



BEFORE ON-BOARDING: CHECKLIST

- Are the username and password current?**
- Is the user a local administrator on the device?**
Please note: The user must have administration privileges on the device at the time of onboarding. Once on-boarded, these permissions can be removed.
- Does the device meet the requirements in the *BYOD Information Booklet* document?**
- Is the operating system a genuine licenced copy?**
Please note: A non-licensed device will not be supported.
- Is the machine been fully updated with the latest Windows/Macintosh updates?**
- Is the wireless adapter set to automatically detect proxy settings?***For further information, please see School System Technician .*
- Is the time zone set to *UTC+10 Brisbane (Windows)* or *Australian Eastern Standard Time – Brisbane (Mac OS X)*?**