



ABBOTSLEIGH

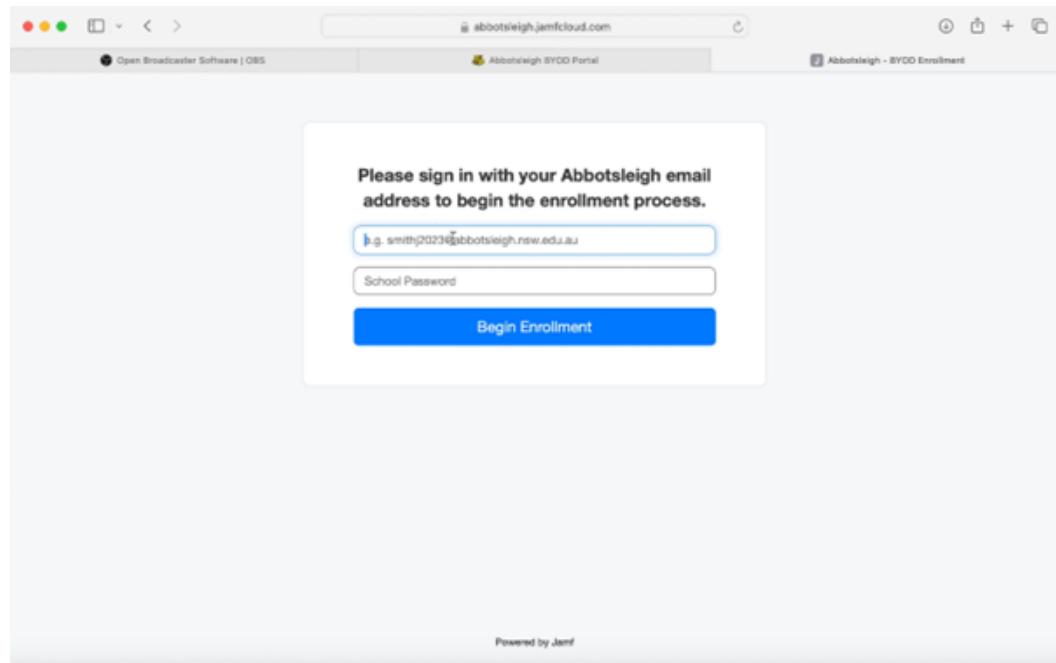
How to set up your Apple Mac laptop ready for school

Please follow the enclosed
steps carefully.

Starting Up

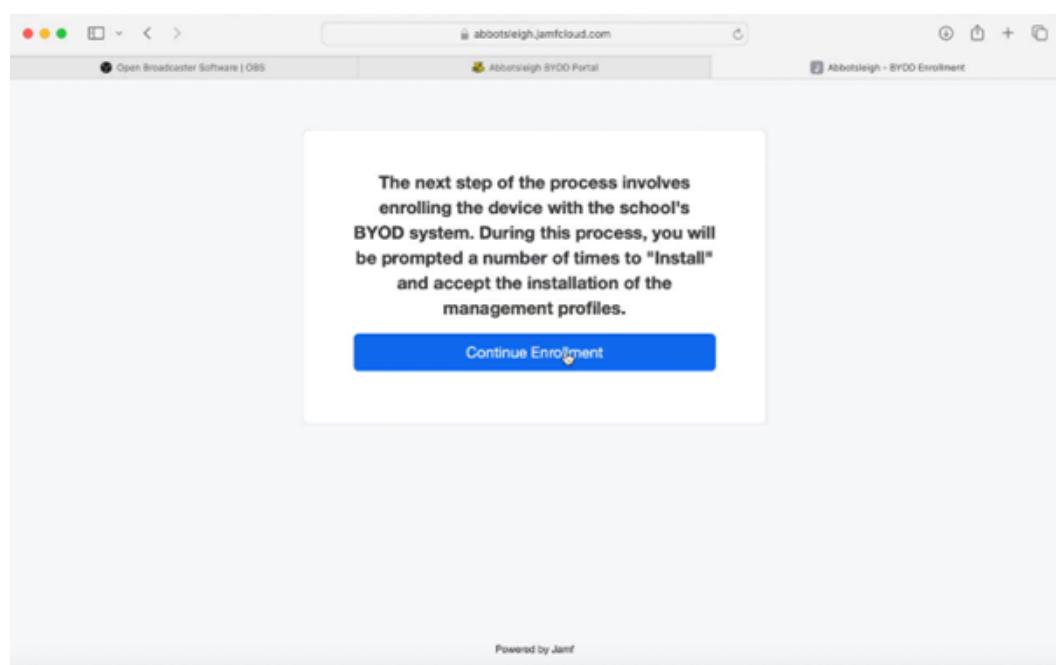
Step 1

Go to <https://abbotsleigh.jamfcloud.com/enroll> then sign in with your Abbotsleigh email address (student2024@abbotsleigh.nsw.edu) and password.



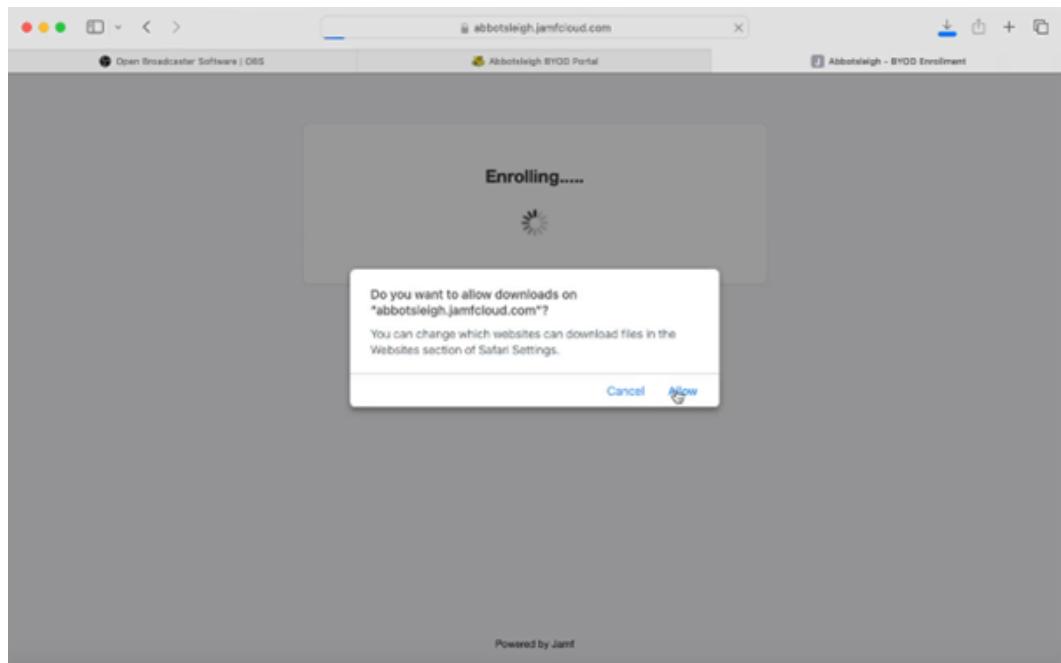
Step 2

Click “Continue Enrollment”.



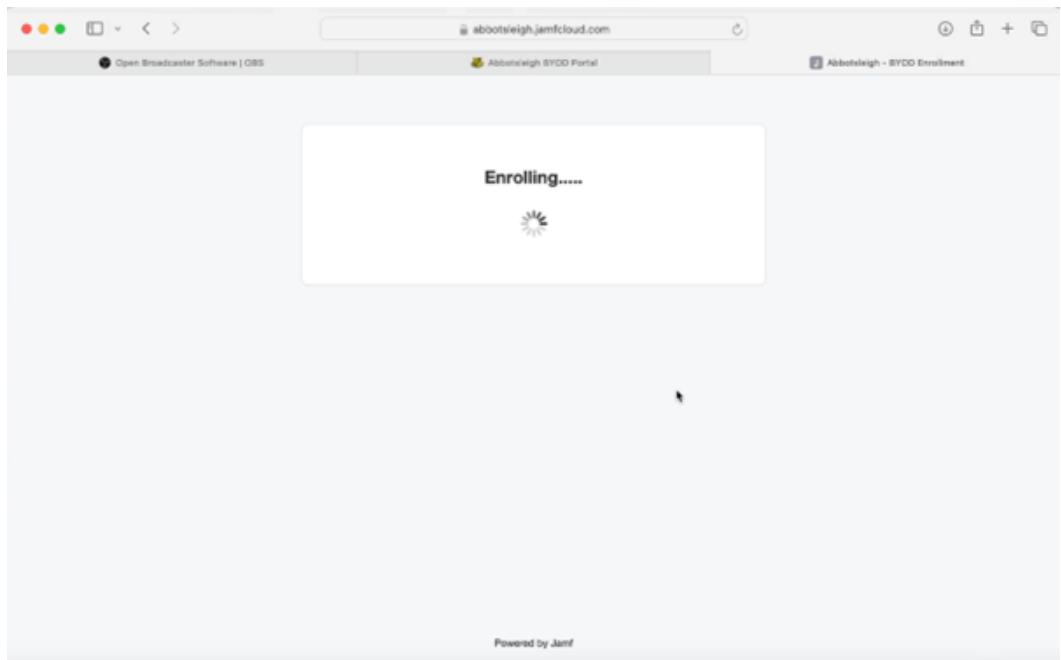
Step 3

Click "Allow"



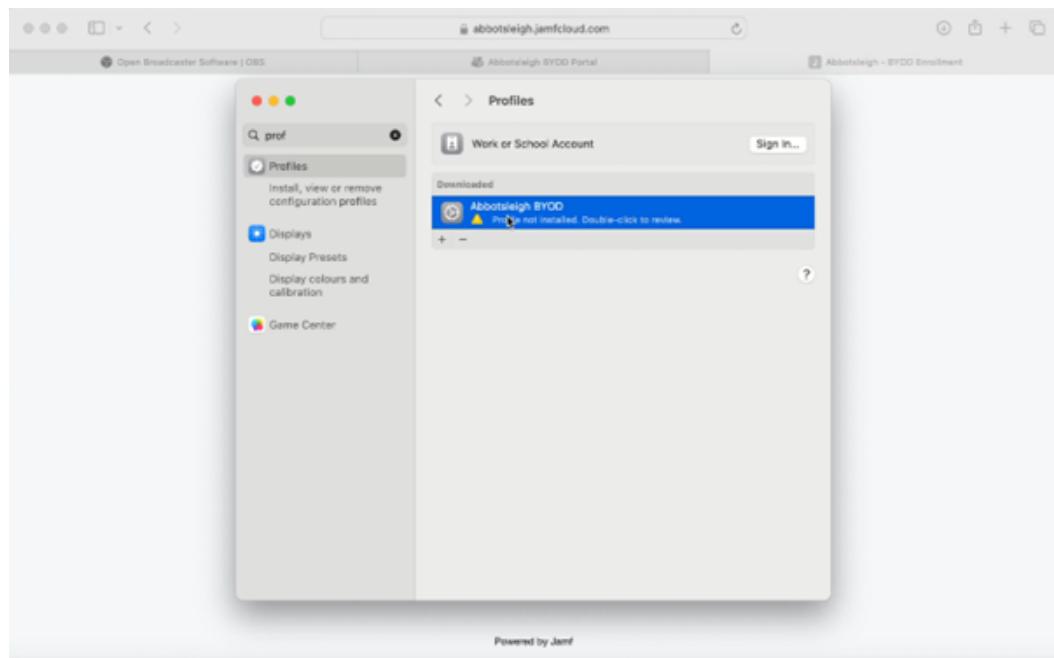
Step 4

Your Laptop is enrolling... Go to System Settings and search "Profile"



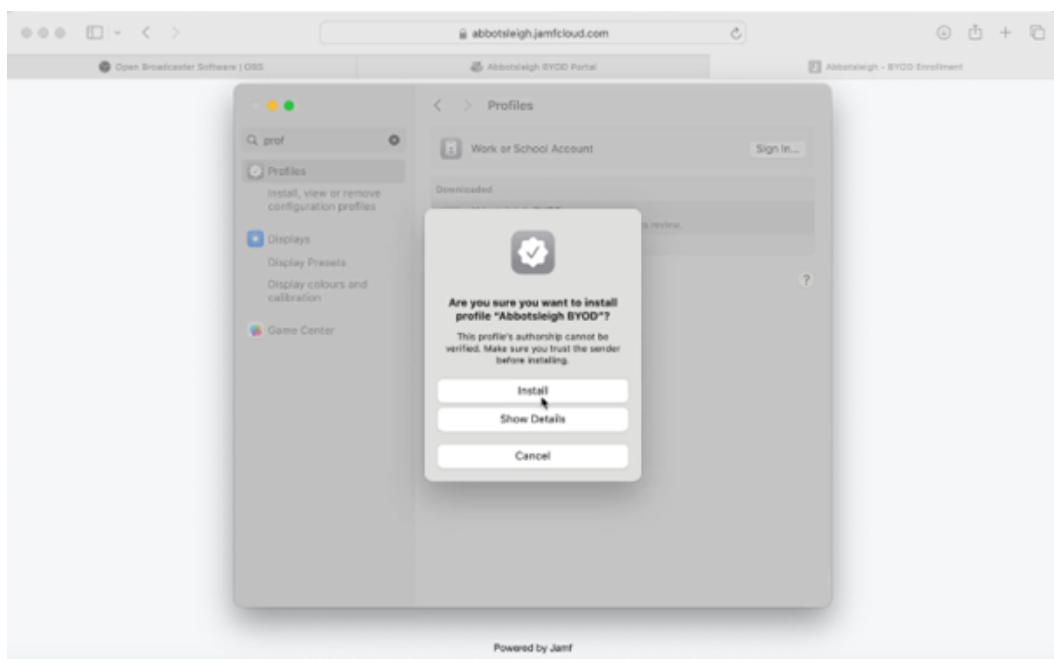
Step 5

Install “Abbotsleigh BYOD” profile by double clicking.



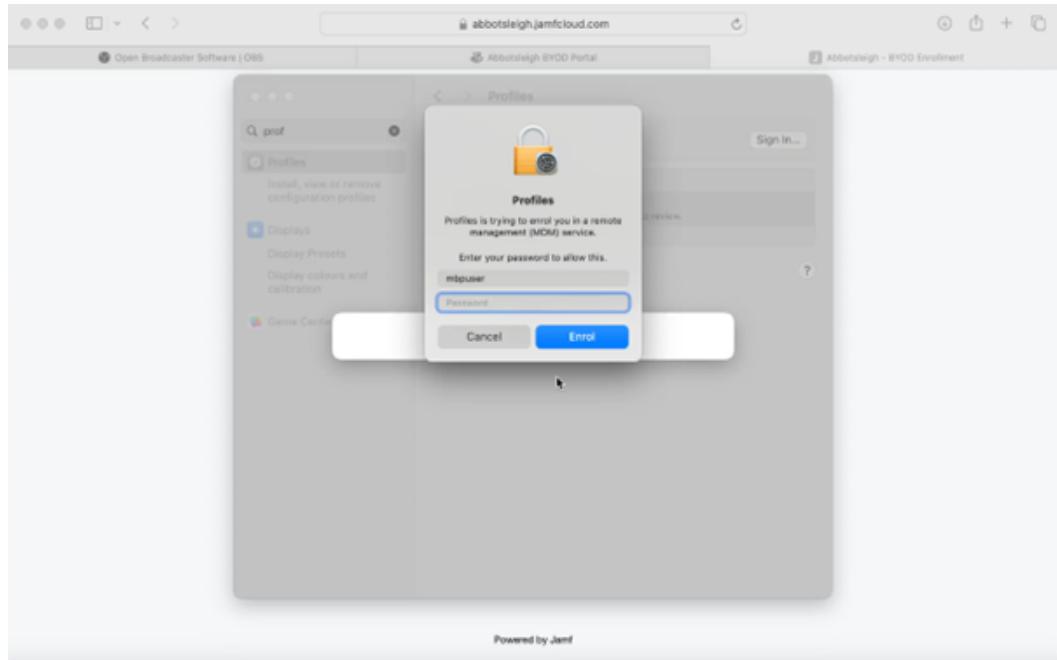
Step 6

Click “Install” on Abbotsleigh BYOD.



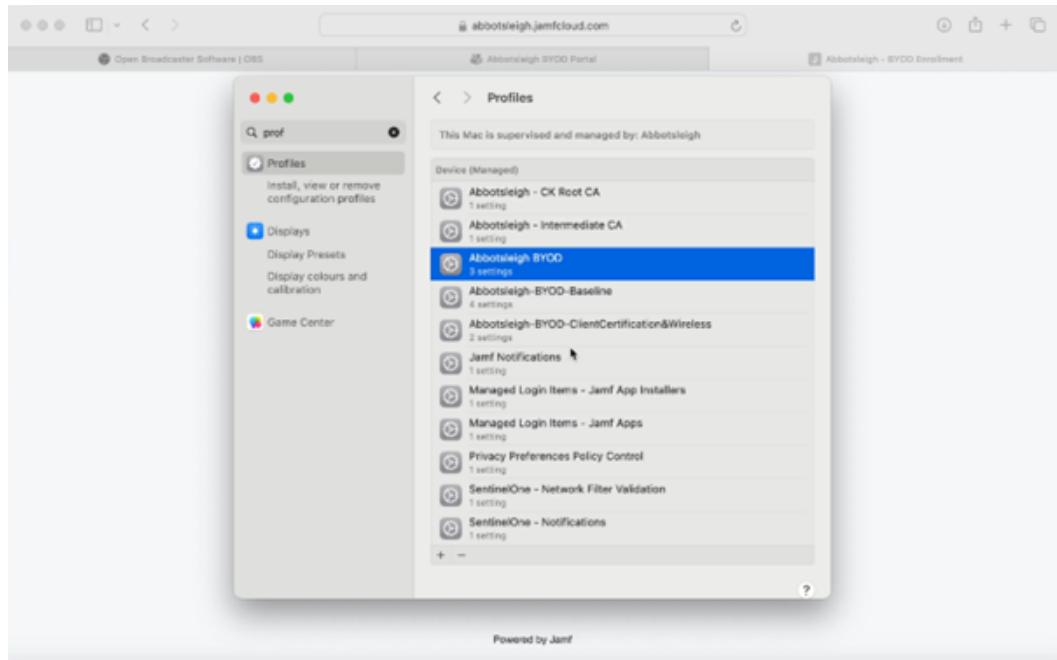
Step 7

Use your credentials you would use to log into your computer. (NOT your Abbotsleigh user name or password)



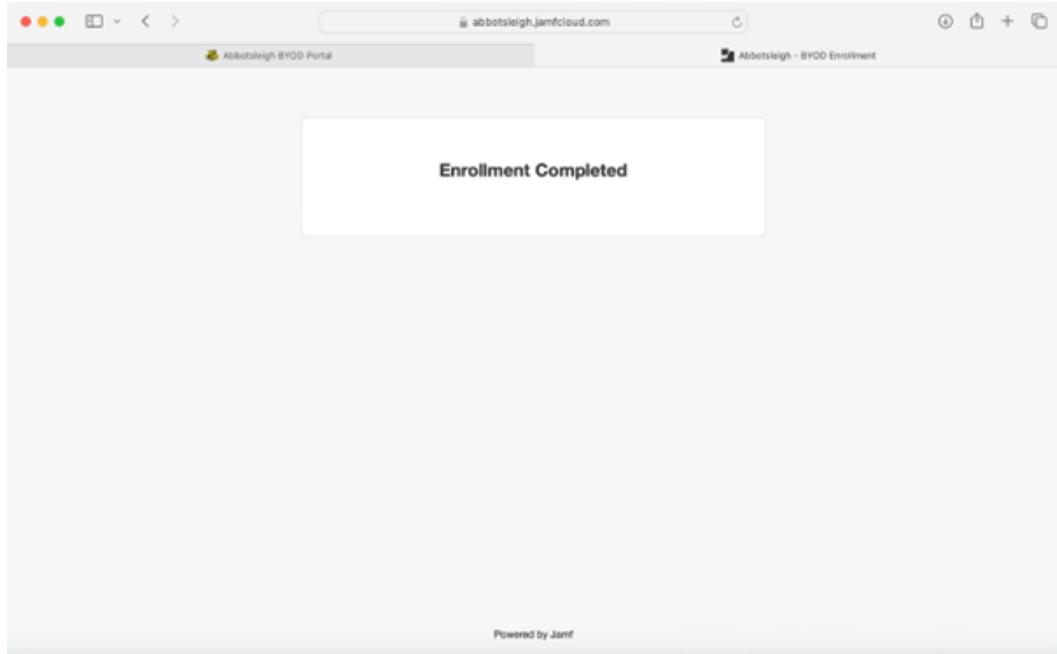
Step 8

Policies are being set up on your computer. Please wait for all policies to install.



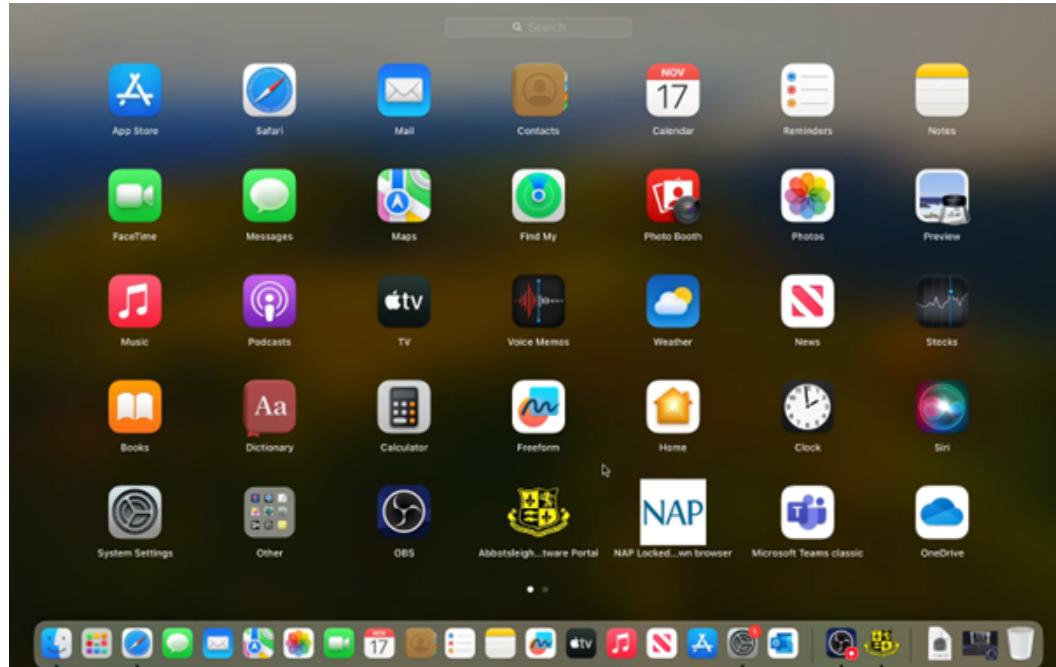
Step 9

Your enrolment is complete. Please close the internet browser now.

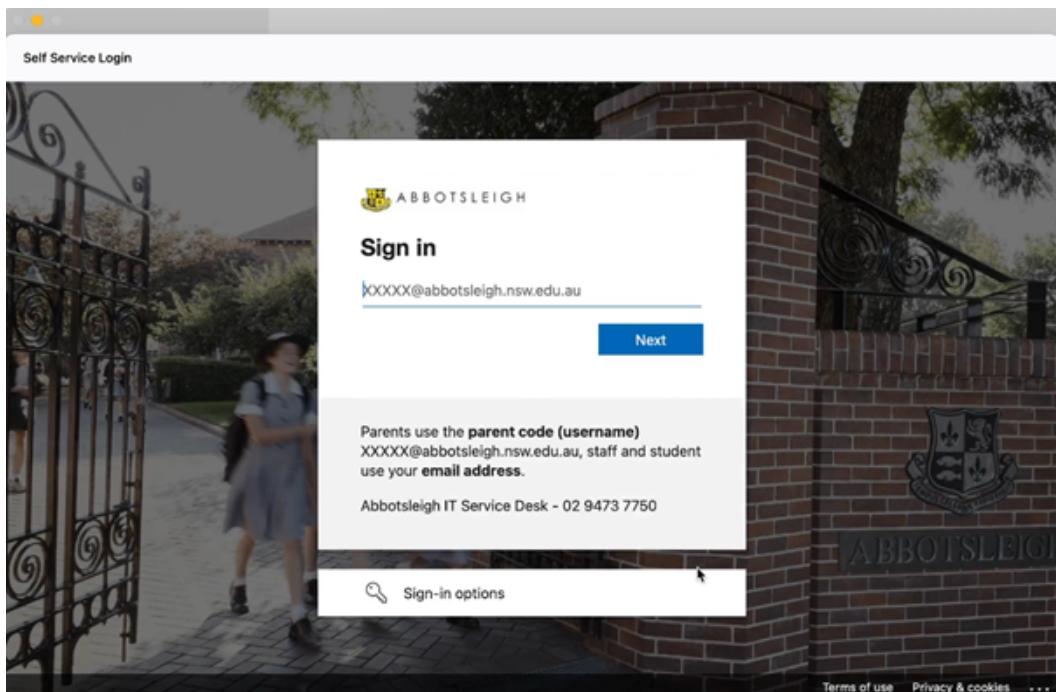


Setting up Abbotsleigh Software Portal

Step 1 Open “Launchpad”. Locate “Abbotsleigh Software Portal”. Click to open.

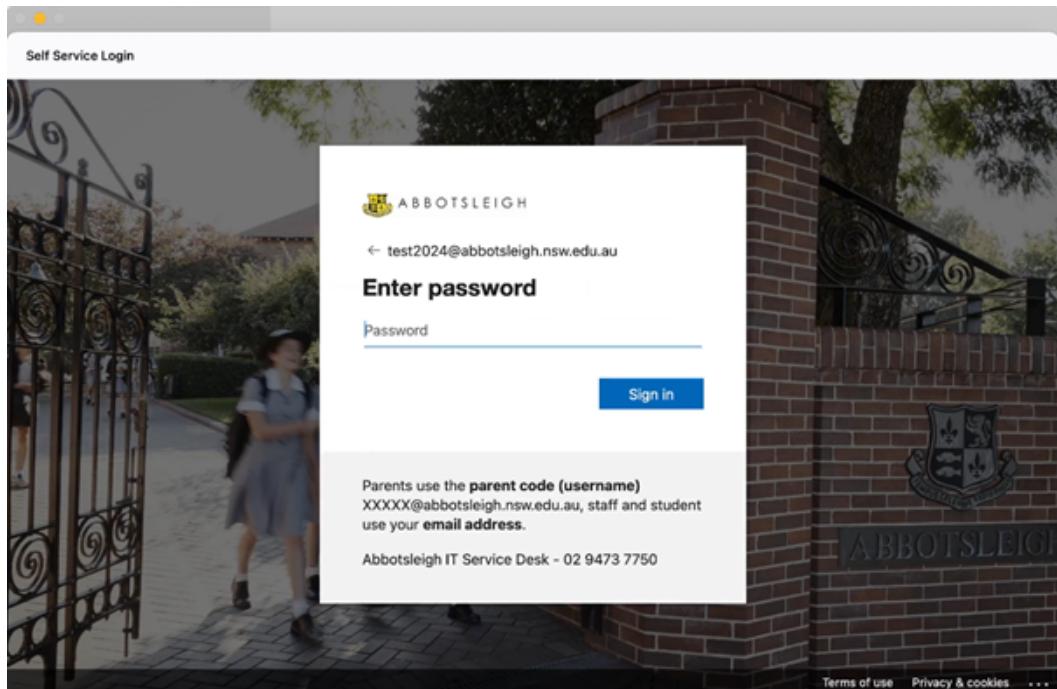


Step 2 Log into Abbotsleigh Software Portal using your Abbotsleigh school email address.



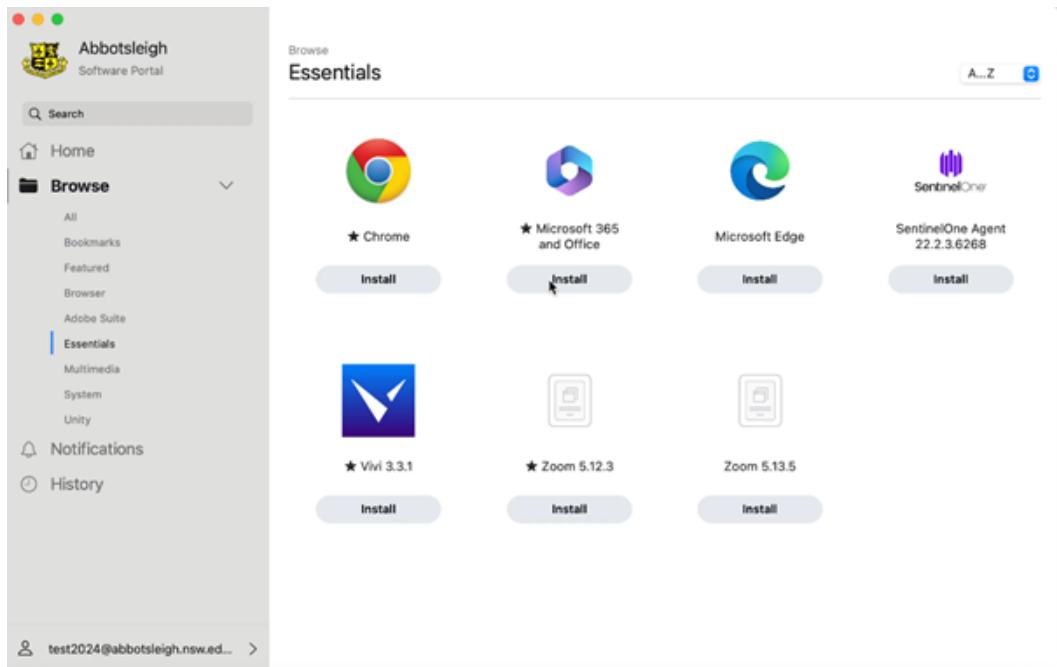
Step 3

Enter your school password.



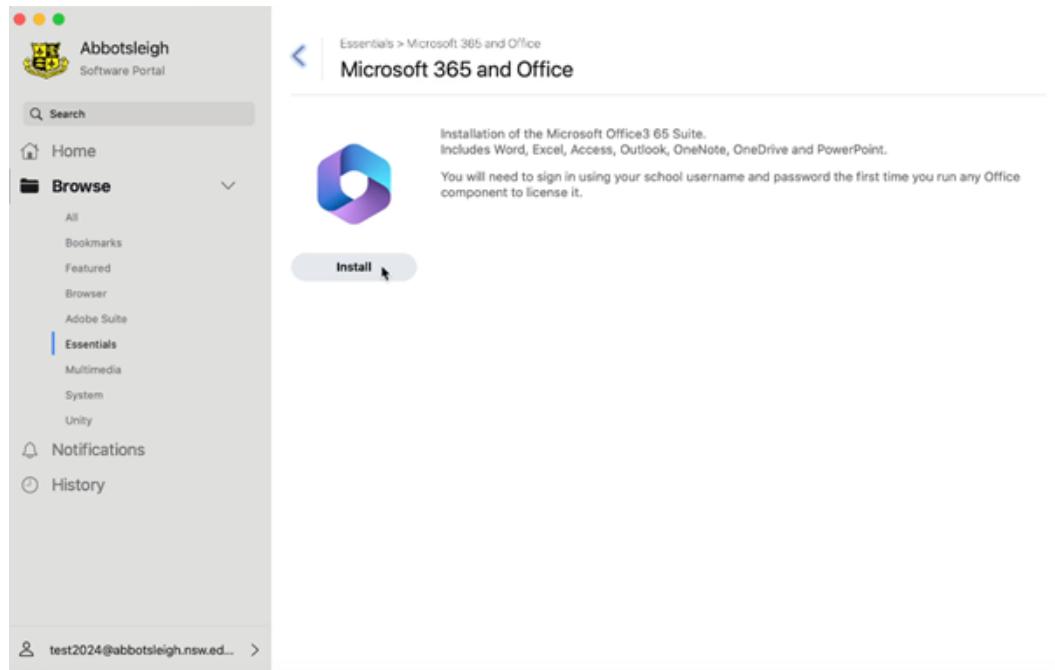
Step 4

If you have a large bandwidth capacity at home, you can download all the essential applications start with “Microsoft Office 365”.

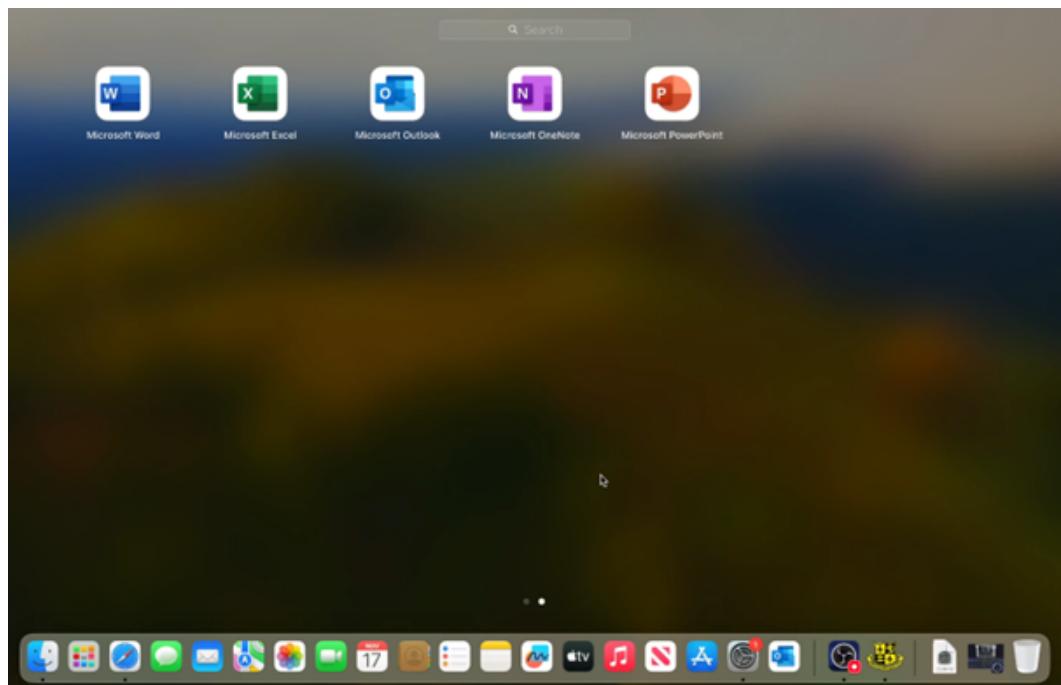


Please note: Microsoft Office 365 will use approx. 1GB of data.

Step 5 Click on “Install” to load Microsoft Office 365 to your device.



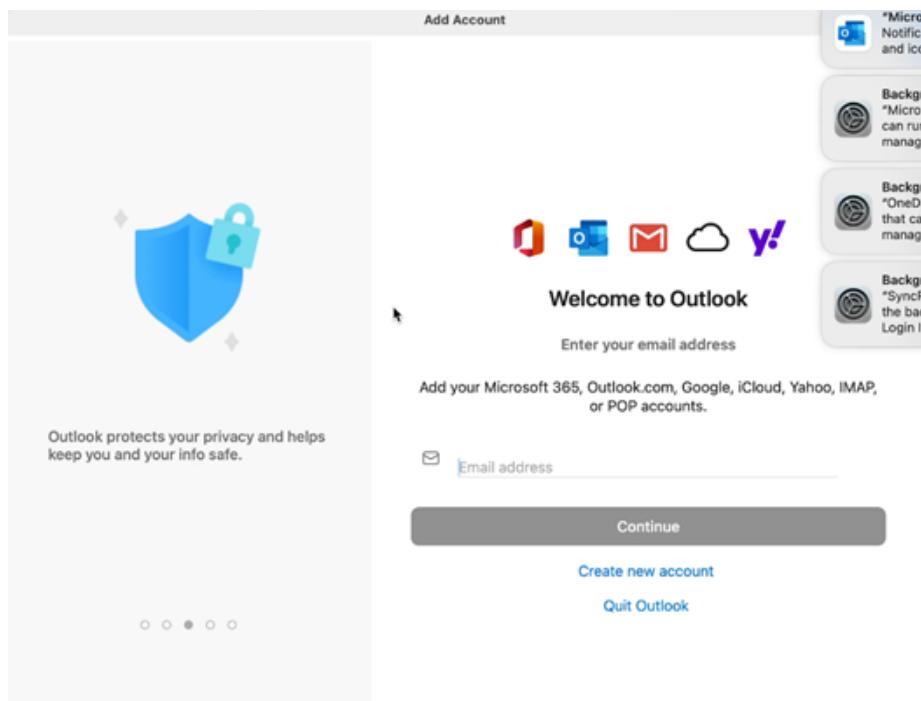
Step 6 Microsoft suite will be downloaded into your “Launchpad”.



Setting up Outlook

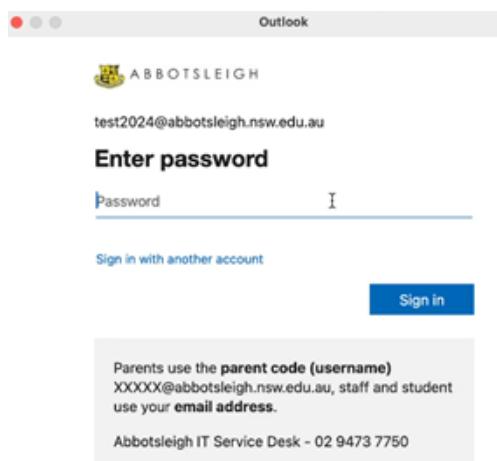
Step 1

Open Microsoft Outlook from launchpad and sign in using your Abbotsleigh school email.



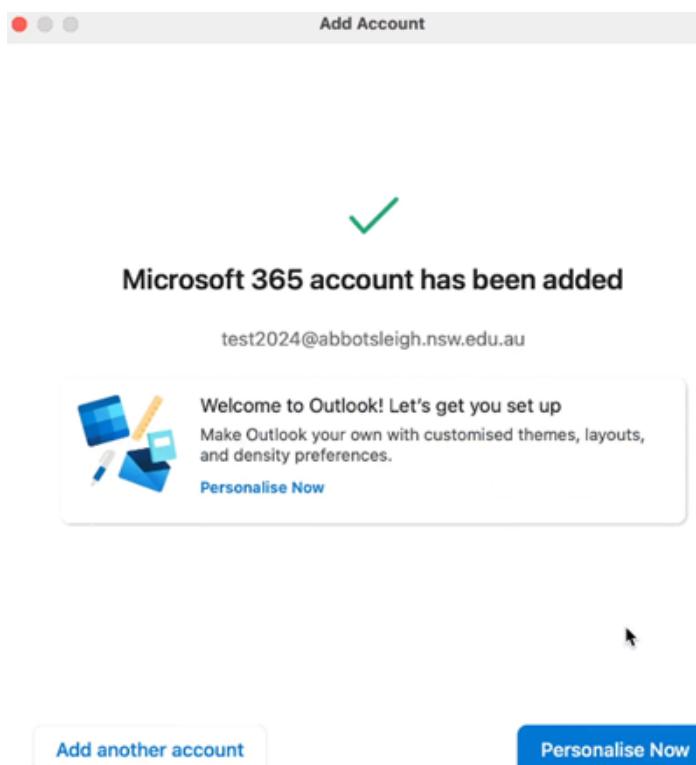
Step 2

Enter your school password.



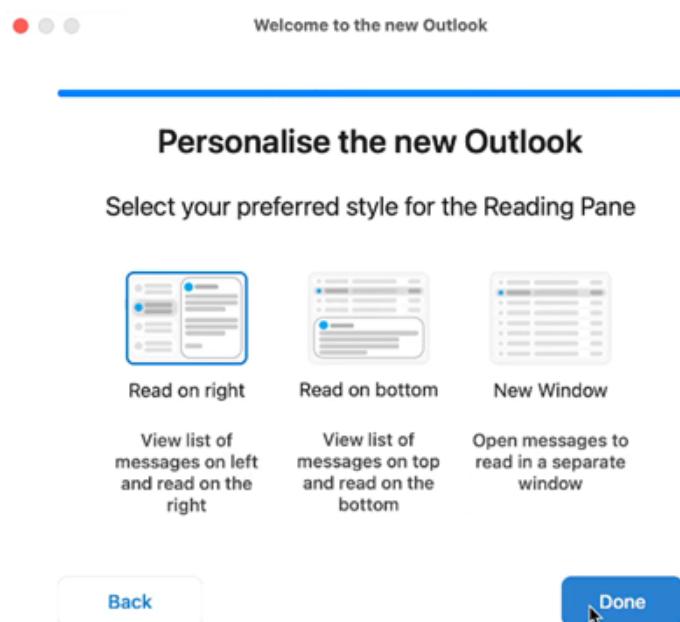
Step 3

Your account has been added and your Office 365 software is now licensed.



Step 4

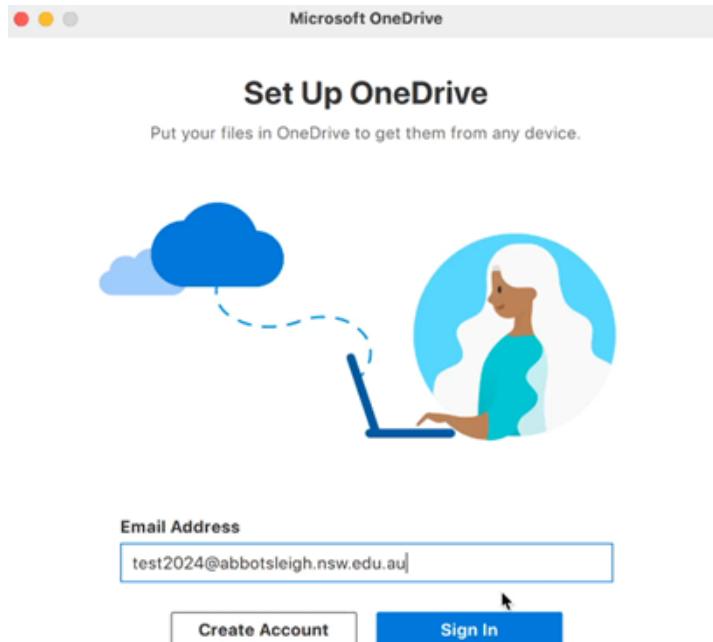
Personalise your Outlook. Click Done. Your Outlook should now begin loading your emails.



Setting up OneDrive

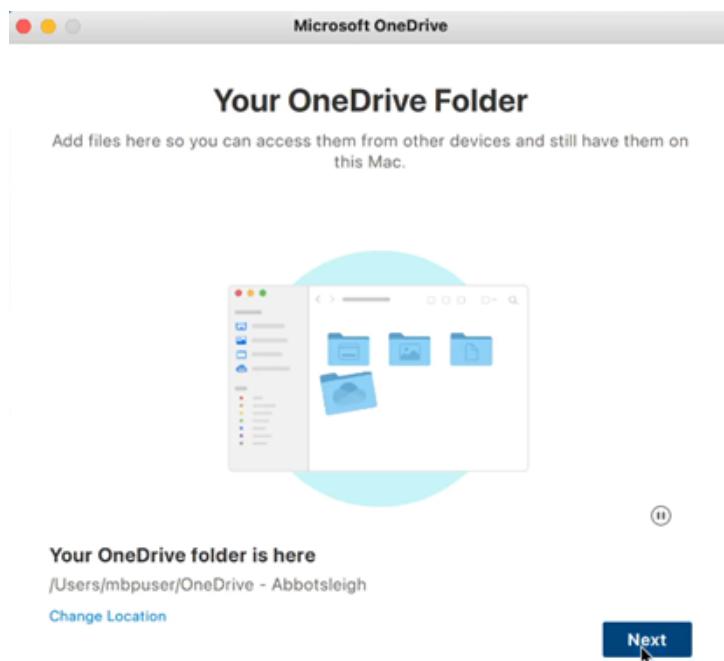
Step 1

Open OneDrive from Launchpad. Sign in using your Abbotsleigh school email and password.



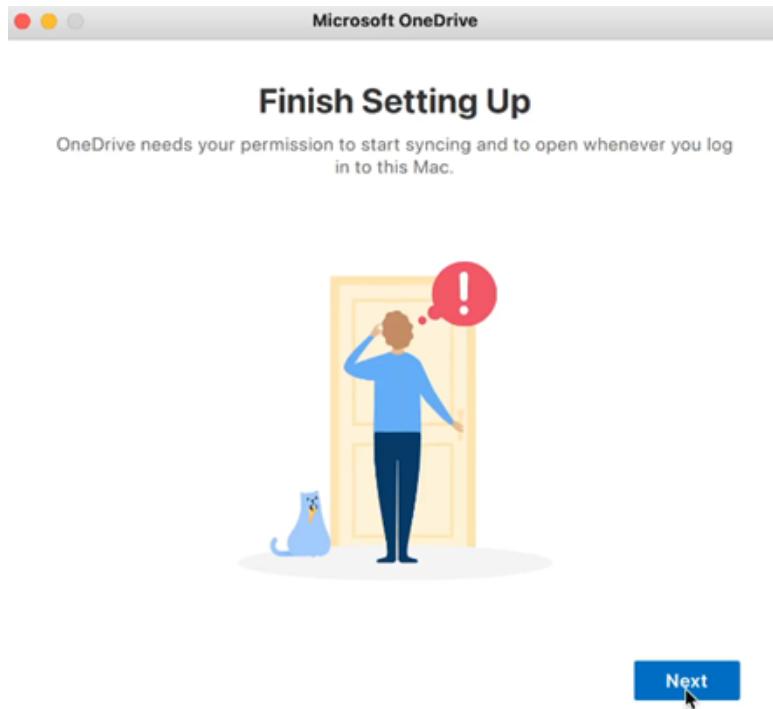
Step 2

Click "Next"



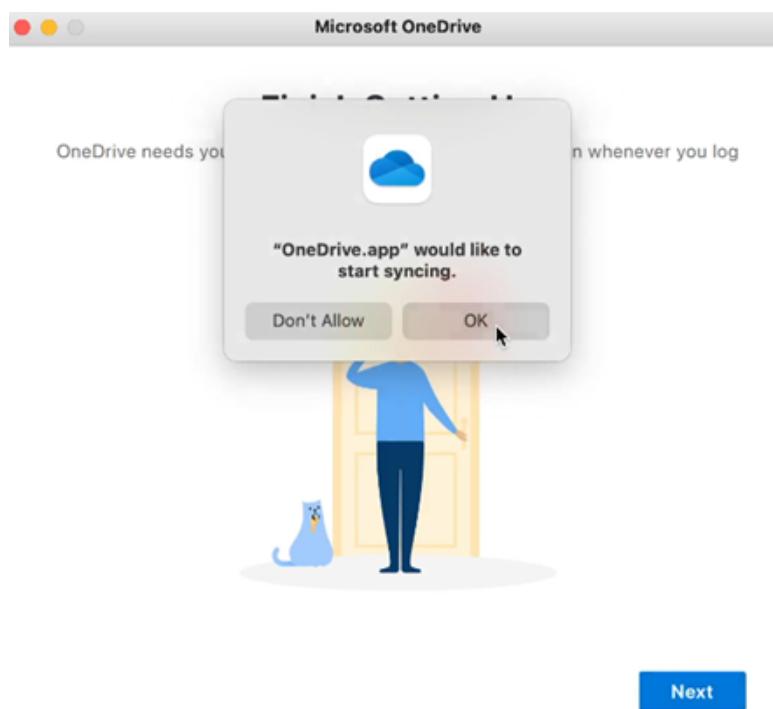
Step 3

Click "Next"



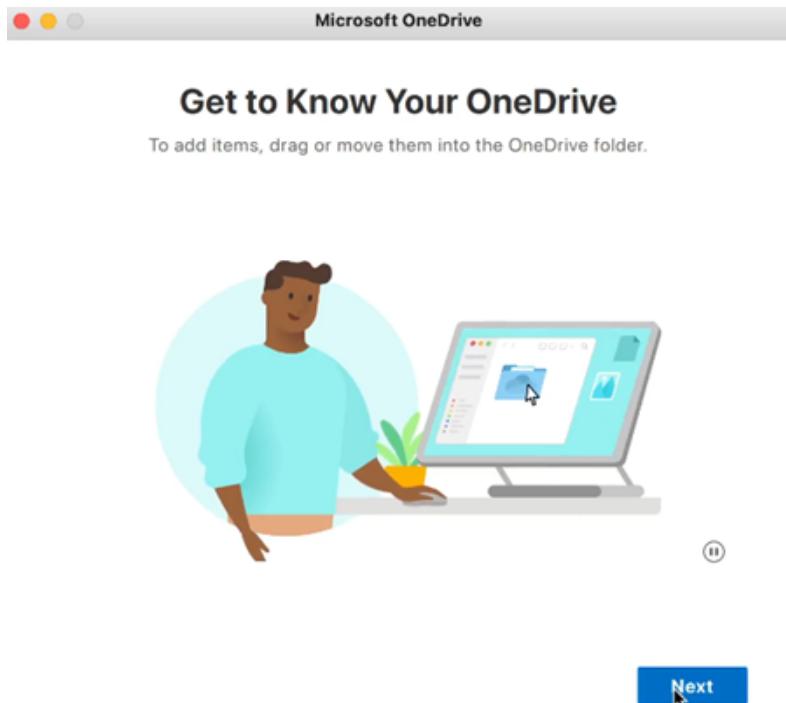
Step 4

Click "OK"



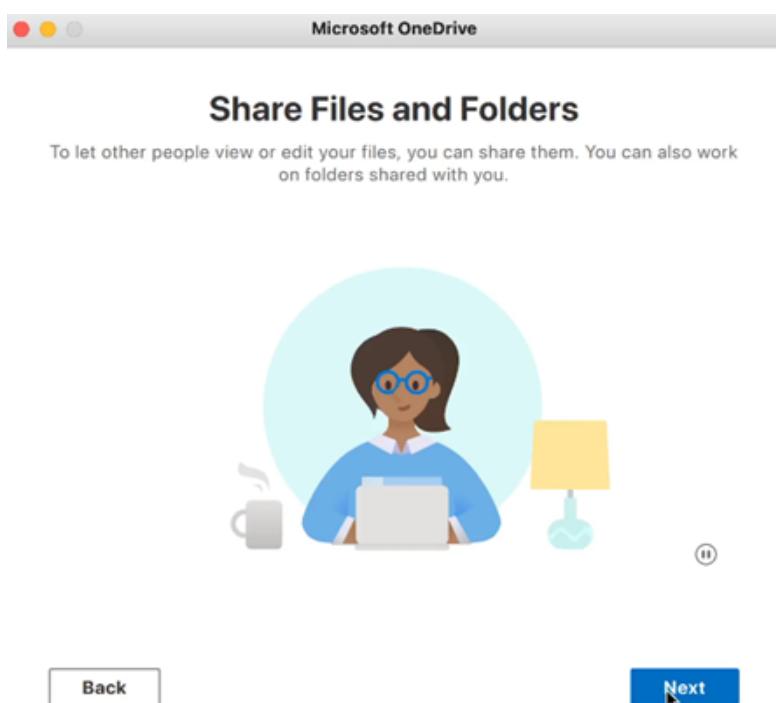
Step 5

Click "Next"



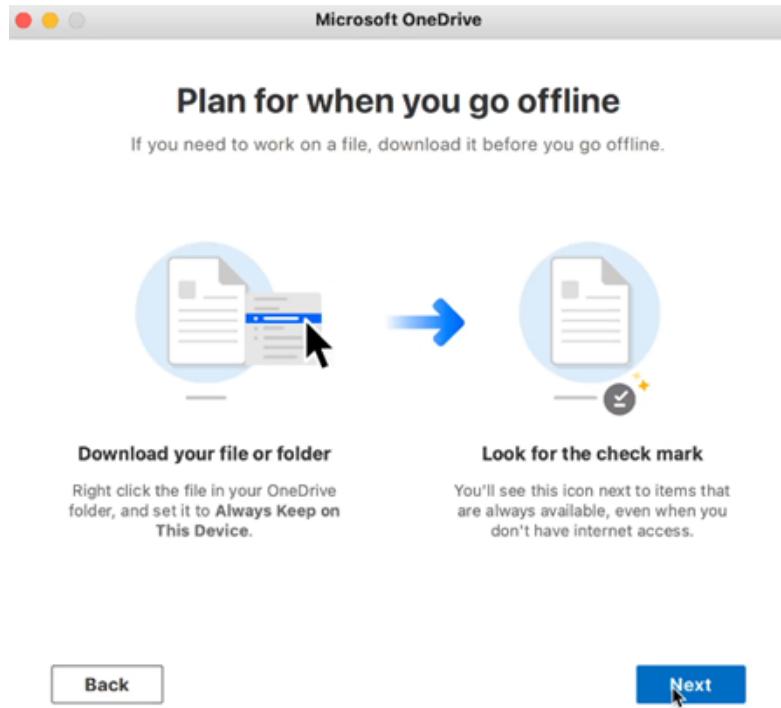
Step 6

Click "Next"



Step 7

Click "Next"



Plan for when you go offline

If you need to work on a file, download it before you go offline.

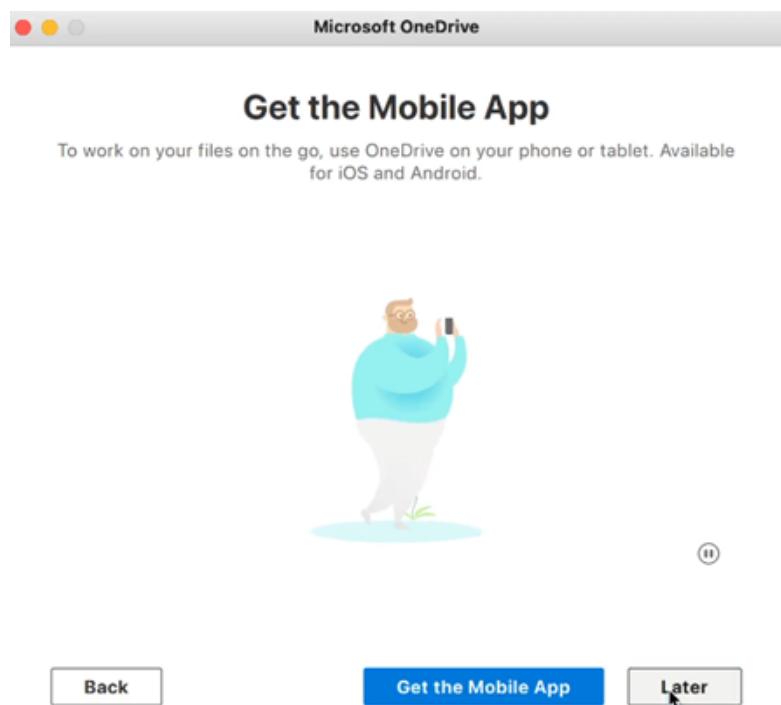
Download your file or folder
Right click the file in your OneDrive folder, and set it to **Always Keep on This Device**.

Look for the check mark
You'll see this icon next to items that are always available, even when you don't have internet access.

Back **Next**

Step 8

Click "Later"



Get the Mobile App

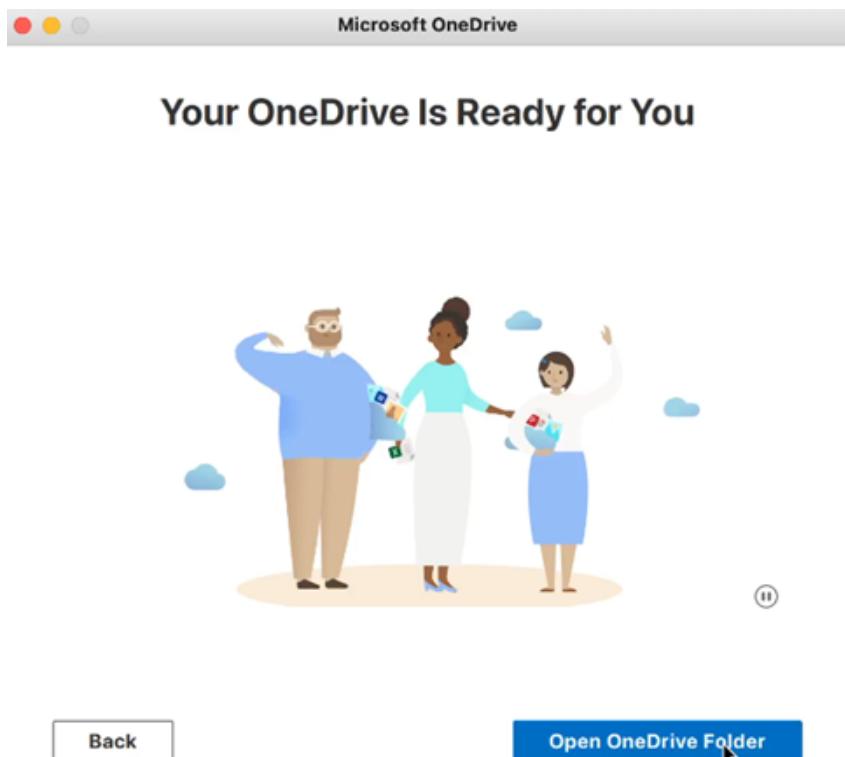
To work on your files on the go, use OneDrive on your phone or tablet. Available for iOS and Android.



Back **Get the Mobile App** **Later**

Step 9

Click “Open OneDrive Folder” to access files.



For Technical support please contact:

IT Service Desk

(02) 9473 7750

onlinesupport@abbotsleigh.nsw.edu.au