



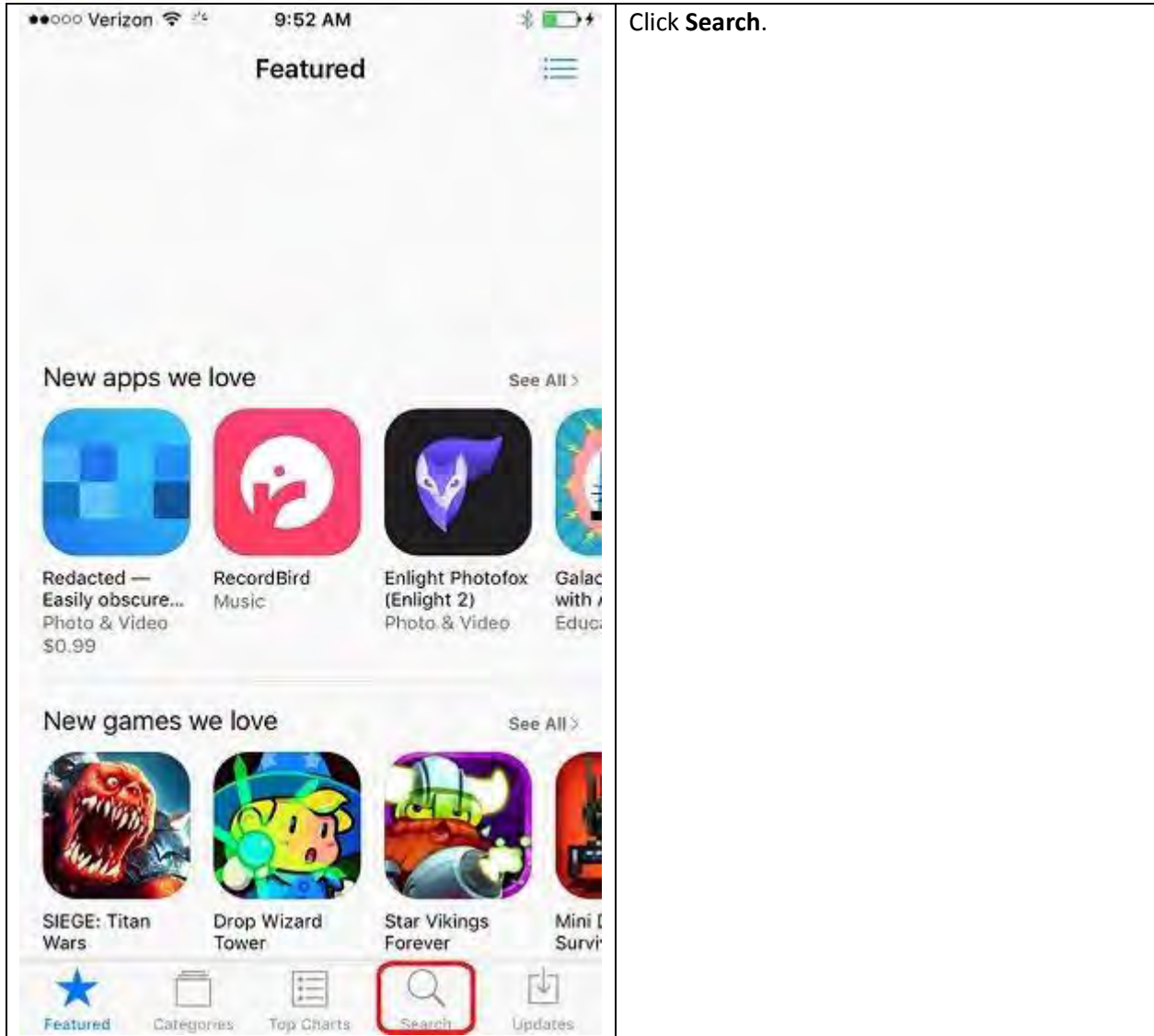
## **Bring Your Own Device Program**

### **How to Enroll Your personal iOS device in BYOD**

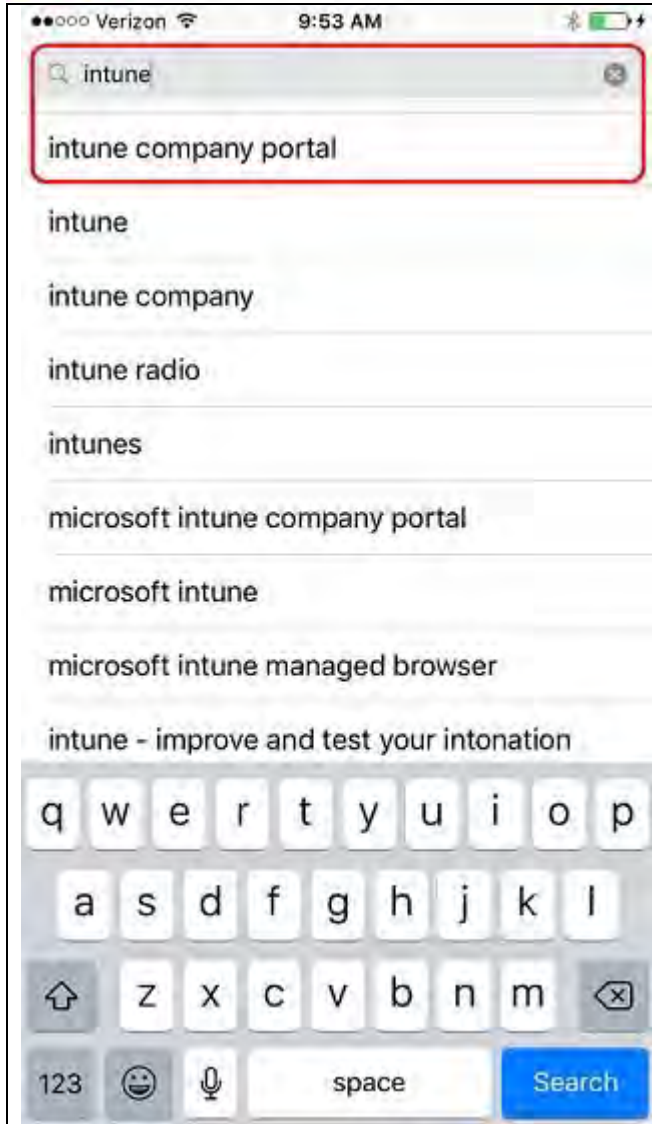


Connect mobile device to WiFi

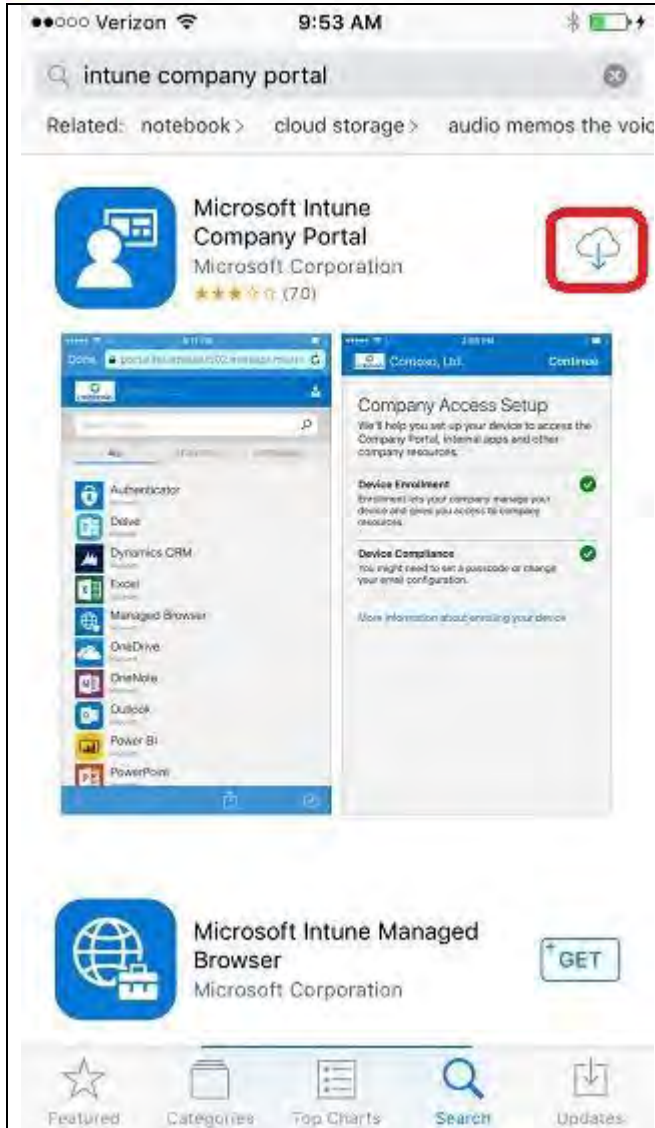
Open the **App Store**.



Click **Search**.



Search for **Intune Company Portal**. Click the link.

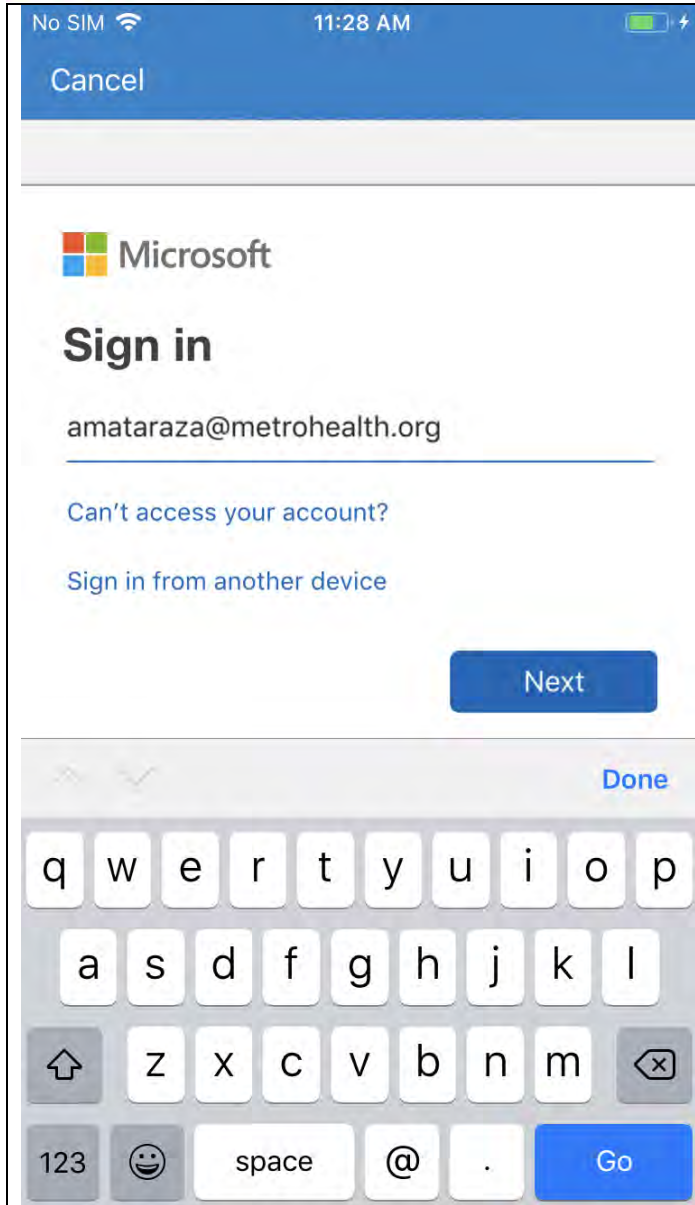


Click the **Install/Get** button.


New users will see Install/Get and not the Cloud.



Once the installation is complete click **OPEN**.



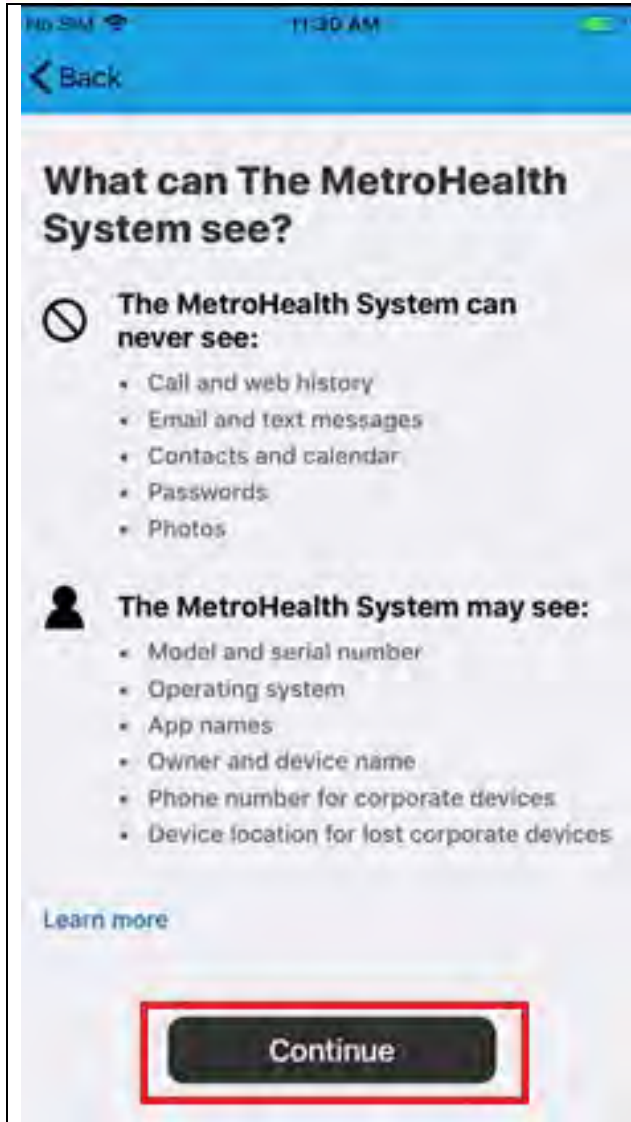
Enter your corporate email address.  
Click **Next**.

 <p>The screenshot shows the MetroHealth login page. At the top, there is a blue header with the MetroHealth logo and the text "MetroHealth". Below the header, there is a message: "This website only supports the web browser Microsoft Internet Explorer. Please enter your <b>Email Address</b> and Password to sign in!". There are two input fields: the first contains "username@metrohealth.org" and the second is labeled "Password". A blue "Sign in" button is highlighted with a red border. At the bottom, there is a message: "If you experience any problems signing into this site please contact the service desk at 216-957-3280."</p>	<p>Clicking on the Password field.</p> <p>Enter your password and click <b>Sign in</b>.</p>
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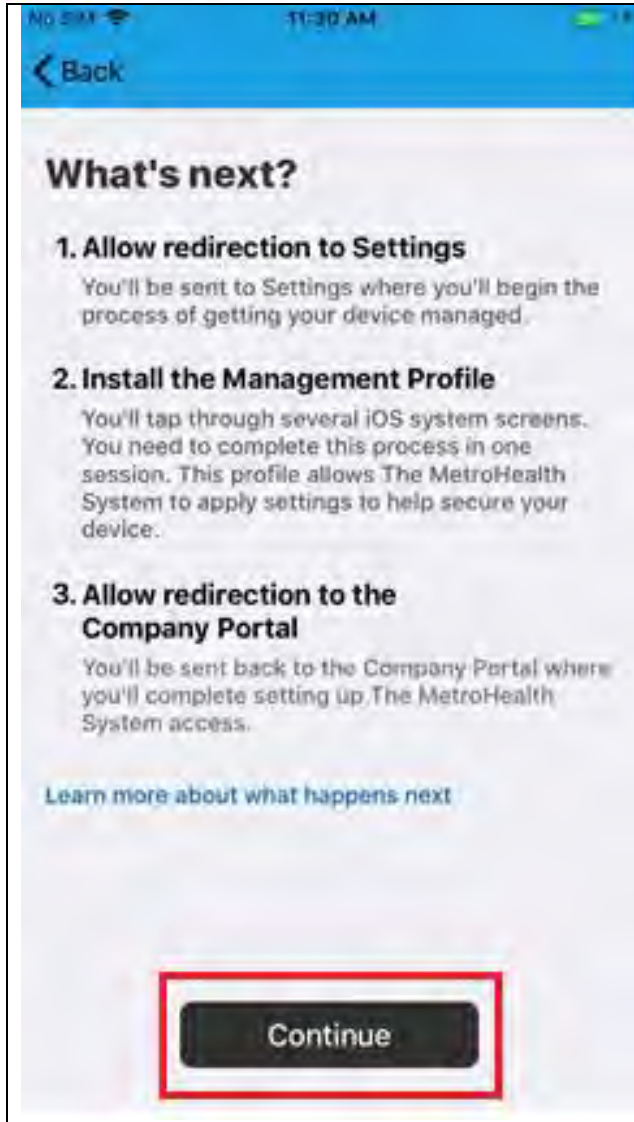




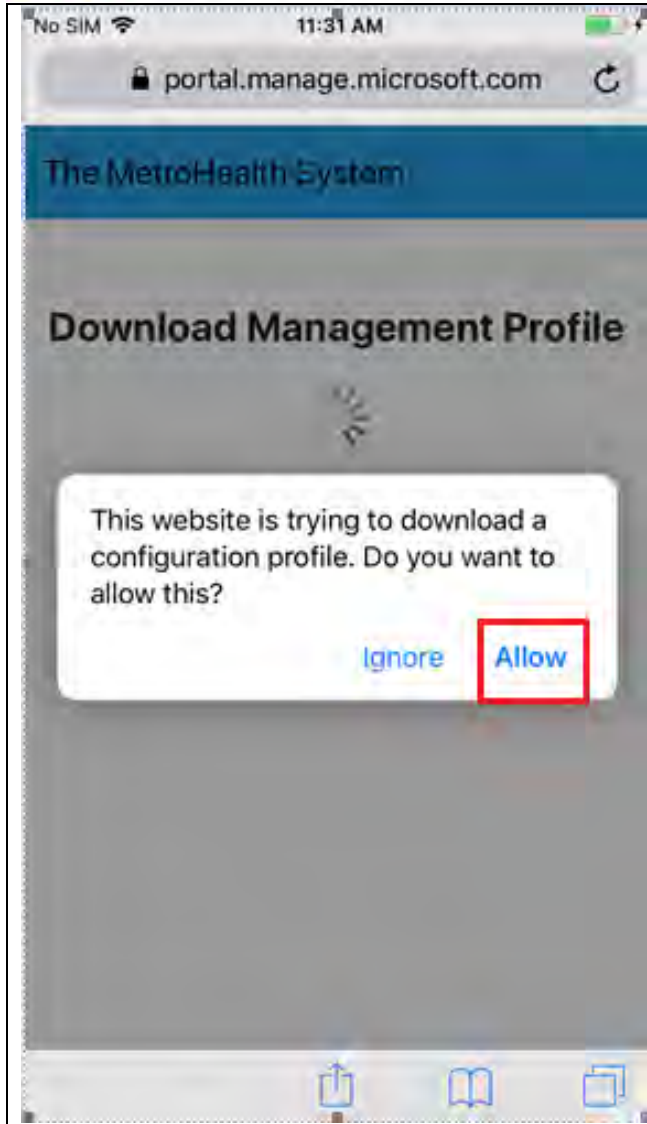
Click **Begin**.



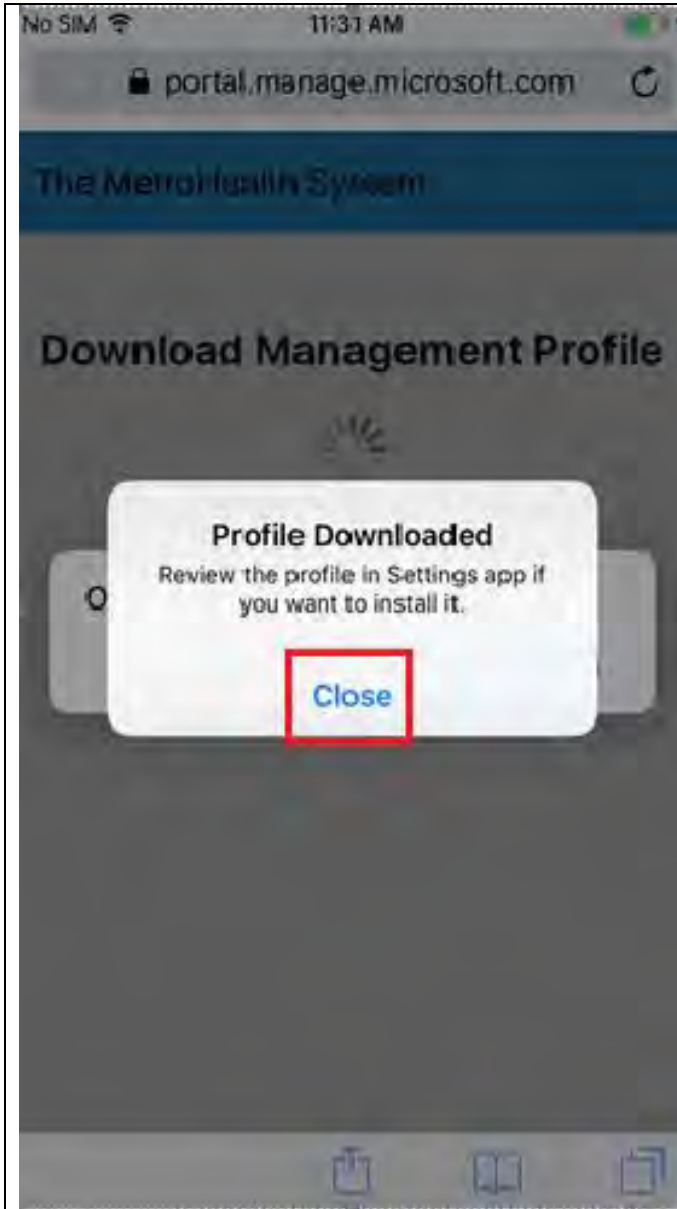
Click **Continue**.



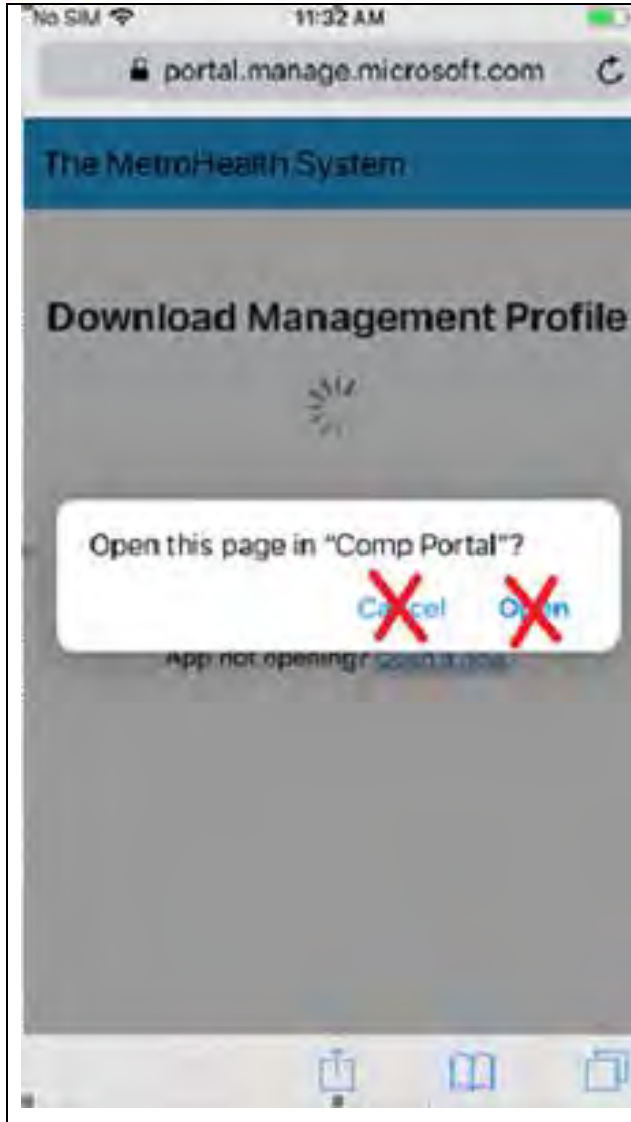
Click **Continue**.



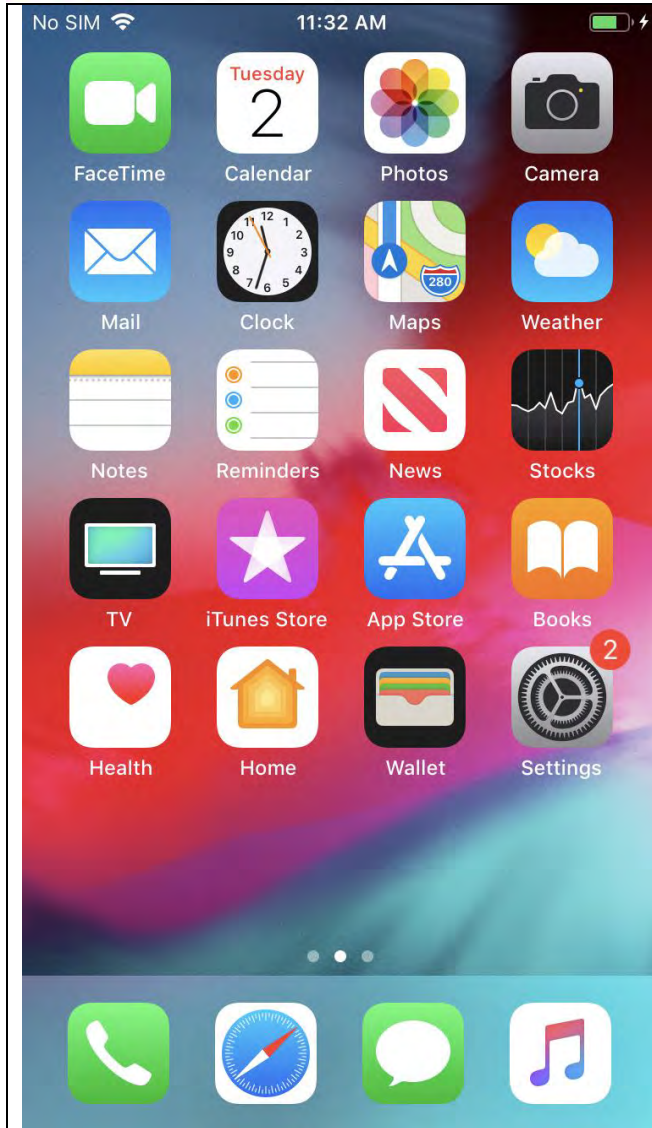
Click **Allow**



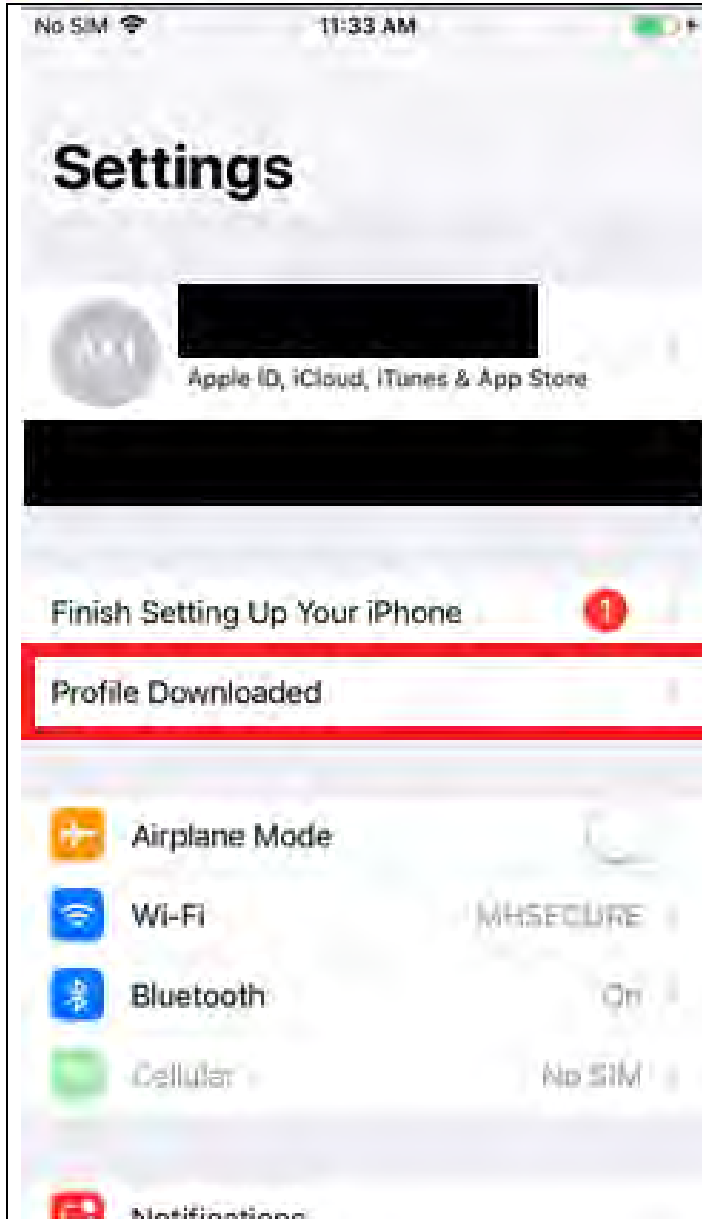
Click **Close**



Next you will see this prompt. **DO NOT** click Cancel. **DO NOT** Click Open. Instead, Return to the **HOME Screen** on the iPhone, and follow the steps below.

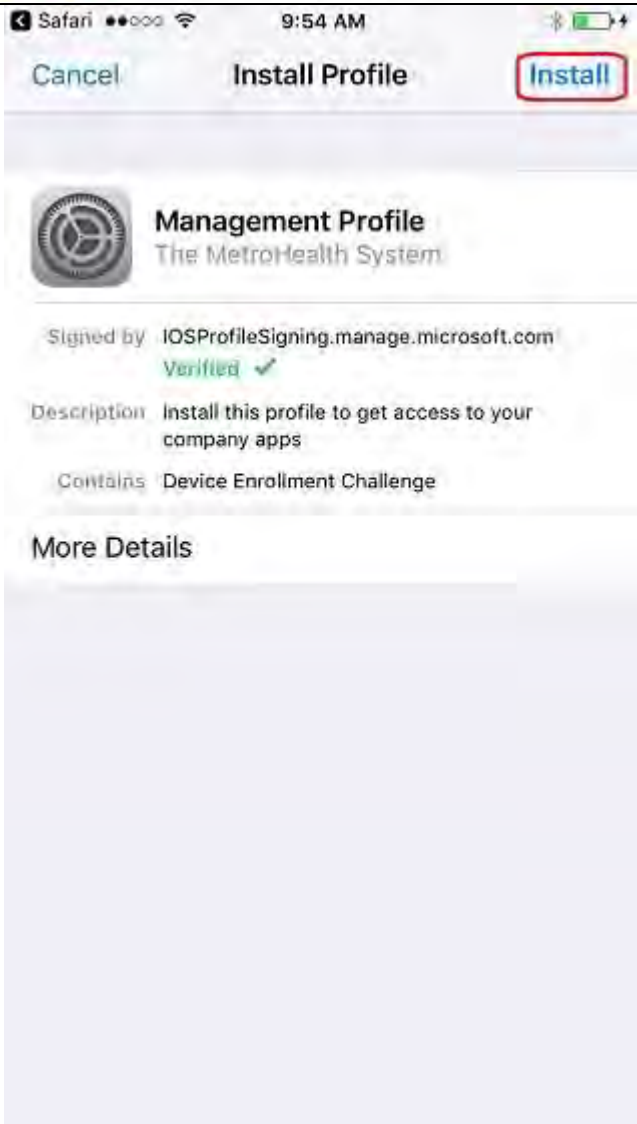



Open **Settings**

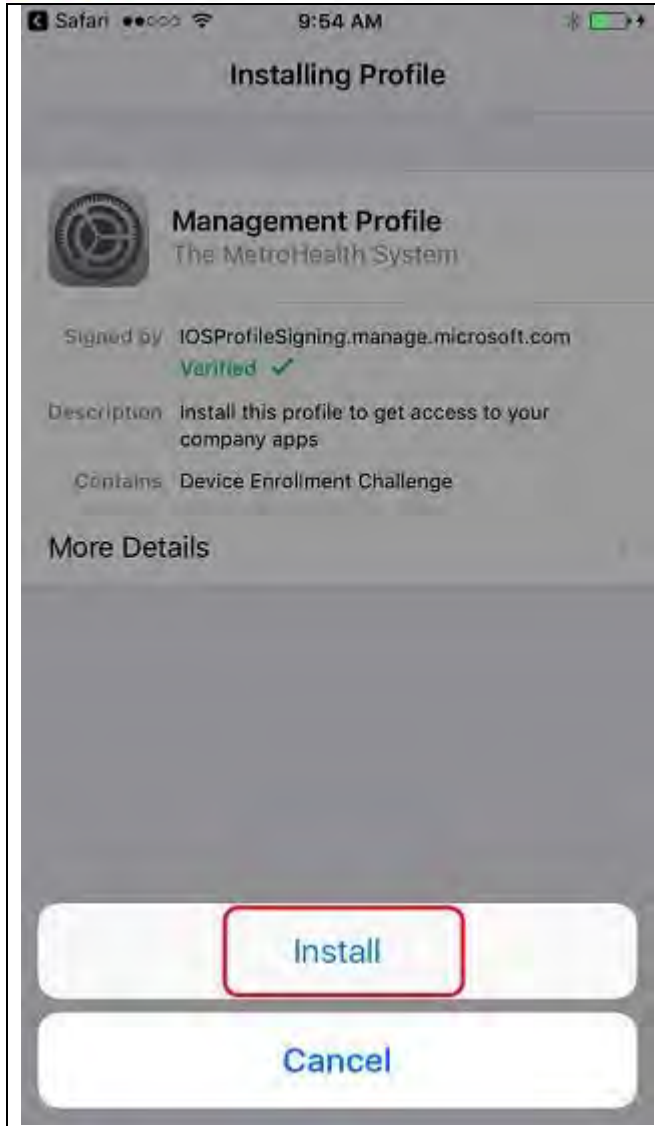


Click Profile Downloaded

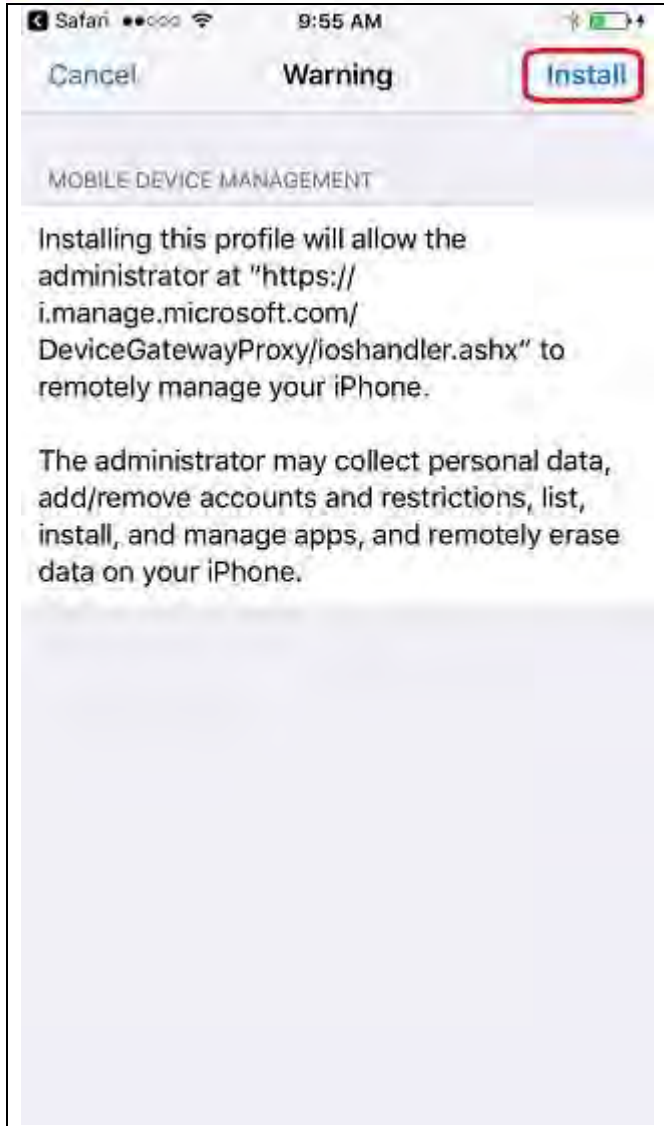


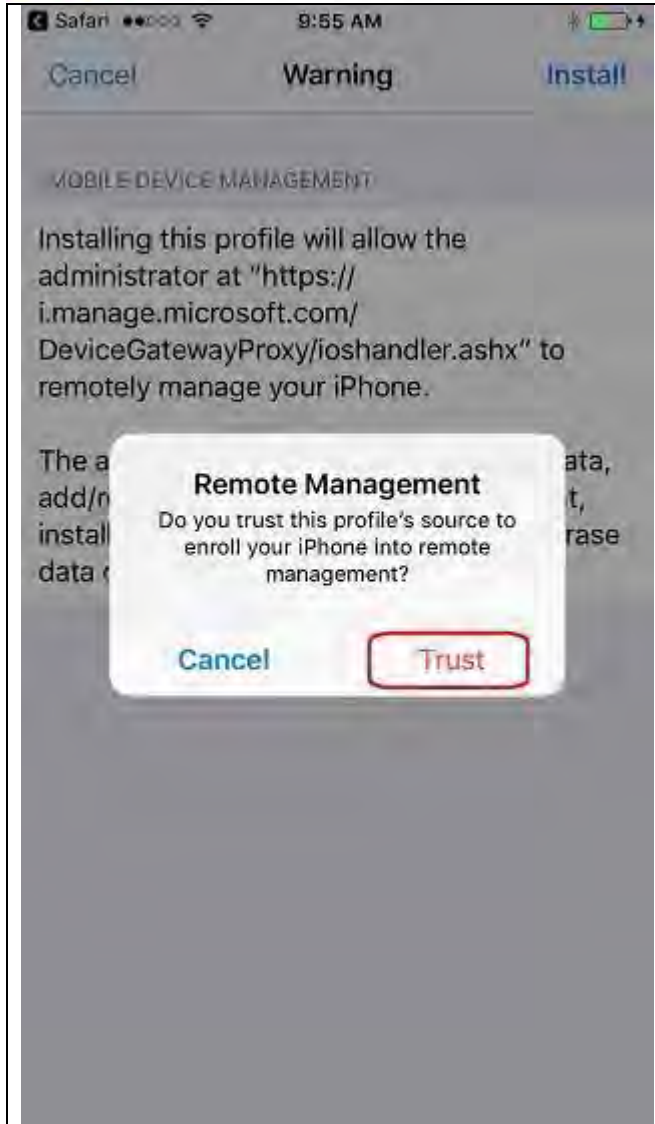
 <p>Safari 9:54 AM</p> <p>Cancel Install Profile <b>Install</b></p> <p> <b>Management Profile</b> The MetroHealth System</p> <p>Signed by IOSProfileSigning.manage.microsoft.com Verified ✓</p> <p>Description Install this profile to get access to your company apps</p> <p>Contains Device Enrollment Challenge</p> <p>More Details</p>	<p>Click <b>Install</b></p>
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<p>Safari 9:54 AM</p>	Enter your passcode.			
<p>Enter Passcode Cancel</p>				
<p>Enter your passcode</p> <p>○ ○ ○ ○</p>				
<table border="1"><tr><td>1</td><td>2 ABC</td><td>3 DEF</td></tr></table>	1	2 ABC	3 DEF	
1	2 ABC	3 DEF		
<table border="1"><tr><td>4 GHI</td><td>5 JKL</td><td>6 MNO</td></tr></table>	4 GHI	5 JKL	6 MNO	
4 GHI	5 JKL	6 MNO		
<table border="1"><tr><td>7 PQRS</td><td>8 TUV</td><td>9 WXYZ</td></tr></table>	7 PQRS	8 TUV	9 WXYZ	
7 PQRS	8 TUV	9 WXYZ		
<table border="1"><tr><td></td><td>0</td><td>⌫</td></tr></table>		0	⌫	
	0	⌫		

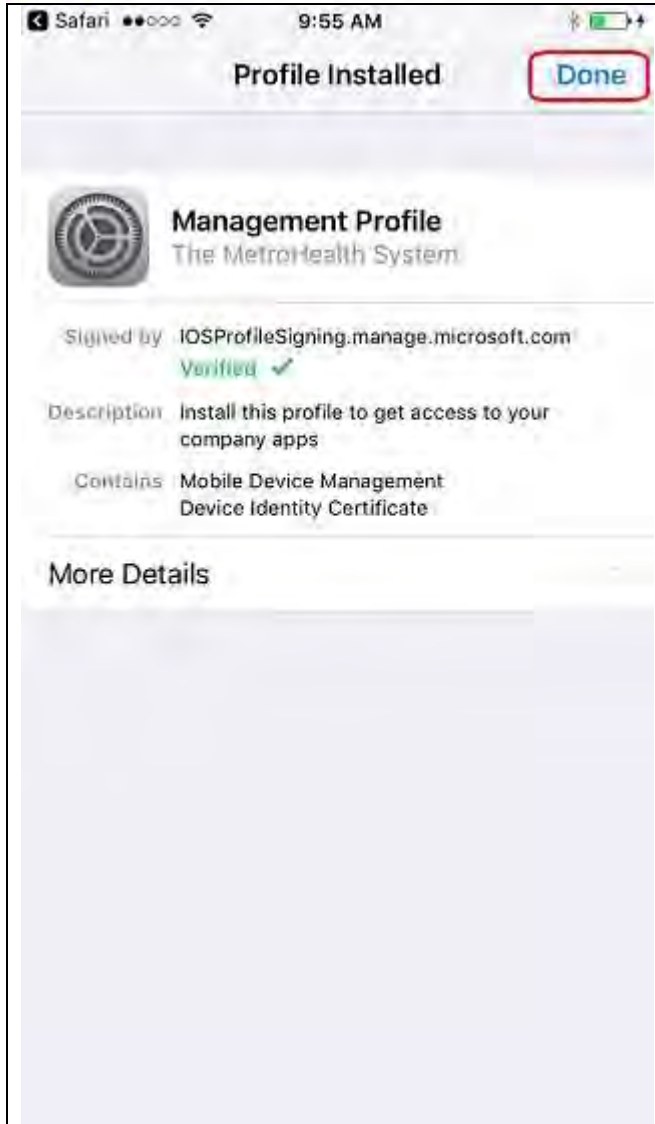


Click **Install**.

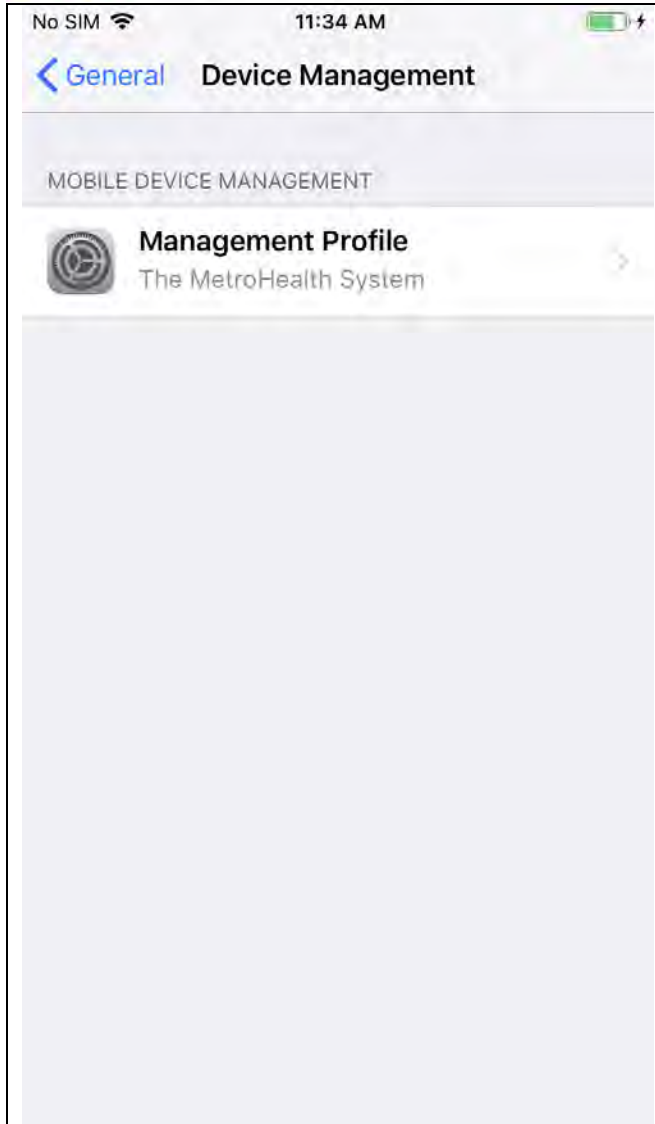
	Click <b>Install</b> .
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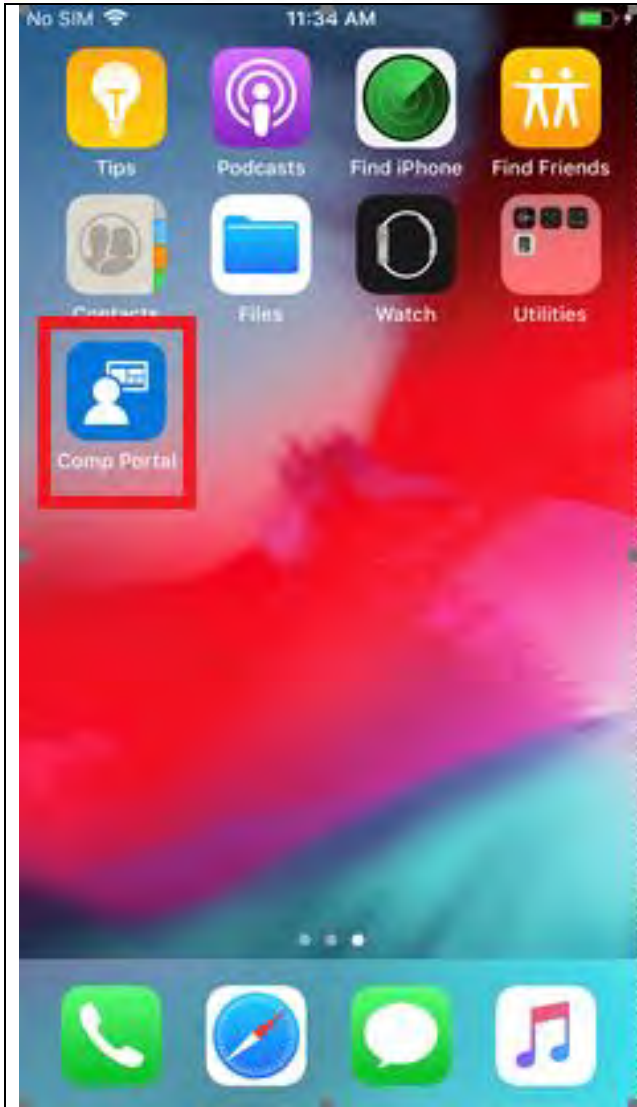
Click **Trust**.



Click **Done**.

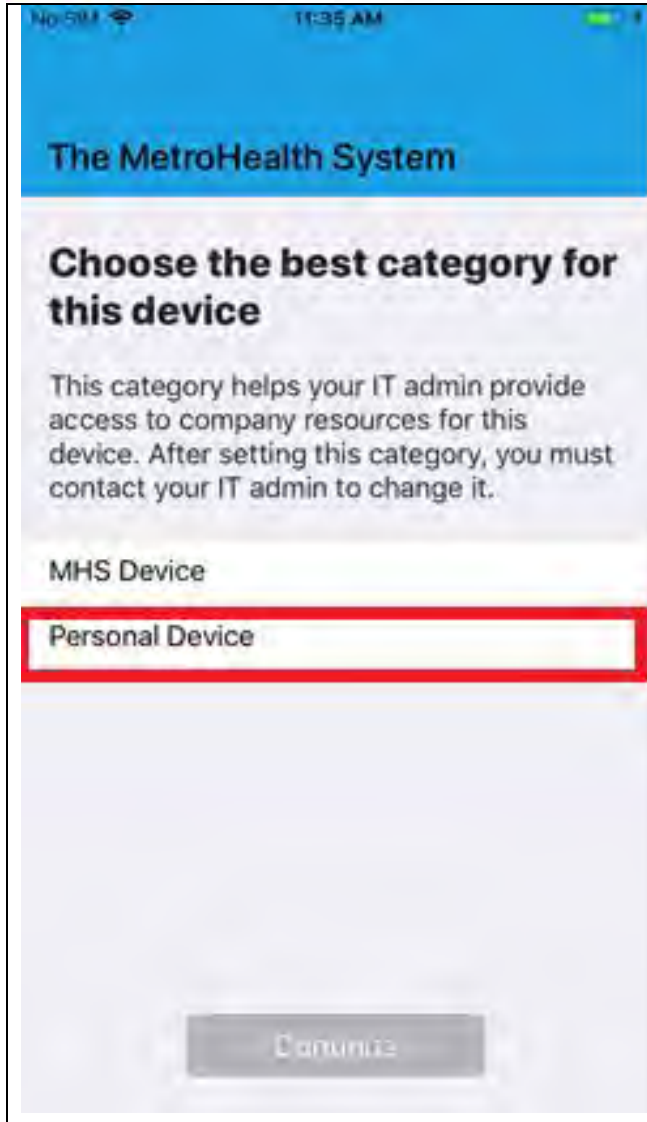


This screen will appear and not prompt you to move further. **Go back to Home Screen** and open the **Company Portal** app again.

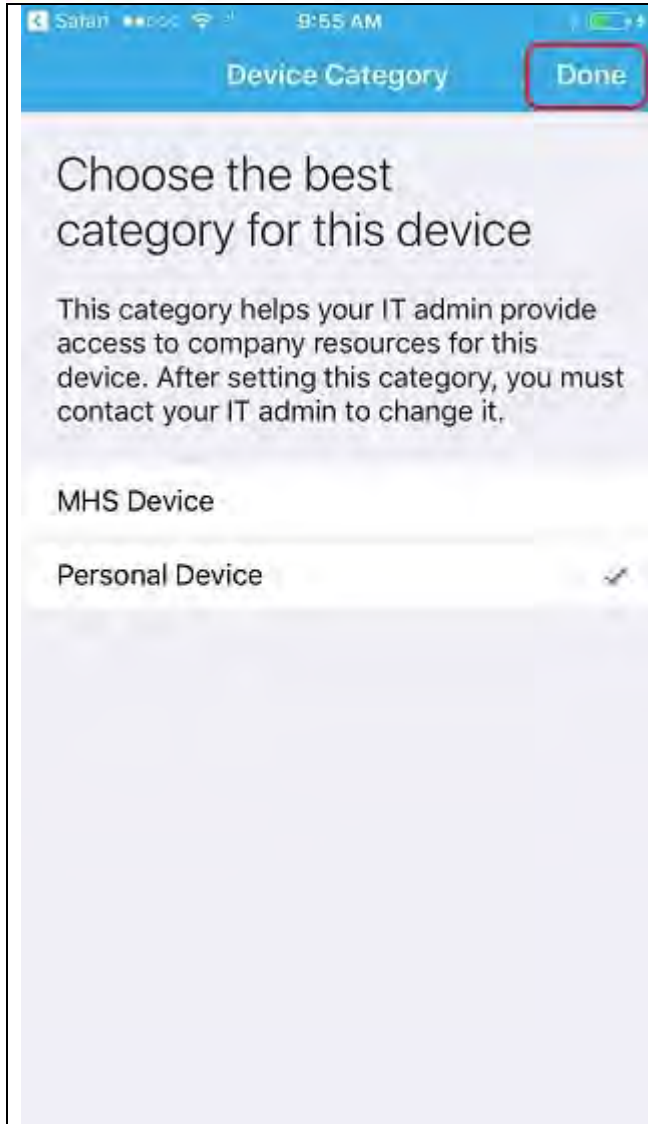


Open **Comp Portal**





Choose **Personal Device**.



Select **Personal Device**. Click **Done**.



Click **Done**.






Please make sure you have the latest IOS install on your device.

Click **Install** on all prompts. This will start the installation of the Office 365 applications.

This can take up to approx. 10-15 mins. If the applications do not install open Company Portal and choose Sync in lower right hand corner.





Open the **Outlook** Application.

•••• Verizon  2:33 PM  

**1 Account Found**

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 @metrohealth.org  
Office 365

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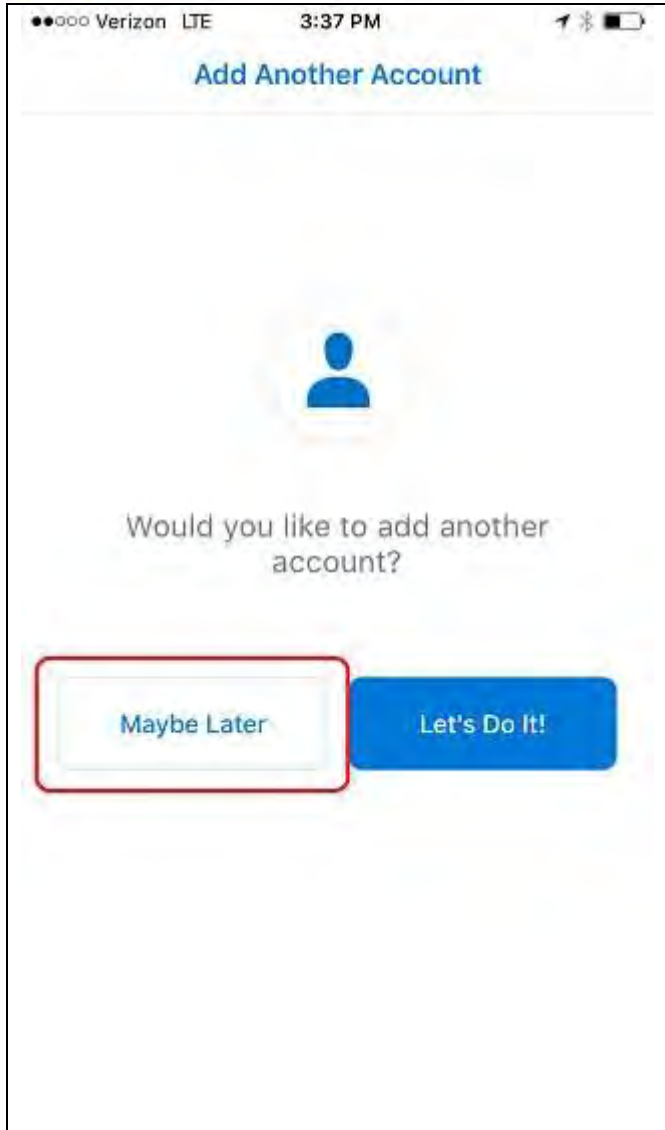
**Add Account**

Skip


Microsoft may email you about Outlook Mobile. You can unsubscribe at any time.  
[Privacy Statement](#)

You should see the MetroHealth Account.



Click **Add account**.

 <p>The screenshot shows the 'Add Another Account' screen in the MetroHealth app. At the top, the status bar displays 'Verizon LTE', '3:37 PM', and battery level. Below the title 'Add Another Account', there is a blue person icon. The text asks 'Would you like to add another account?'. At the bottom, there are two buttons: 'Maybe Later' (highlighted with a red border) and 'Let's Do It!'.</p>	<p>If you have a personal account to add click Let's Do It!</p> <p>Otherwise</p> <p>Click Maybe Later.</p>
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Verizon LTE 3:37 PM

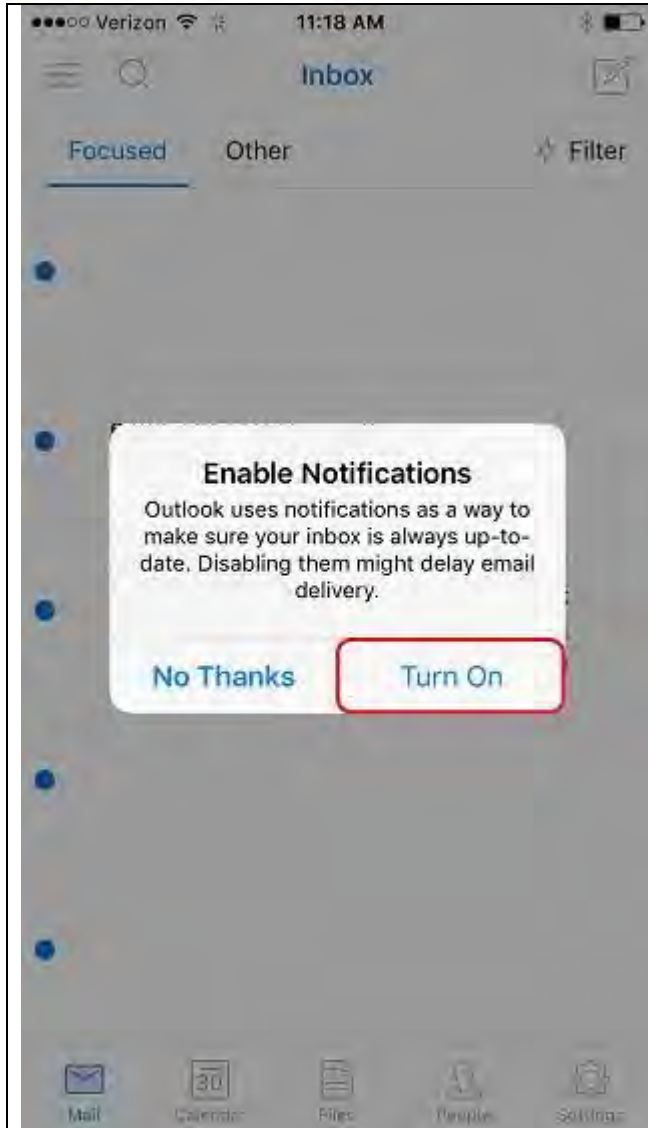


**Focused Inbox**  
We've put your most important, actionable emails here.

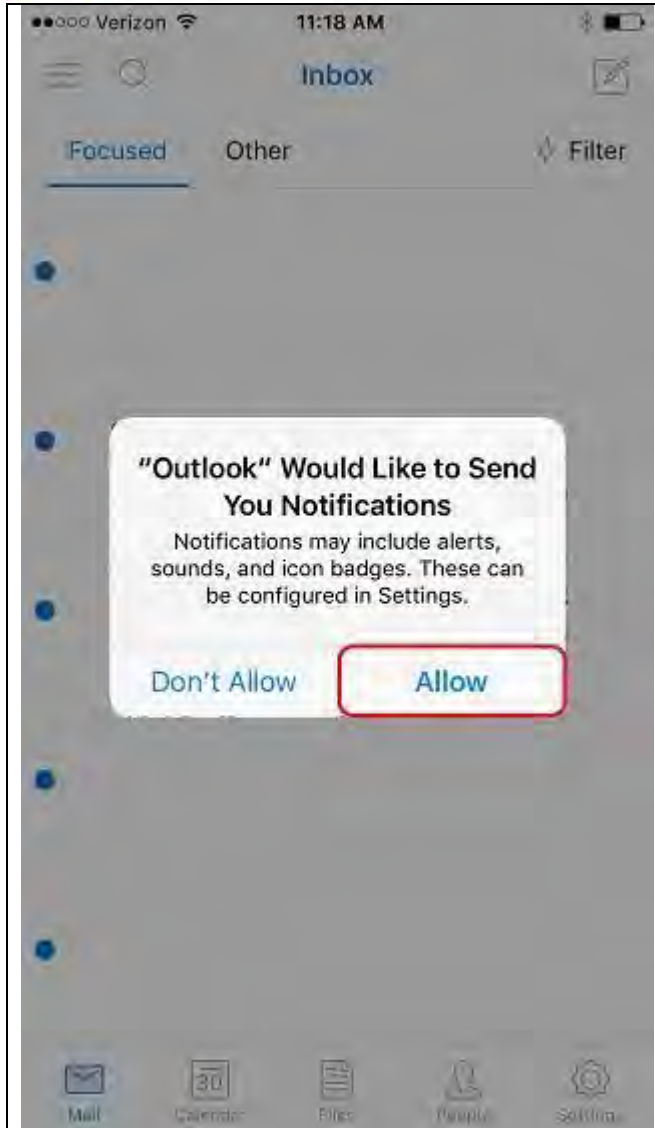
Skip  

Read through the 3 tip screens using the arrow in the lower right to move to the next tip.





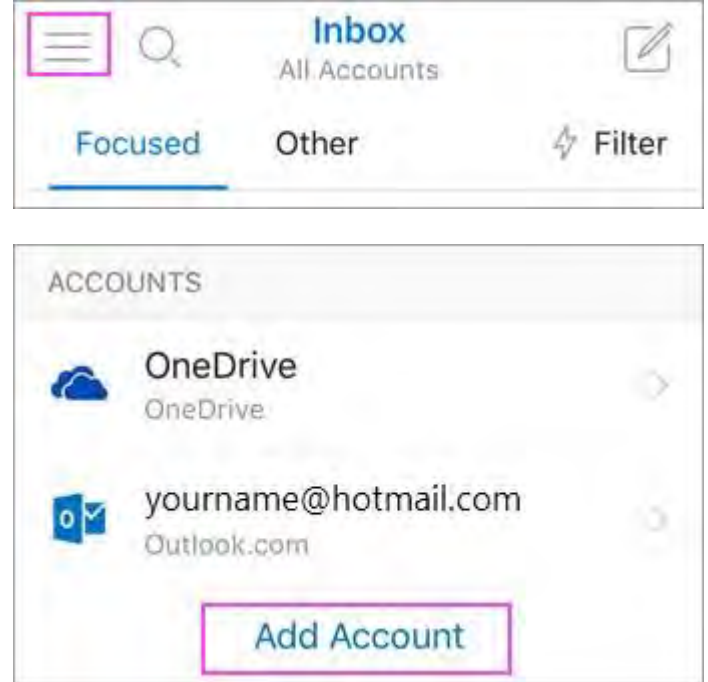

To receive notifications click **Turn On**.





Click **Allow**.

## Adding Personal Account to Outlook for iOS

	Open <b>Outlook for iOS</b> .
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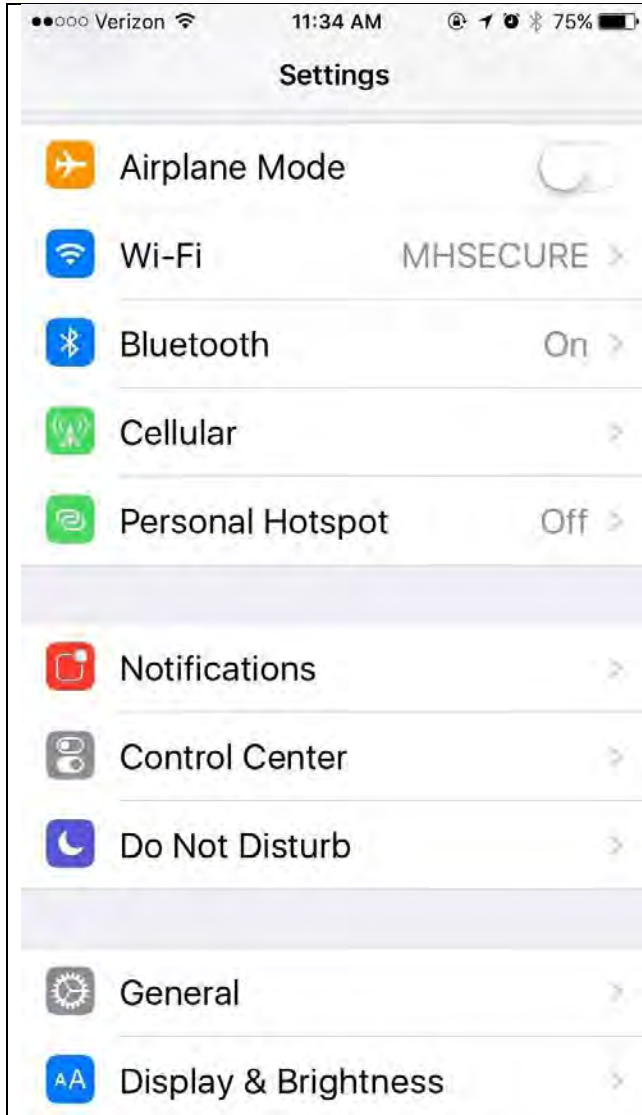
	Open the collapsed menu in the upper left corner > <b>Settings</b>  > <b>Add Account</b> > <b>Add Email Account</b> .
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<p><b>Add Email Account</b></p> <p>Enter your work or personal email address.</p> <p><b>yourname@hotmail.com</b></p> <p><b>Add Account</b></p> <p>Microsoft may email you about Outlook Mobile. You can unsubscribe at any time. <a href="#">Privacy Statement</a></p>	<p>Type your full email address, then tap <b>Add Account</b>.</p>
<p> Microsoft</p> <p>youremail@hotmail.com </p> <p>Enter password</p> <p>●●●●●●●●●●</p> <p><b>Sign in</b></p>	<p>Enter your email account password and tap <b>Sign In</b>.</p>
	<p>Swipe through the intro and you're now ready to use Outlook for iOS!</p>





## **IOS BYOD Removal**

**Settings > General > Device Management > Management Profile (shows with the MH profile) > Remove Management**

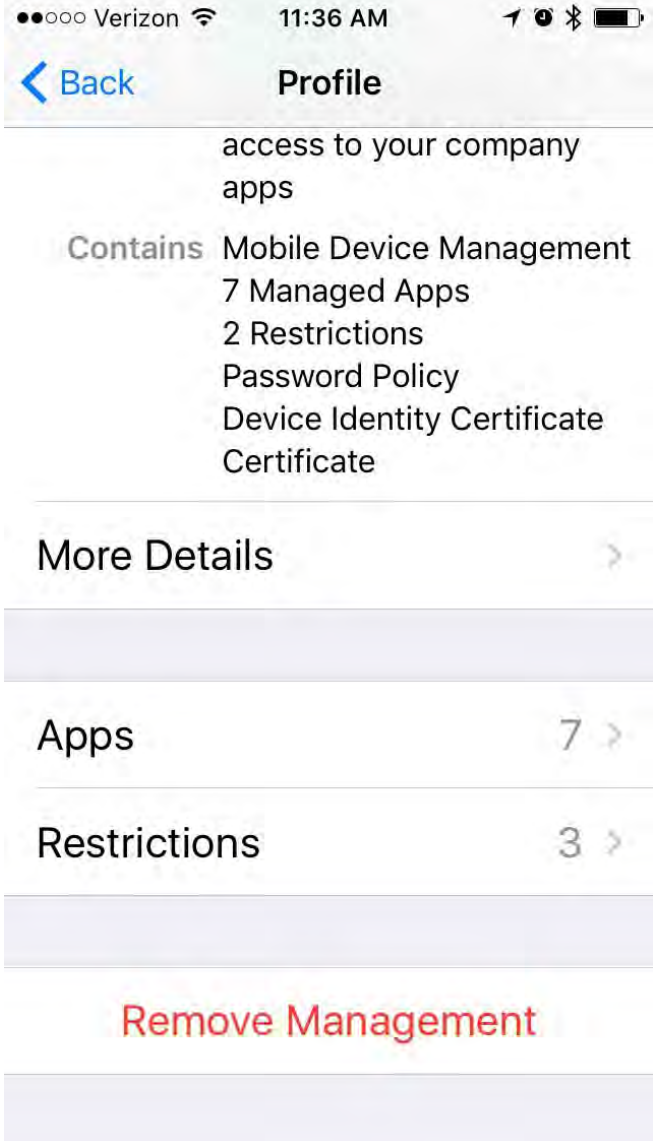


Open **Settings** on phone then click on **General**

 <p>The screenshot shows the 'General' settings page on an iPhone. At the top, the status bar displays 'Verizon', signal strength, Wi-Fi, time '11:35 AM', location, rotation lock, Bluetooth, and battery at '75%'. Below the status bar, there is a blue back arrow and the word 'Settings', followed by the title 'General'. The settings list includes: 'Date &amp; Time', 'Keyboard', 'Language &amp; Region', 'Dictionary', a separator, 'iTunes Wi-Fi Sync', 'VPN' (with 'Not Connected' to its right), 'Device Management' (with 'Manageme...' to its right), a separator, 'Regulatory', a separator, and 'Reset'. Each item has a right-pointing chevron.</p>	<p>Click on <b>Device Management</b></p>
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	<p>Click on <b>Management Profile</b></p>
--	---



 <p>Verizon 11:36 AM</p> <p><a href="#">Back</a> Profile</p> <p>access to your company apps</p> <p><b>Contains</b> Mobile Device Management 7 Managed Apps 2 Restrictions Password Policy Device Identity Certificate</p> <p>More Details &gt;</p> <p>Apps 7 &gt;</p> <p>Restrictions 3 &gt;</p> <p><b>Remove Management</b></p>	<p>Click on <b>Remove Management</b></p>
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## Intune Quick Tips

- **Phone Unlock Passcode**
  - Passcode must be enabled. ○ Passcode must be at the least 4 numbers long. ○ Passcode must be changed every 90 days. ○ Cannot use your last 5 passcodes. ○ Idle time before device is locked must be set to 5 minutes.
  - Number of failed logins before device will wipe all content and settings is set to 10 times. This is to prevent issues with theft.
- The Outlook Unlock PIN doesn't expire
- The Outlook PIN auto locks after 30 mins
- You cannot manually change the Outlook PIN but you can click "Forgot PIN" and reset it
- When opening weblinks from emails you will be directed to the Company Browser and need to log into device using your network credentials and Outlook PIN