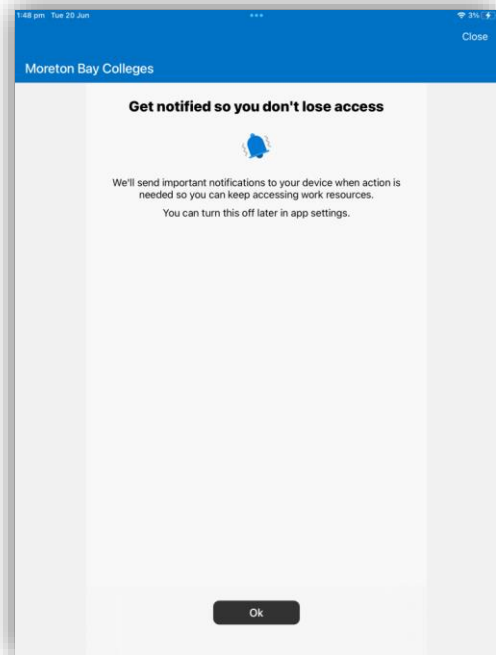
*Or*

***mystudentid@mbbc.qld.edu.au***

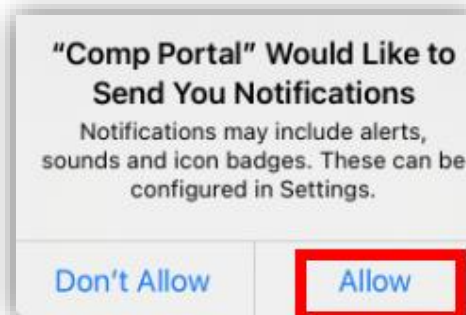
**select “Next”.**

# Intune Enrolment

*Enter your College email address and password*



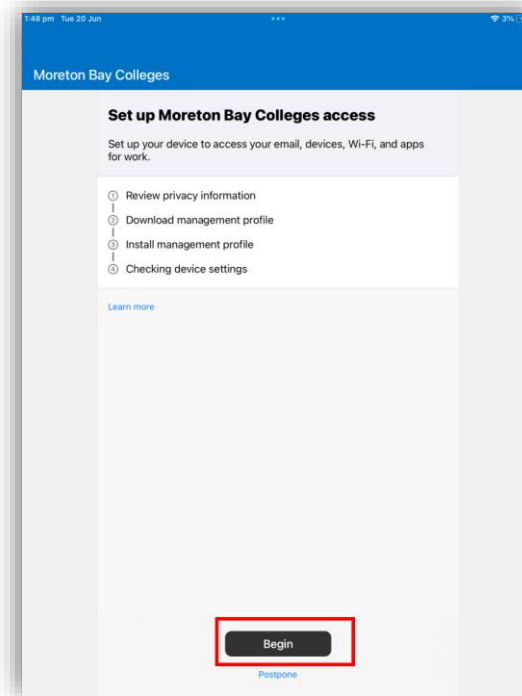
*Click "OK" and then "Allow" to continue*

A sign-in screen for Moreton Bay Colleges. At the top, there are two logos: 'Moreton Bay College' (red) and 'Moreton Bay Boys' College' (blue). Below the logos, it says 'Sign in'. There are two input fields: the first contains the email 'ImaStudent@mbc.qld.edu.au' and the second contains masked characters '••••••'. Below the input fields is a blue 'Sign in' button. At the bottom, there is a link that says 'Sign in using a certificate'.

## Step Three

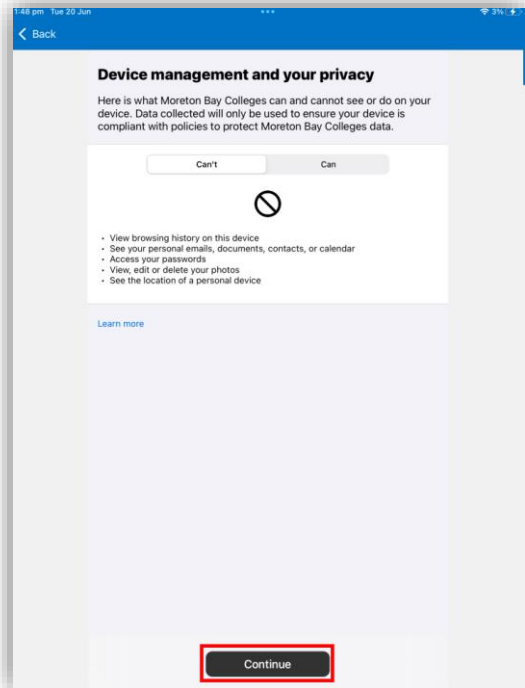
# Intune Enrolment

Click “Begin” to continue



## Step Four

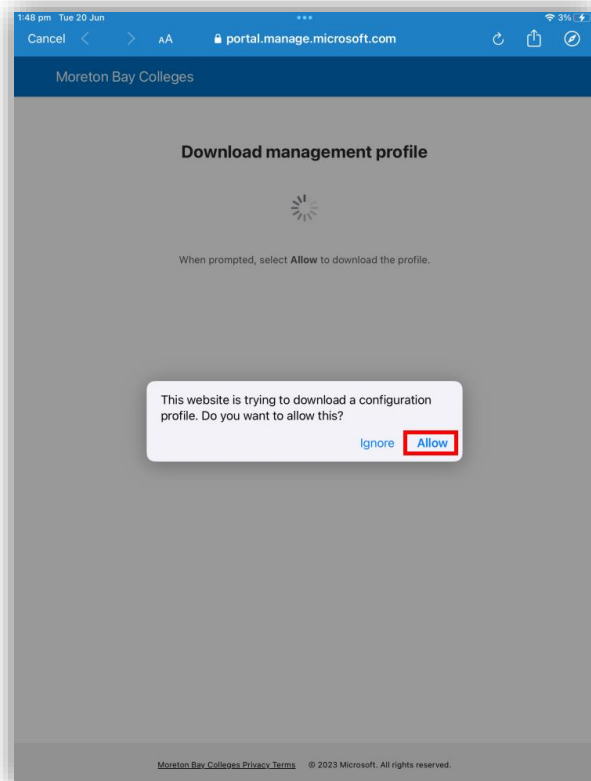
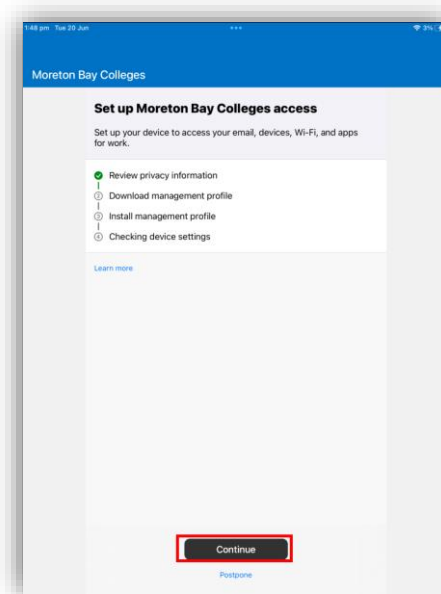
Click “Continue”





# Intune Enrolment

*Click “Continue”*

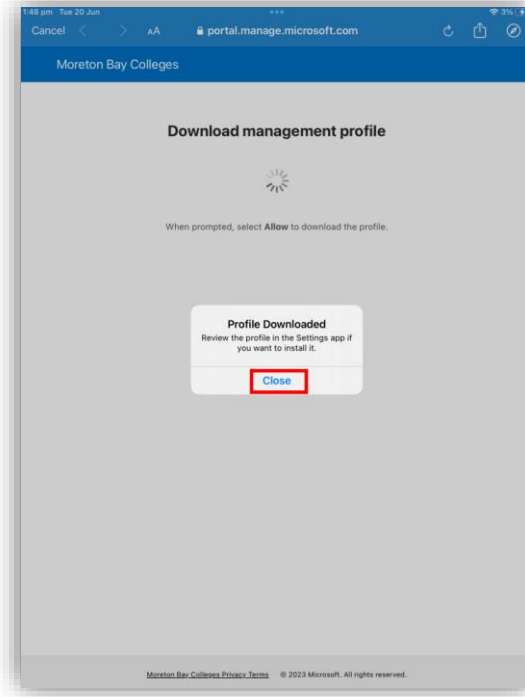


*Click “Allow” to continue*

## Step Five

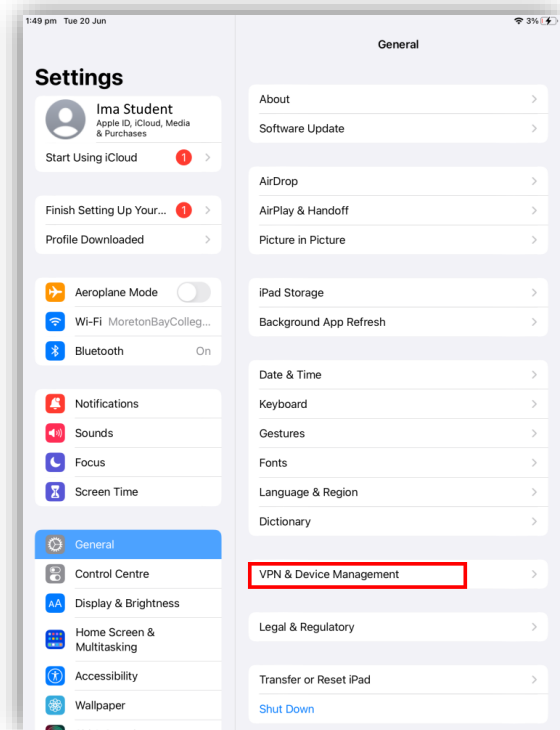
# Management Profile

*Click “Close”*



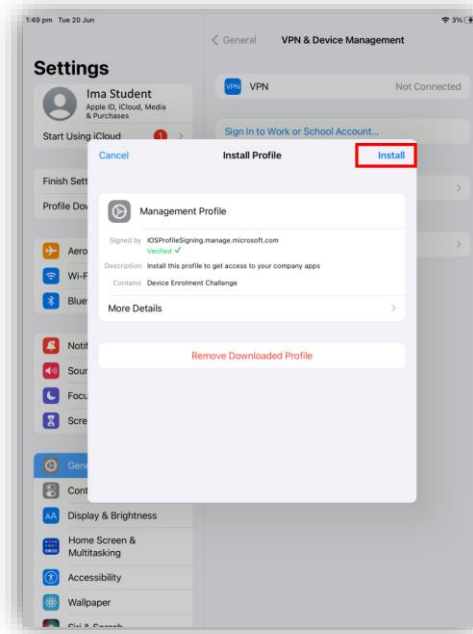
## Step Six

*Please goto settings and select “General” and then click “VPN & Device Management”*

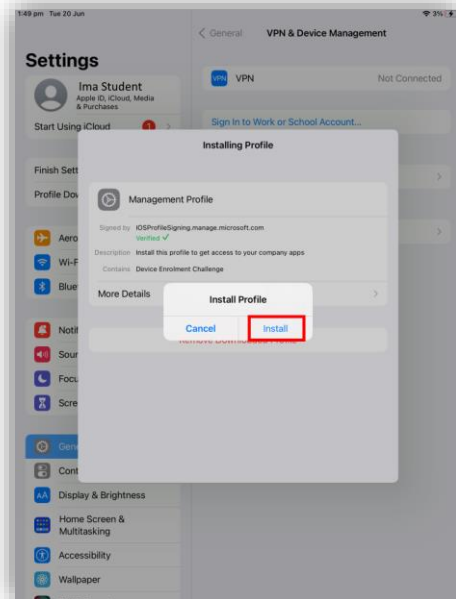


# Management Profile

Click "Install"



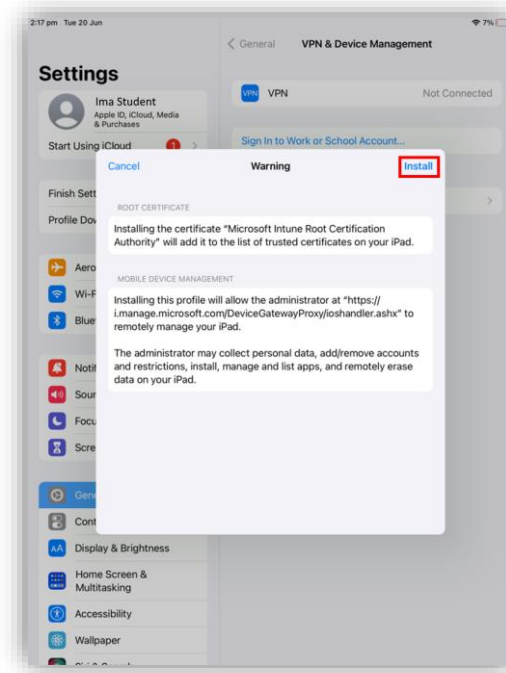
## Step Seven



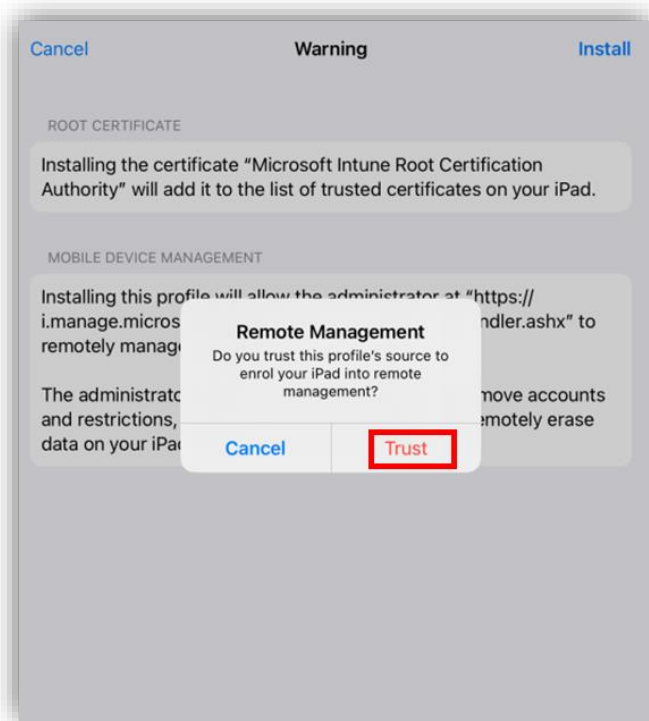
Click "Install"

# Management Profile

Click “Install” to continue



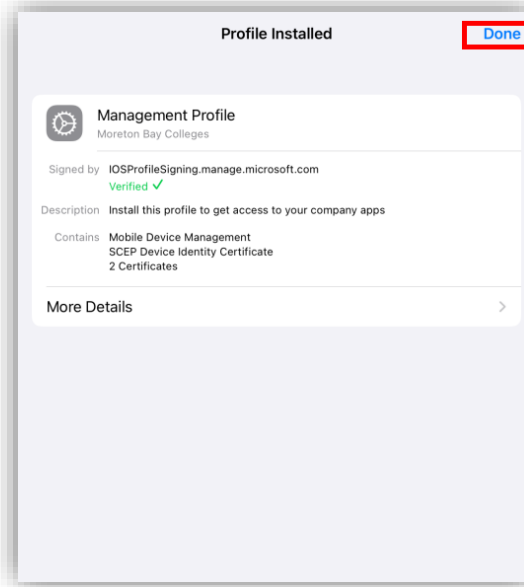
Click “Trust”



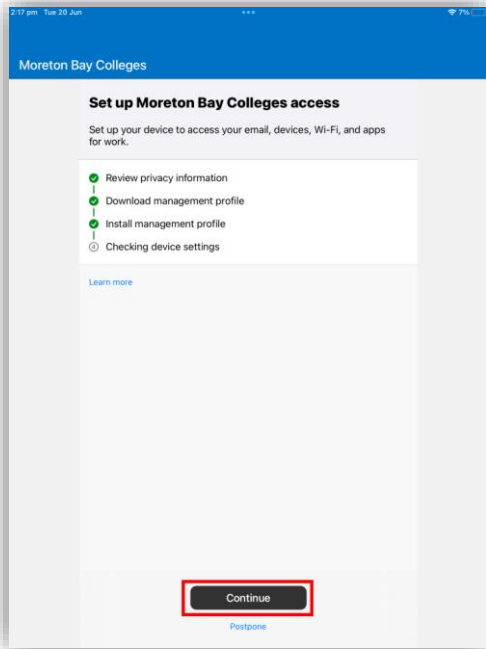
## Step Eight

# Management Profile

*The Profile has been Installed*



*Click "Continue"*



*Your Device is now enrolled, College apps should start installing automatically*

## Step Nine

# Handy Hints - Parents

- [E-Device Policy](#)
- [Guidelines for use of Social Media](#)
- E-Safety commissioner website ([Parent Portal](#))
- We encourage careful monitoring of screen time

## Handy Hints

# ...& we're done!

## Complete & Feedback

**Feedback:**

**Please complete this quick survey to provide any feedback on your onboarding experience**

[Parent Survey](#)