Android Enterprise Enrollment Instructions

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Verify the operating system on your device is supported

Please visit the mobile solutions website here to confirm your operation system is currently supported.

Manufacturers officially supported: Samsung phones

First swipe up on the home screen. Then tap the **Settings** icon.



Scroll down and tap **About phone**. Scroll down and tap **Software information**.

The current version is listed next to Android version.

If your version is not supported as per our site.

See the <u>Appendix</u> section for steps to update to the supported version before continuing.

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One UI version	
Android version	
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Kernel version 4.4.153 #2 Tue Oct 1 15:24:56 KST 2019	
Build number PPR1.180610.011.G950USQS6DSJ1	
SE for Android status Enforcing SEPF_SM-G950U_9_0003 Tue Oct 01 14:56:55 2019	
Knox version Knox 3.2.1 Knox API level 27 TIMA 3.3.0	
Service provider SW ver.	
	<

Set up a device passcode

Setting up a device passcode automatically enables data protection (encryption) and is required before using MSK Mobile. Follow the steps below to set up a passcode if you haven't done so.

Swipe up on the home screen. Then select the **Settings** app.



Scroll down and tap, Lock screen.

Not tap, Screen lock type.

Select PIN.

Enter a 6-digit PIN and tap Continue.

Confirm PIN and tap **OK**.

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Remember this PIN. If you forget it, you'll need to reset your phone and all data will be erased.

Enter the PIN again to confirm it.

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Encrypt your device

Swipe up on the home screen.

Then tap the **Settings** icon.

Scroll down and tap Biometrics and security.

Scroll down and tap Secure startup.

Tap Require PIN when phone turns on and Apply.

Enter your device passcode and tap NEXT.

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Battery, Storage, Memory	App permissions	
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Accessibility	Lookina for somethina el	se?
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< Secure startup	Set PIN	
You can further protect this phone by requiring your PIN to be entered before the phone starts up. This helps protect your data if the phone is lost or stolen. Some apps may require Secure Startup according to Device encryotion policies for access to	Remember this PIN. If you for to reset your phone and all da	rget it, you'll need ita will be erased.
features, such as email sync.	Enter the PIN again to	confirm it.
You will not receive any calls, messages, or notifications, and alarms will not sound, until the phone has started up.		
If you forget your PIN, you won't be able to access or recover any of your personal data	Cancel	ОК
stored on this phone. You also won't be able to unlock your phone using Find My Mobile.	1 2 авс	3 DEF
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Register your device to receive an enrollment token email

On the top navigation bar select **Support**.

- An enrollment token is required before enrolling your device to access your MSK mail account and other resources.
- Your enrollment token is valid for 5 days. Once it expires, you need to re-register your device to receive a new enrollment token.
- Each enrollment token is valid for enrolling a single device. To enroll additional device(s), you must repeat the steps below.

Log onto the <u>Mobile registration site</u> with your MSK credential. Currently this site is not supported on Apple MacBook. You can either access from your MSK VCD or Windows Desktop	(a) Memorial Shan Kettering Gaucer Center
	username
	password
	MSKCC.ROOT.MSKCC.ORG
	Sign in
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Memorial Sloan Kettering MSKoffice Apps	For You Support	
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S Call 646-227-3337	Email techspot@mskcc.org	

Locate and tap on Add a device.	Memorial Skan Kettering MSKoffice Apps For You Support Cancer Center	DF
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You will have two options. You can generate an on-screen token or have one emailed to you.

To generate an on-screen code tap on **Generate QR code**

Skip to page 11 to continue

Manage Devices	
To add a new device	
 Go to GetWSONE.com on your device and download ti Use the QR code reader to start registering your device 	he app. e.
Generate QR code	
OR	
If you do not have your device with you, we can email or with instructions for later use.	send a text messag
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Manage Devices To add a new device 1. Go to GetWSONE.com on your device and download 2. Use the QR code reader to start registering your device	the app. :e.
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Manage Devices To add a new device 1. Go to GetWSONE.com on your device and download of 2. Use the QR code reader to start registering your device Generate QR code OR	the app. .e. r send a text messa

To generate a token to be sent to your MSK email.

Select the email radio button.

Enter your MSK email. [Only MSK email is supported]

Text Message option is currently not supported

Skip to page 11 to continue

Manage Devi	ces
To add a new device	
1. Go to <mark>GetWSONE</mark> 2. Use the QR code	.com on your device and download the app. reader to start registering your device.
Generate QR c	ode
	OR
If you do not have y with instructions for	OR our device with you, we can email or send a text message later use.

Enroll your device with Workspace ONE Intelligent Hub

On the home screen swipe up and locate the **Google Play Store** app.

Then, search for Intelligent Hub and install it.



Locate the newly downloaded Hub app.

You will now be given two authentication methods: **QR Code** and **Email Address.**



Enrollment with QR Code

This is the easiest and preferred enrollment method.

Allow the app to take a picture of the QR code from your enrollment email and follow on-screen instructions.

Sample QR Code. Do NOT Use!



Tap **QR CODE** and tap **OK** when prompted to allow use of the camera to scan the QR Code.

Then, scan the code from your enrollment email under <u>Option 1</u>.



Enrollment with Email Address

Enter your MSK email address

you will be prompted to enter the token code from your enrollment email to proceed. Option 2



Determine whether the device being enrolled is **MSK owned** or **Personal** and select accordingly

When selecting **Corporate Owned [MSK owned]** you may be asked if this is a shared device. At this point select **Corporate - Dedicated.**

Review the Terms and Conditions and tap Accept.

Review the privacy settings and tap I Understand.

Review the data sharing settings and tap I Agree.

Now we are ready to **set up your work profile**. Tap, **Agree**.



At this point, your device has been enrolled into MSK Mobile successfully.

When prompted decide whether you would like a shortcut to our privacy settings on your phone.



After some time, you will be notified of a connection request.

Tap, **OK.** This will be needed to access **MSK resources.**

Step 3: Access your MSK mailbox

Swipe up on the home screen. Then on the bottom, tap **Work.**



Tap the **Gmail** icon.

Tap Got it



Play Store

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New in Gmail All the features you love with a fresh new look

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Hub

PingID

Step 3: Access your MSK mailbox

Enter your MSK password and tap NEXT.

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 Erase this user's data on this phone without Set password rules
 Control the length and the characters
 allowed in screen lock passwords and
 PINs. Monitor screen unlock attempts Monitor the number of incorrect password typed when unlocking the screen, and lock the phone or erase all this user's data if too many incorrect passwords are typed. Lock the screen
 Control how and when the screen locks. Set screen lock password expiration Change how frequently the screen lock password, PIN, or pattern must be Activate Cancel 6 III O <

Tap Review Permissions

Under Activate device admin app, tap ACTIVATE.

Step 3: Access your MSK mailbox

Tap **ALLOW** when prompted for the below:

- "Allow Gmail to access your contacts?"
- "Allow Gmail to access your calendar?"



Tap **Done.** Then tap **Next**.

Тар **ОК.**

Your mailbox should begin syncing. This may take several minutes to complete before you will have full access to your mailbox.



Validation

- From your device, send yourself an email and confirm receiving it on your device and in Outlook.
- If you encounter any error, please contact the Help Desk at 123-3337 or 646-227-3337.

Step 4 (Optional): Download and install recommended apps

It is highly suggested to download and install the apps listed below from the MSK app catalog to avoid interruption when accessing various types of email attachments.

RecommendedInstalls	Purpose
Adobe Acrobat Reader	Required to open PDF attachments
Google Contacts	Required to access MSK contacts
Google Photos	Required to open photo attachments
Microsoft Excel	Required to open Excel attachments
Microsoft PowerPoint	Required to open PowerPoint attachments
Microsoft Word	Required to open Word attachments
VLC for Android	Required to listen to voice mail attachments

Swipe up on the home screen. Then on the bottom, tap **Work**.



Duo	G Pay Google P	ay Play	Movies & TV	Samsung Health
SmartThings	Hub)		
Pen	sonal			

Tap the Hub App



Step 4 (Optional): Download and install recommended apps

Tap the **Apps** tab to find applications licensed by MSK for employee use.

Here you can navigate by categories or search by name on top



Appendix

How to update your phones operating system

Swipe up on the home screen.

Then tap the Settings app.



Scroll down and tap System updates.

If an update is available, tap **INSTALL NOW.** Otherwise, tap **Check for system updates**.



Appendix

How unenroll your device

Locate and tap the Hub App.

Tap, Support.

Select the device you want to unenroll.

Tap, Enrollment.

Tap, Unenroll Device.

Tap, Unenroll.

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