

Set up your personal mobile Android device (BYOD) – User Guide

This guide is designed for staff who currently use DCJ applications on their personal Android (non-Apple) mobile device, for example MS Teams and Outlook.

Mobile Application Management policies have now been implemented for BYOD mobile devices who access DCJ applications.

IMPORTANT: The new policies that are being implemented will not enable DCJ to manage users' personal mobile devices or personal applications on those devices. The policies will only affect DCJ applications which are accessed, for example, Outlook or MS Teams.

If you would like to continue to access DCJ applications using your personal mobile device (BYOD), you will need to complete the following steps.

Install Intune Company Portal

For Android device users, prior to accessing any DCJ applications, you **MUST** have the **Intune Company Portal** application installed on your device.

IMPORTANT: You must install the app onto your mobile device, but **DO NOT** sign into it.

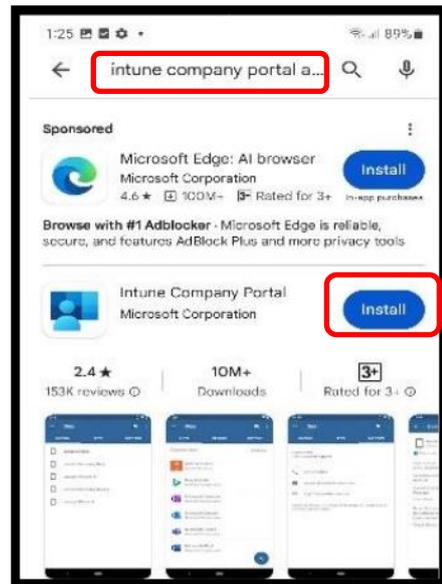
With the way Android mobile devices work, the presence of the **Intune Company Portal** acts as a **broker**, enabling access to DCJ applications.

Install the Intune Company Portal app onto your device, but DO NOT sign into it.

1. On your Android device, from the **Home** screen, open the **Play Store** app.

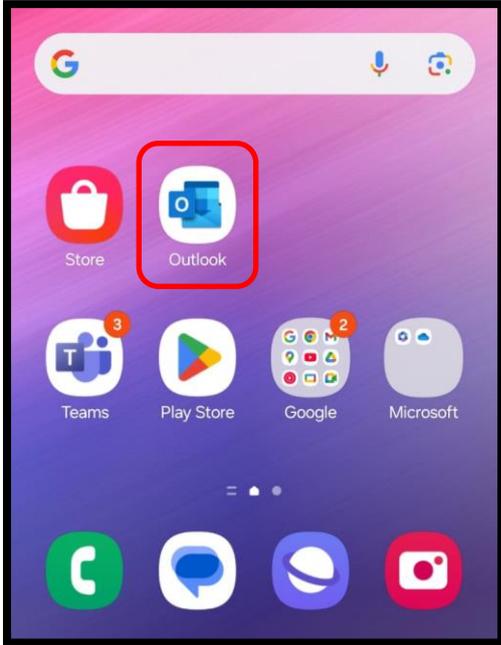


2. Click the **Search** bar and enter **Intune Company Portal** and click **Install**.

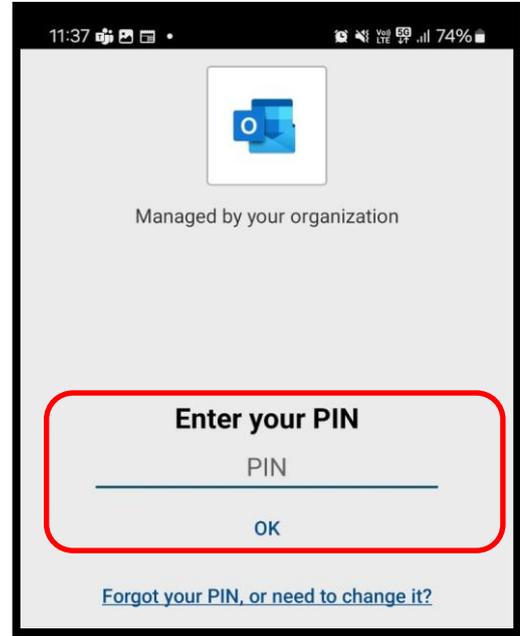


Set up Microsoft Outlook

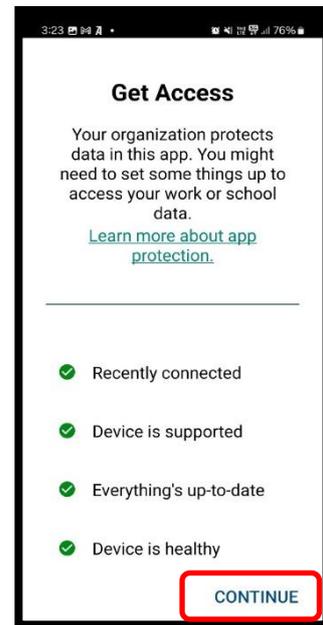
1. Open **Microsoft Outlook** from your personal mobile device.



2. Enter your **4-digit PIN** and click **OK**.

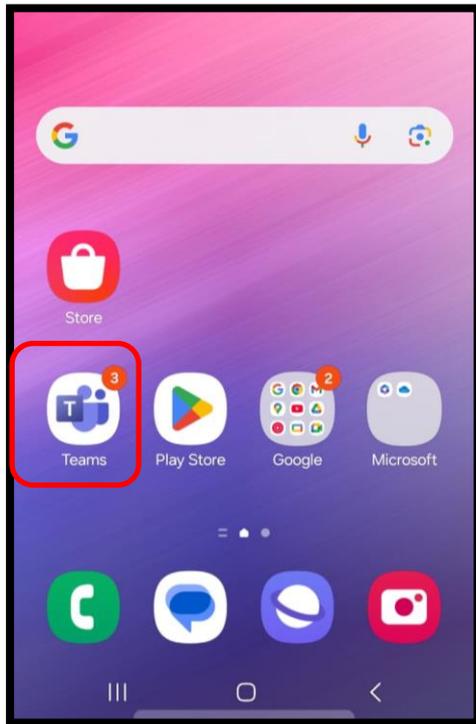


2. Select **Continue**.

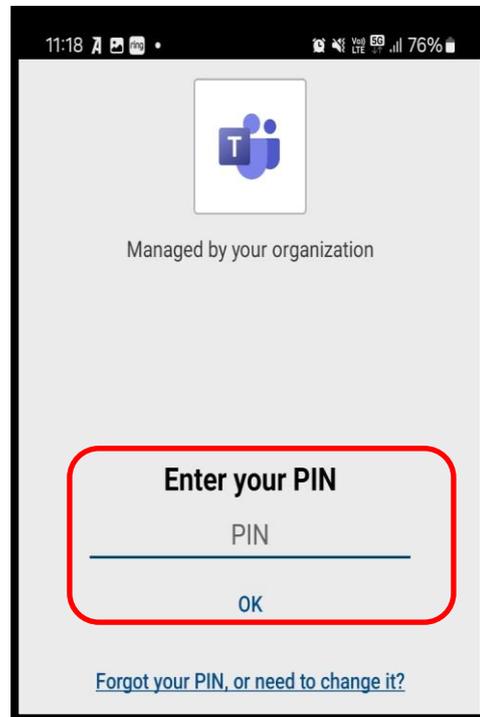


Set up MS Teams

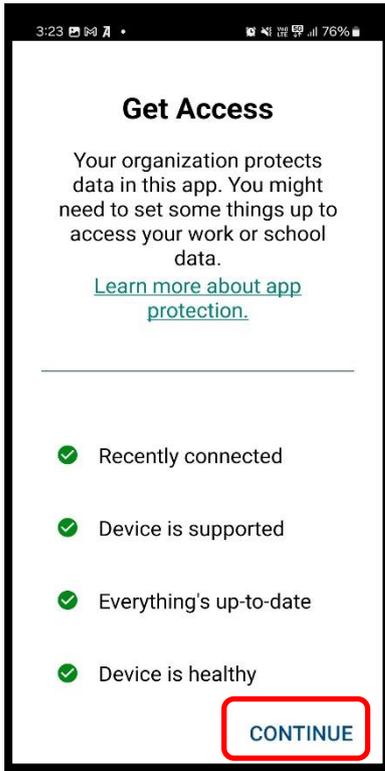
1. Open **MS Teams** on your personal mobile device.



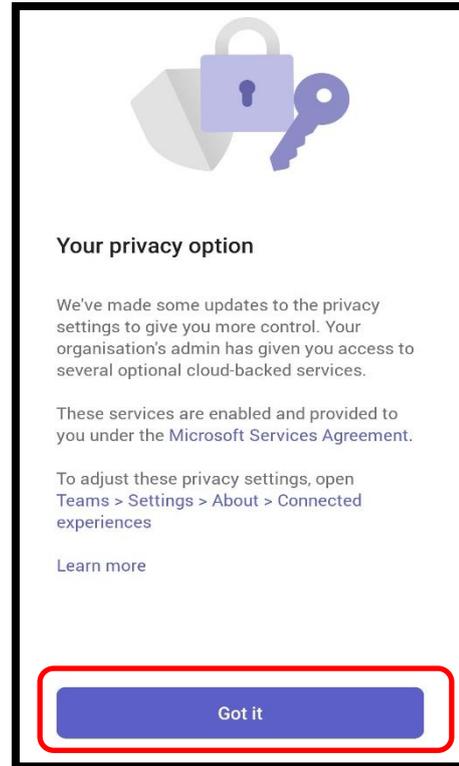
2. Enter your **4-digit PIN** and click **OK**.



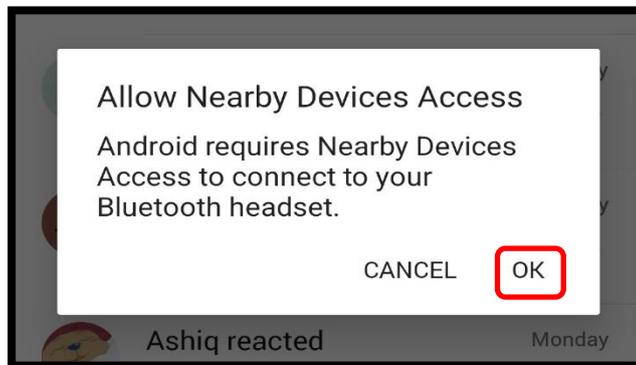
3. Select **Continue**.



4. Select **Got it**.



5. Click **OK**.



SUPPORT

If you require assistance, please contact IT Service Desk on **02 9765 3999** or **02 8688 1111**.