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)?