1. Microsoft Intune

1.1. Overview

Microsoft Intune is a Mobile Device Management solution that is designed to keep sensitive data and resources protected. As part of this implementation, enrollment of mobile and tablet devices is a requirement to access Office 365 resources (Email, etc). This guide is designed as a How-To for enrolling mobile and table devices. This guide is not designed as a troubleshooting guide for errors during the enrollment process. This guide also provides instructions on installing and configuring Outlook for email access.

Once enrollment is complete, IT will be able to manage limited aspects of the mobile and tablet devices for protection purposes only. Access to personal apps and data will not be lost and there is no need to manually configure company network or email connections. All private aspect of the mobile and tablet device remains intact and is not accessible by IT. The following is a list of benefits of device enrollment:

- Access the company’s network.
- Access email and other work files.
- Reset mobile and tablet devices to factory settings if it is lost or stolen.
- Automatically configuration of company email accounts.
- Get company apps from the Company Portal.
1.2. Privacy Overview
The following image covers what IT is able to see on the mobile or tablet device:

We care about your privacy

IT cannot see this type of information on your phone or tablet:

- CALL HISTORY
- LOCATION
- TEXT MESSAGES
- CAMERA ROLL
- PERSONAL EMAIL, CONTACTS, AND CALENDAR
- PERSONAL DATA
- WEB HISTORY
- PERSONAL APPS

IT can see this type of information on your phone or tablet:

- OWNER
- MODEL
- DEVICE NAME
- OPERATING SYSTEM
- SERIAL NUMBER
- COMPANY APPS
- MANUFACTURER

Your privacy is important to us!
1.3. Management Overview
The following are security changes of the mobile or tablet device after enrollment is complete.

- Device will be encrypted if it is not already.
- A pin passcode will be enabled if it is not already or does not meet complexity.
- Screen time out (i.e. 5 minutes) and requires passcode to login
- Passcode changes every X amount of days
- Passcode must be minimum length (4)
- Cannot use the last 3 passcodes
- Device security (block apps from unknown sources, require threat scan on apps)

Note: Jailbroken devices are not allowed to enroll

Note: Un-Enrollment of the device removes the security enforcements which allows the device to be set back to the original preferences.

2. Enrollment Instructions

2.1. iPhone Enrollment
Prior to starting the enrollment process charge the mobile or tablet device. If the device is connected to the SLUCare Users wireless network, disconnect to use cellular access prior to starting.

This process is only for iPhone iOS versions 8.1 and higher, do not start this process if the iOS version is less than 8.1. If the iOS version is less than 8.1, upgrade before starting the process.

Note: iPhone screens vary based on OS versions and the screens in this document may not appear exactly as the device being enrolled.

1. Select the App Store from the Home screen
2. Type Intune in the Search bar, select Intune Company Portal
3. Select the download symbol

Note: After downloading the icon displayed is “Company Portal” on the home screen

4. Select Open after the download is complete

5. Enter your health.slu.edu provided email address (example: joe.smith@health.slu.edu) Note: After an email address is entered, selecting the password input redirects to the SLU login.

6. After redirecting to mySLU enter your SLU ID and password (example: smithjb)
7. Proceed to Enroll the device by selecting Begin

8. Select Continue

9. Select Continue

10. Select Enroll
11. Select Install to install the certificate

12. If prompted for a passcode, enter the digits

13. Select Install

14. Select Install to install the profile

Installation Note: Installing this profile will allow the administrator at "https://i.manage.microsoft.com/DeviceGatewayProxy/osmshandler.ashx" to remotely manage your iPhone.

The administrator may collect personal data, add/remove accounts and restrictions, list, install, and manage apps, and remotely erase data on your iPhone.
15. Select Trust to complete the install

16. Select Done to complete the process

17. A passcode is required select Continue to change

18. Enter the current passcode and select Continue
19. Enter a new passcode (Note: Simple passcodes are not allowed, i.e. “1111”). Select Continue.

20. Re-enter the passcode for acceptance. Select Save to complete.

21. Select the device category that best fits. Select Done to continue.

22. If 2 green checks exist at the enrollment screen, the device has been successfully enrolled. Select Continue to proceed.
23. Select Done to complete the process

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Company Access Setup Complete

Your device is now ready to access the Company Portal, internal apps and other company resources.

If you have difficulty accessing company resources, contact your IT administrator for assistance.
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24. Select Apps to display the app selection screen

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Apps

All Apps

Featured Apps

Categories

My Devices

Chad’s iPhone
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25. Browse to Outlook and select the icon

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All Apps

Sort by: Name: Ascending

Phone

Managed Browser

Microsoft Corporation

Outlook

Microsoft Corporation

Saint Louis University Healthcare

Privacy Policy

Feedback

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26. Select to Install Outlook to begin the downloading process.

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Outlook

Microsoft Corporation

Install

Apps will be installed onto: Chad’s iPhone. Tap here if you are not currently using Chad’s iPhone.

Size: 0 bytes

Date Published: 6/8/2017

“**The best email app for the iPhone.”** - The Verge

Meet Outlook for iOS, the app that
27. Select Install when prompted.

28. Return to the Home screen to monitor the download. Once the Outlook icon is solid select it to open.

29. Select “Get Started” on the setup wizard

30. Select “Notify Me”
31. Select Allow to verify the notification selection

32. Select Add Account (Note: Additional accounts can be added later)

33. Select OK at the warning screen to verify data protection and restart the application

34. Outlook installation is now complete. Return to the Home screen and select the Outlook icon to start reading email.
35. Once Outlook is installed, open the applications and select Settings in the lower right corner.

36. Select the Office 365 Account.

37. Enable Save Contacts to allow the Outlook contacts to be used by the OS.

38. Select Save to My iPhone