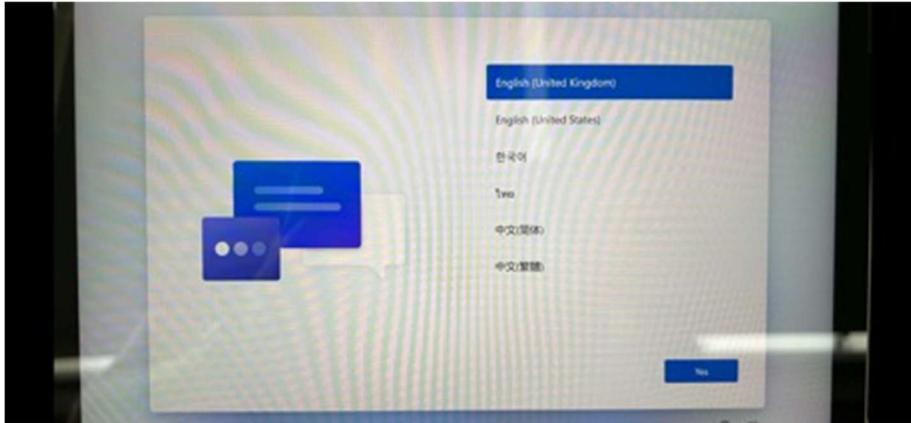


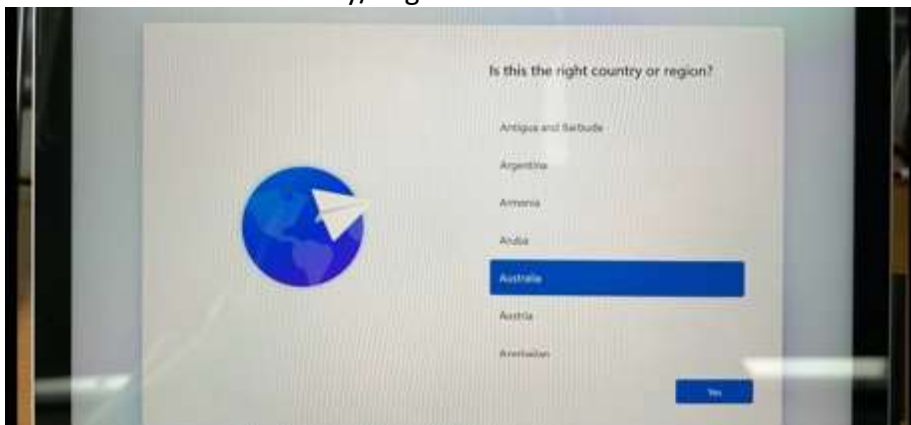
## STEP 1 - Out of the box setup for new BYO Devices

Please note, these setups can differ from manufacturer to manufacturer. If your steps are missing/different, please skim the guide as the step may just be mixed.

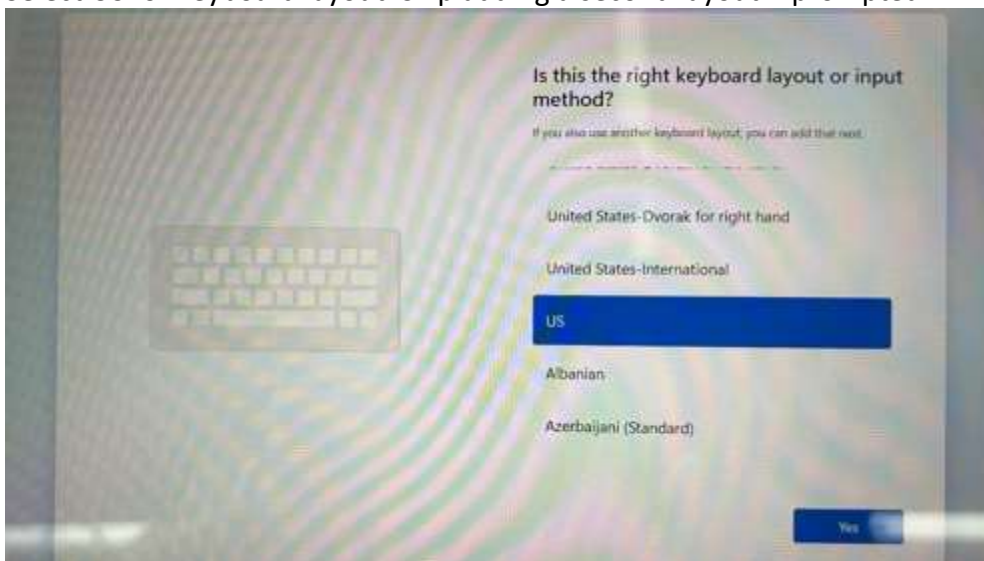
- Select language. English Australian if available, or English UK otherwise.



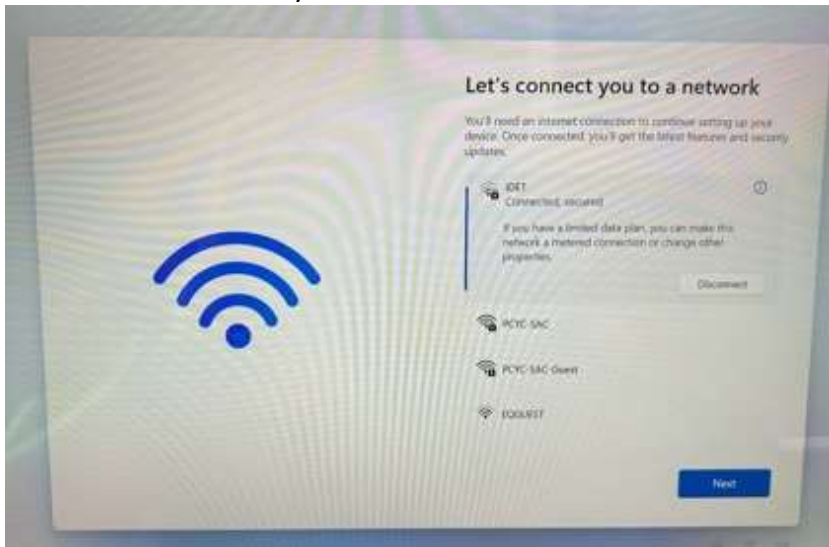
- Select Australia for Country/Region



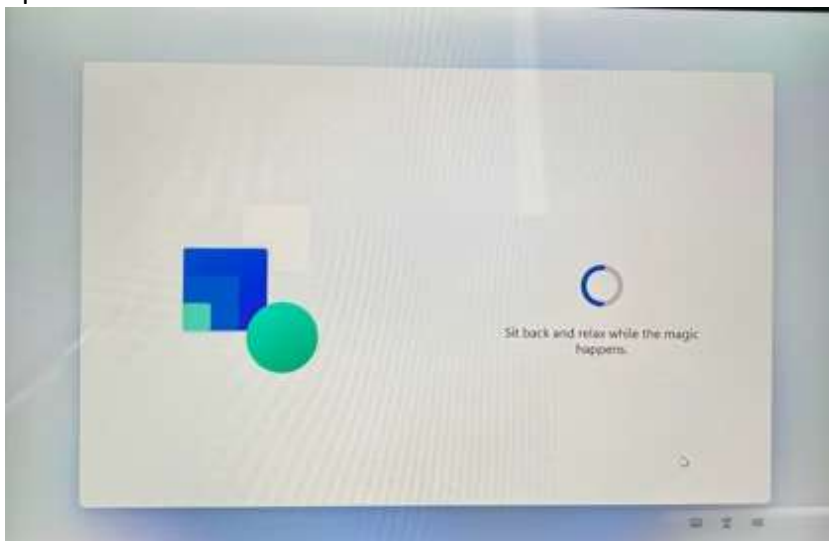
- Select US for keyboard layout. Skip adding a second layout if prompted.



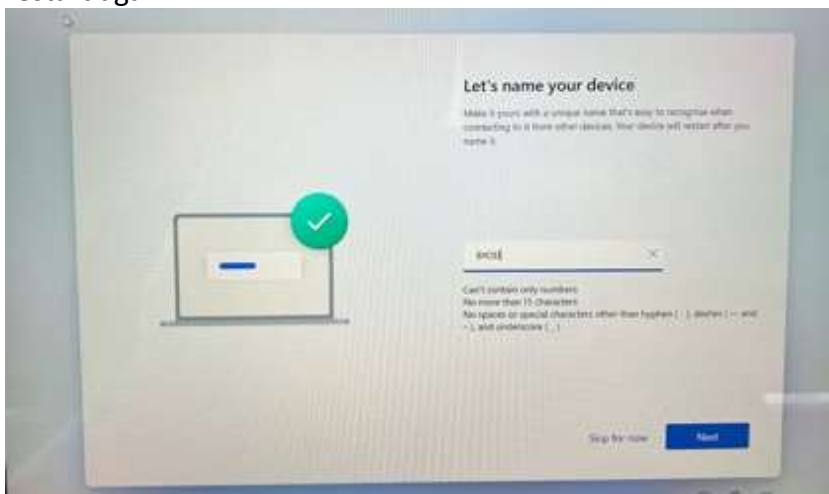
- Select and connect to your home Wi-Fi



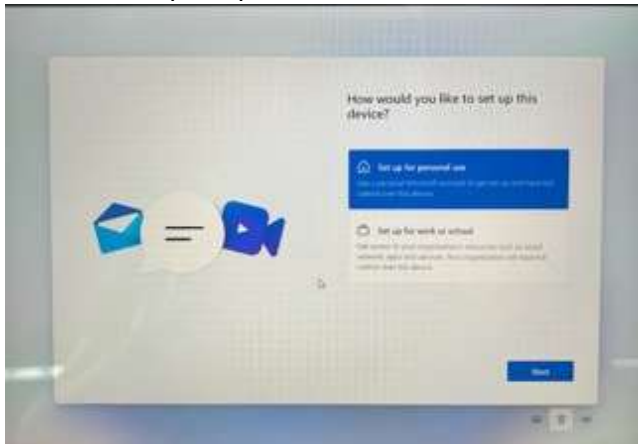
- Your device will collect the latest updates. Device may be restarted to apply these updates.



- Accept the Terms and Conditions and create a name for the device. Device will restart again.

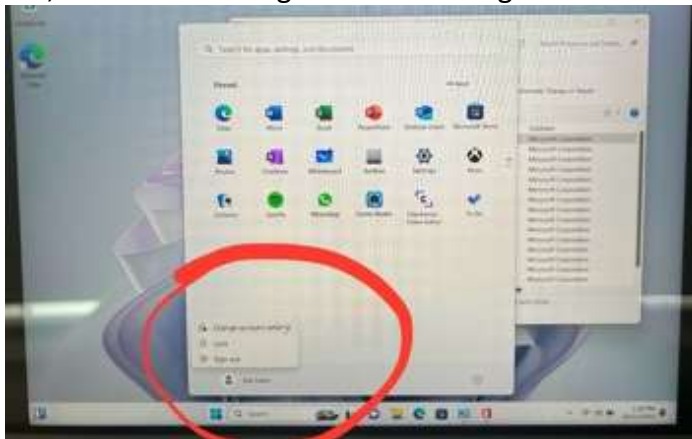


- Select “Set up for personal use”

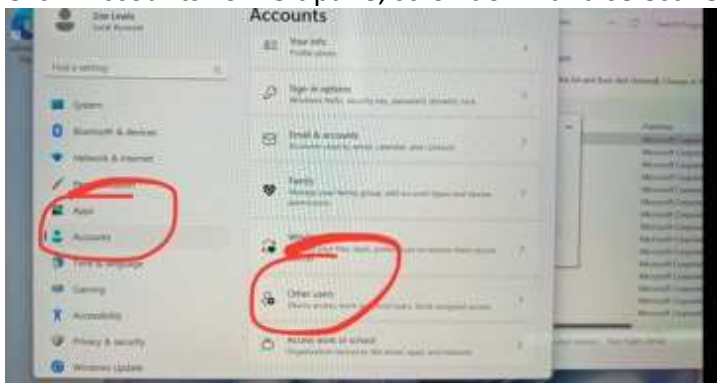


- Sign in with a Microsoft Account. These can be created at [account.microsoft.com](https://account.microsoft.com). It is recommended that you sign in with a Parent’s account (rather than creating one for your student if they don’t already have one) and creating a “Local Administrator account” in settings later. I will go through this later in the document. Select or deselect any features you want. Device will work fine with all of them switched off, but please read them and decide for yourself, however, we recommend deselecting Advertising ID and Tailored Experience.

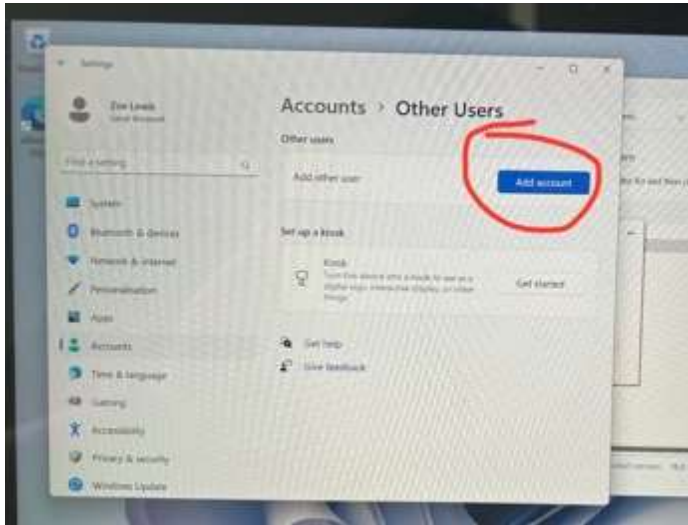
- Once loaded into Windows, open the Start Menu, click your username in the bottom left, and select “change account settings”



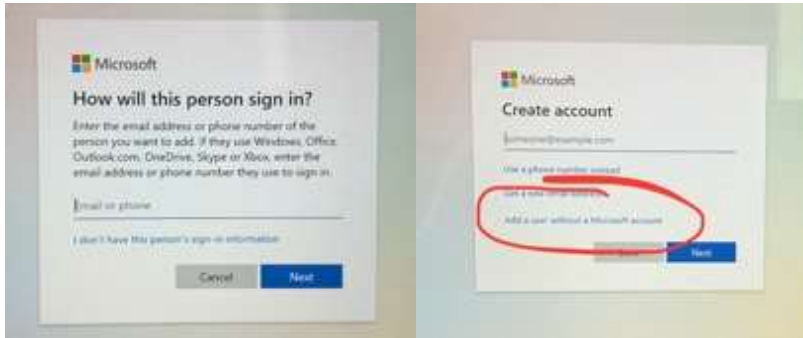
- Click “Accounts” on left pane, scroll down and select “Other Users”.



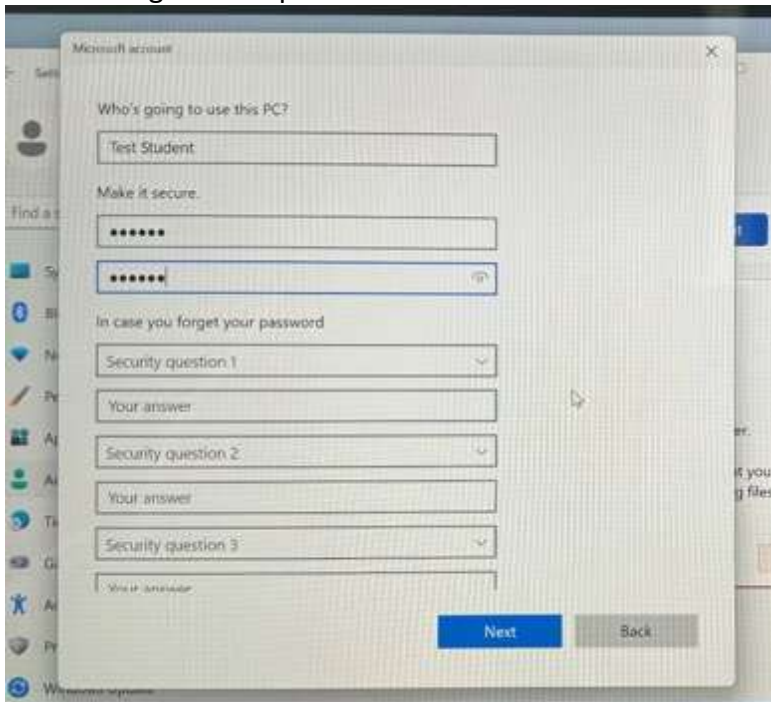
- Click “Add Account”



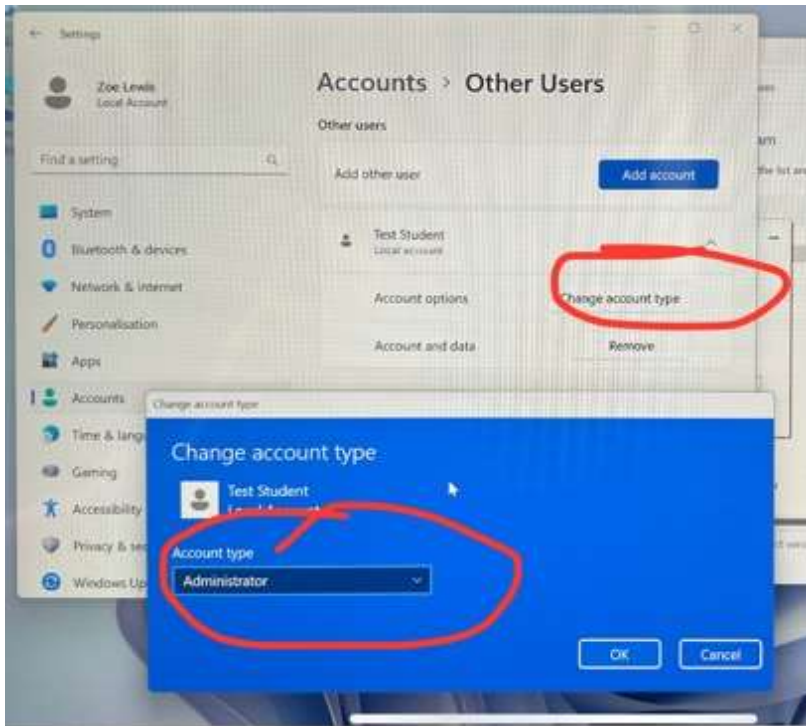
- Select “I don’t have this person’s sign in information”. Select “Add user without a Microsoft Account”



- Create a username, password and 3 security questions which will be used if the student forgets their password.



- NOTE: This step is at the parents' discretion. The student account created will be a standard user. Standard users can use the device perfectly fine, but they will be locked out from installing programs, changing settings, and importantly, will lock IT Support out of 99% of troubleshooting at school if required. To change the newly created student account to an Administrator Account, select "change account type" and select Administrator from the list.



From here, please restart the device, log in as the student and follow the next guide for getting device prepared for school next year.