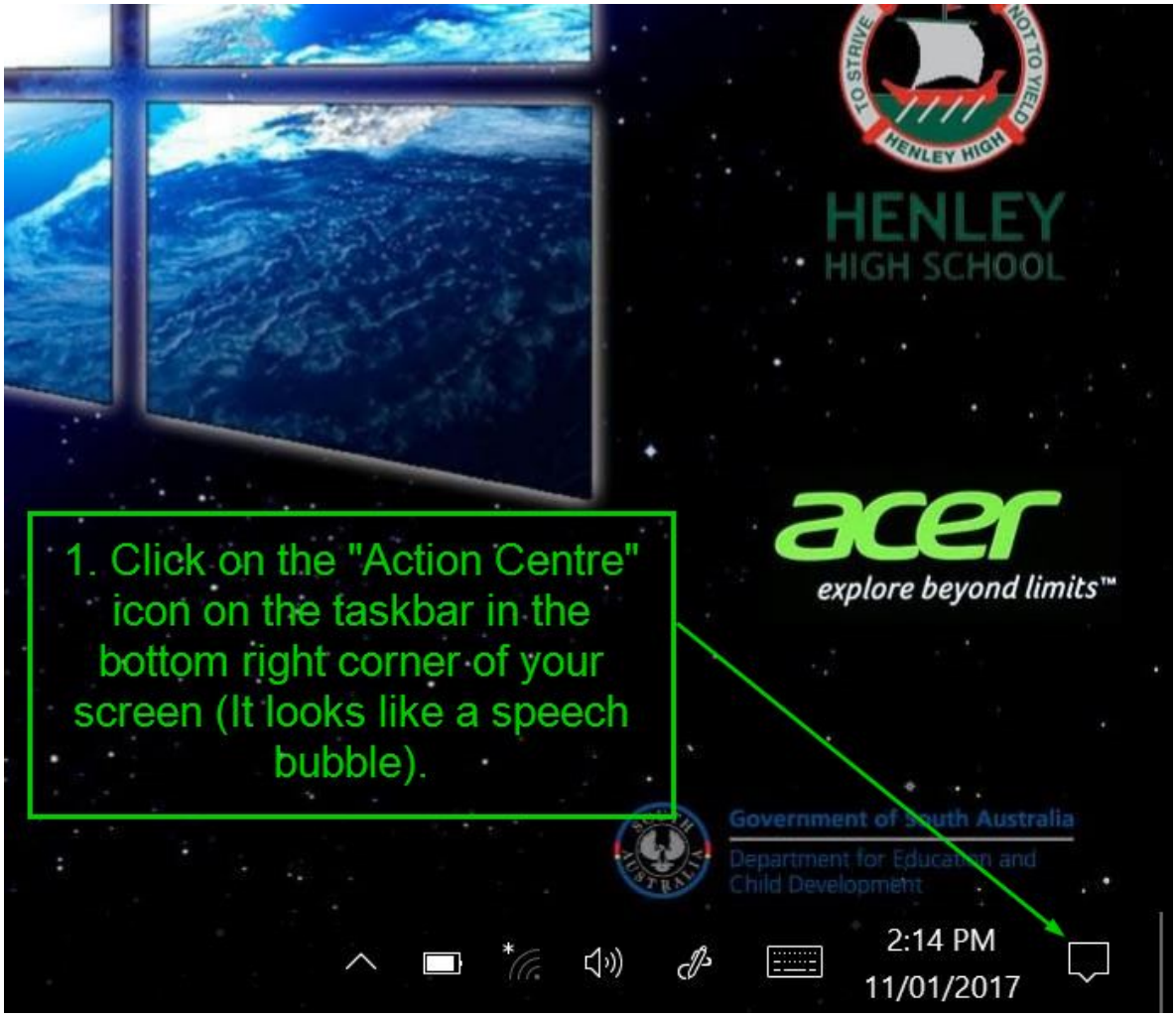
How To Join Henley High School Azure AD (Windows 10 - 1607)

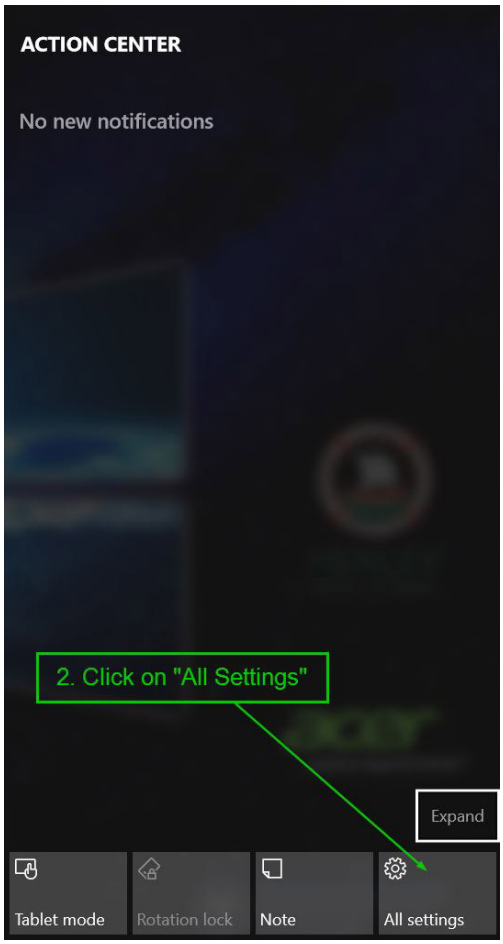
To join Henley High School Azure AD, please follow the steps below.

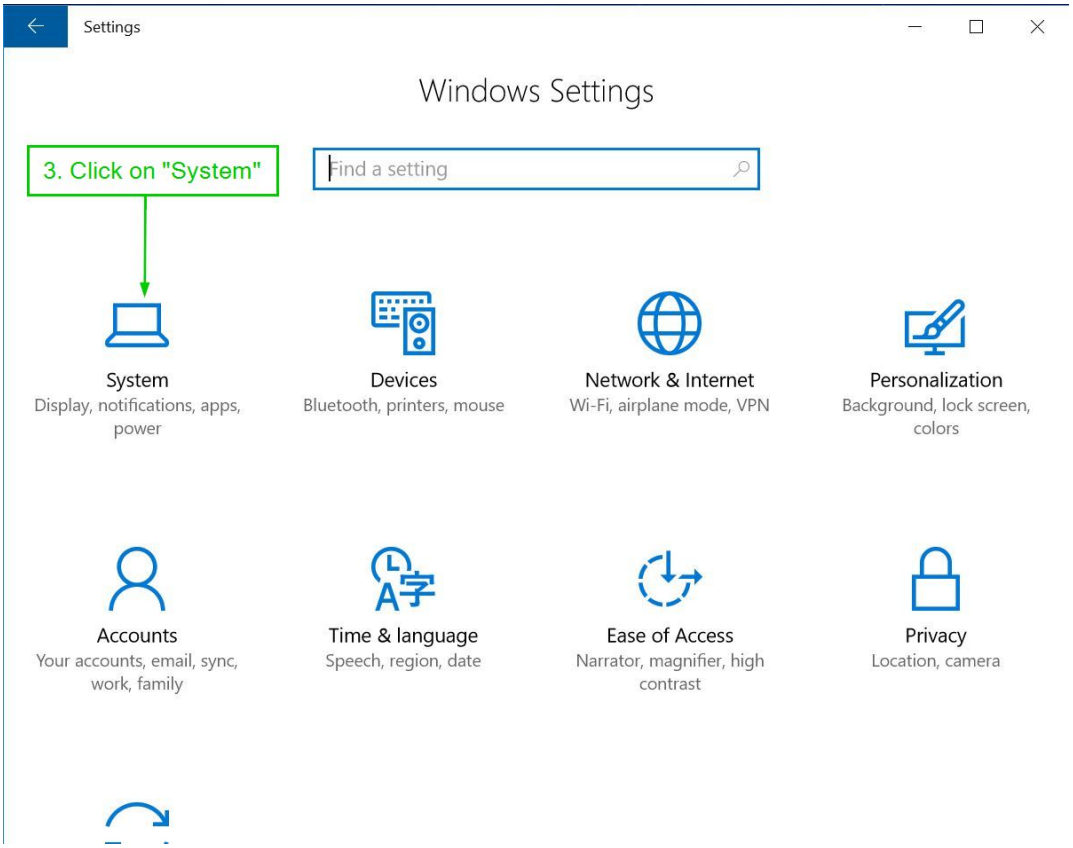
Some of the benefits of joining include single sign on (which allows you to automatically sign in to the internet and certain applications), automatic configuration of some applications and the ability to provide school related apps to you that will assist with class activities.

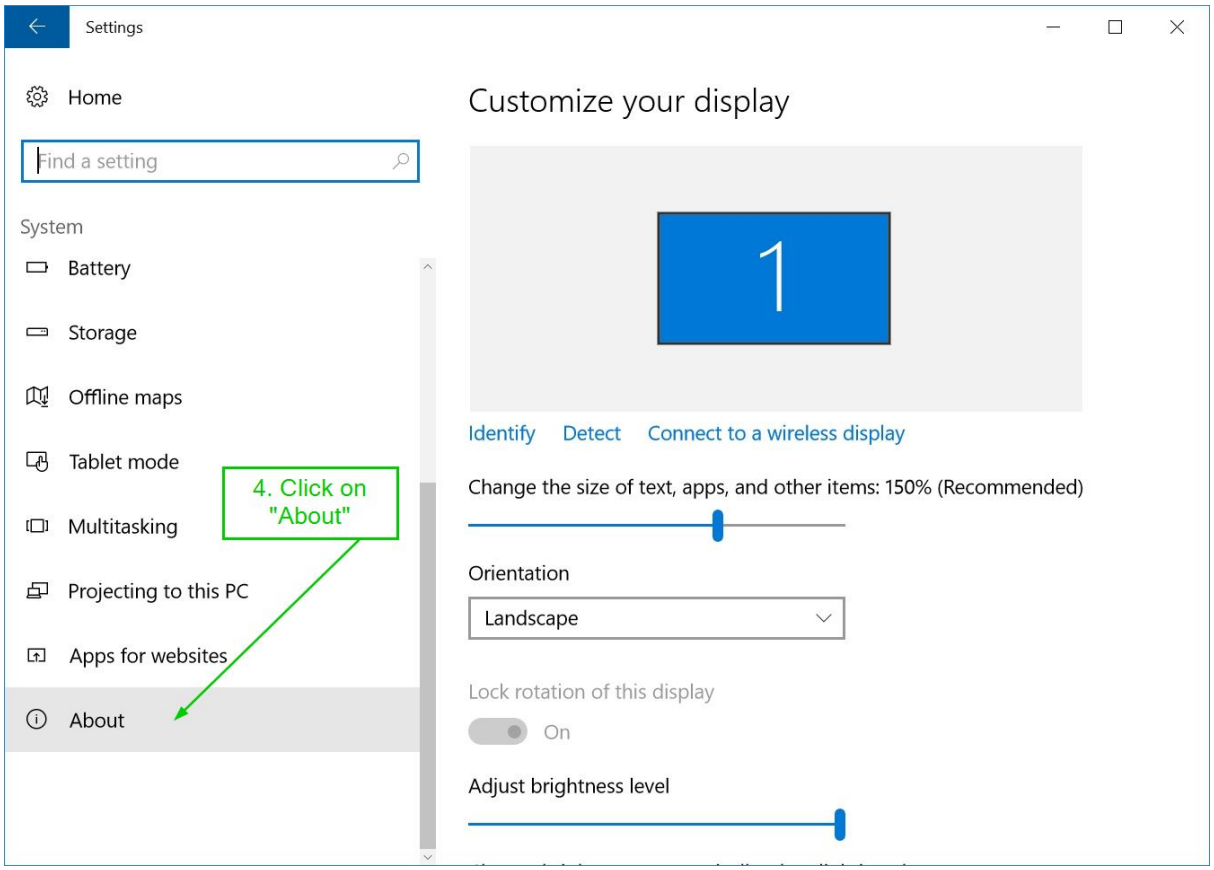
Before joining your PC to Azure AD, it is advised to change the name of your PC to match the asset label found on the underside of your laptop. The Sticker will look like the one pictured on the right. (The 4 digit number will be different on your particular laptop).

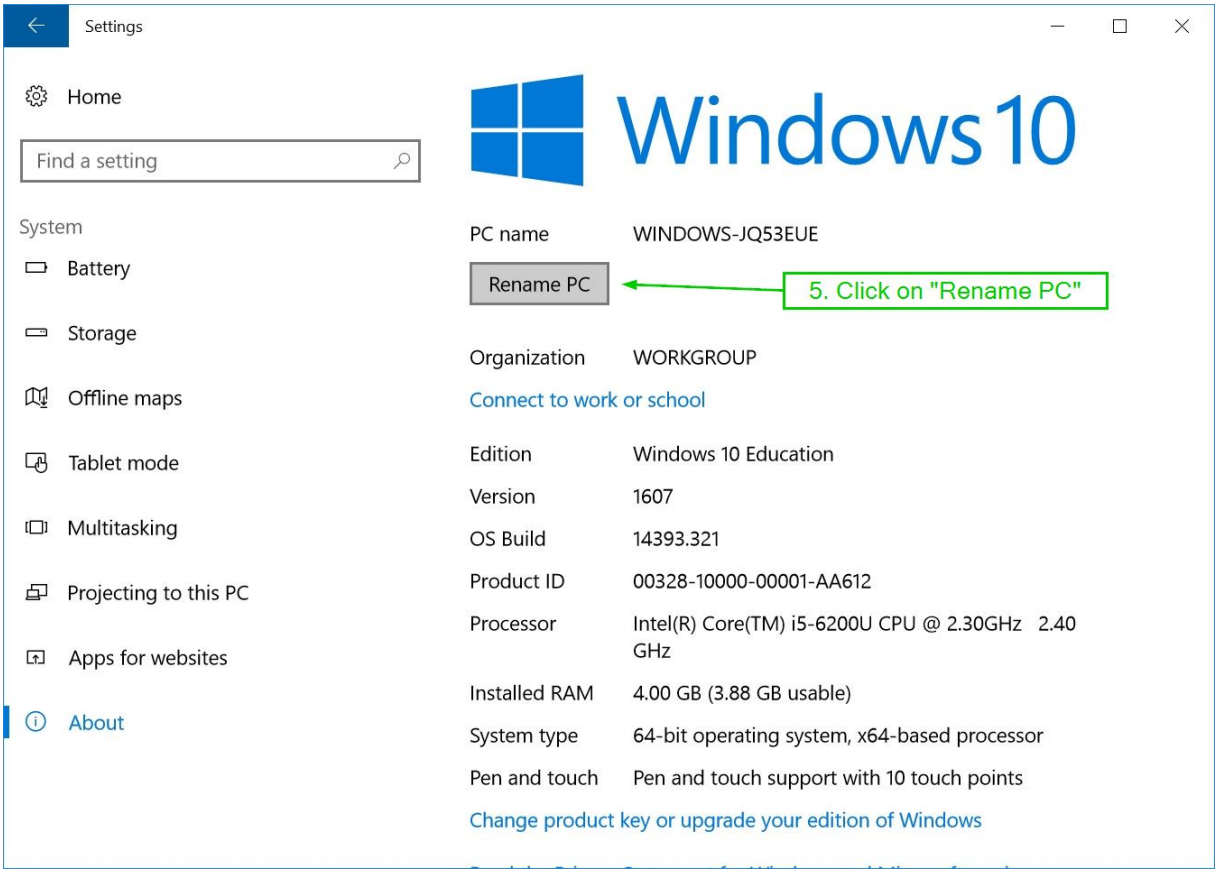
Please follow the steps below.

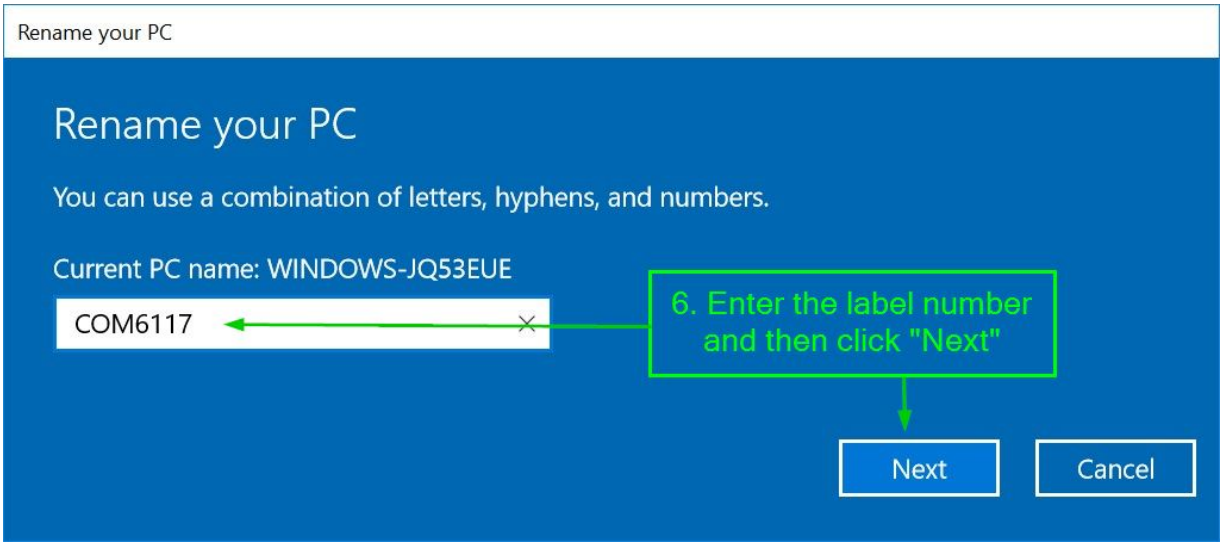


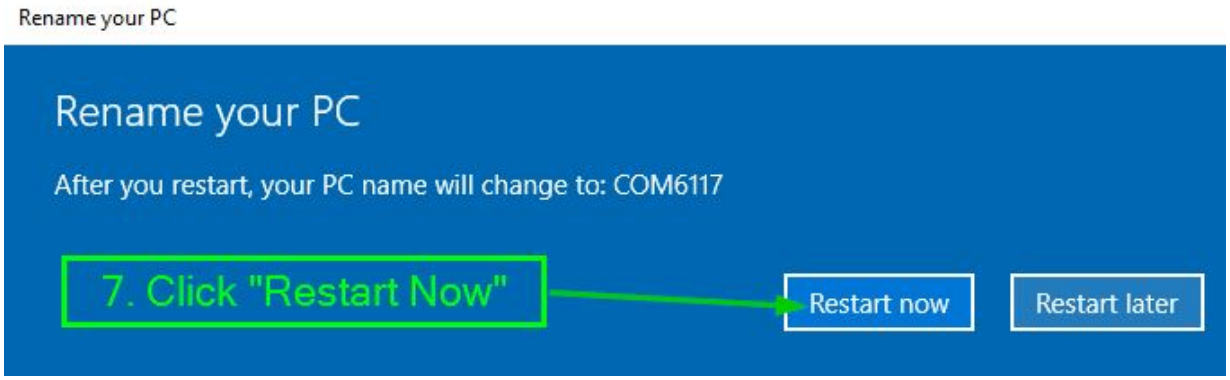

ACTION CENTER
No new notifications
2. Click on "All Settings"
Expand
Tablet mode
Rotation lock
Note
All settings


Settings
Windows Settings
3. Click on "System"
Find a setting
System
Display, notifications, apps, power
Devices
Bluetooth, printers, mouse
Network & Internet
Wi-Fi, airplane mode, VPN
Personalization
Background, lock screen, colors
Accounts
Your accounts, email, sync, work, family
Time & language
Speech, region, date
Ease of Access
Narrator, magnifier, high contrast
Privacy
Location, camera


Settings
Home
Find a setting
System
Battery
Storage
Offline maps
Tablet mode
Multitasking
Projecting to this PC
Apps for websites
About
4. Click on "About"
Customize your display
1
Identify
Detect
Connect to a wireless display
Change the size of text, apps, and other items: 150% (Recommended)
Orientation
Landscape
Lock rotation of this display
On
Adjust brightness level

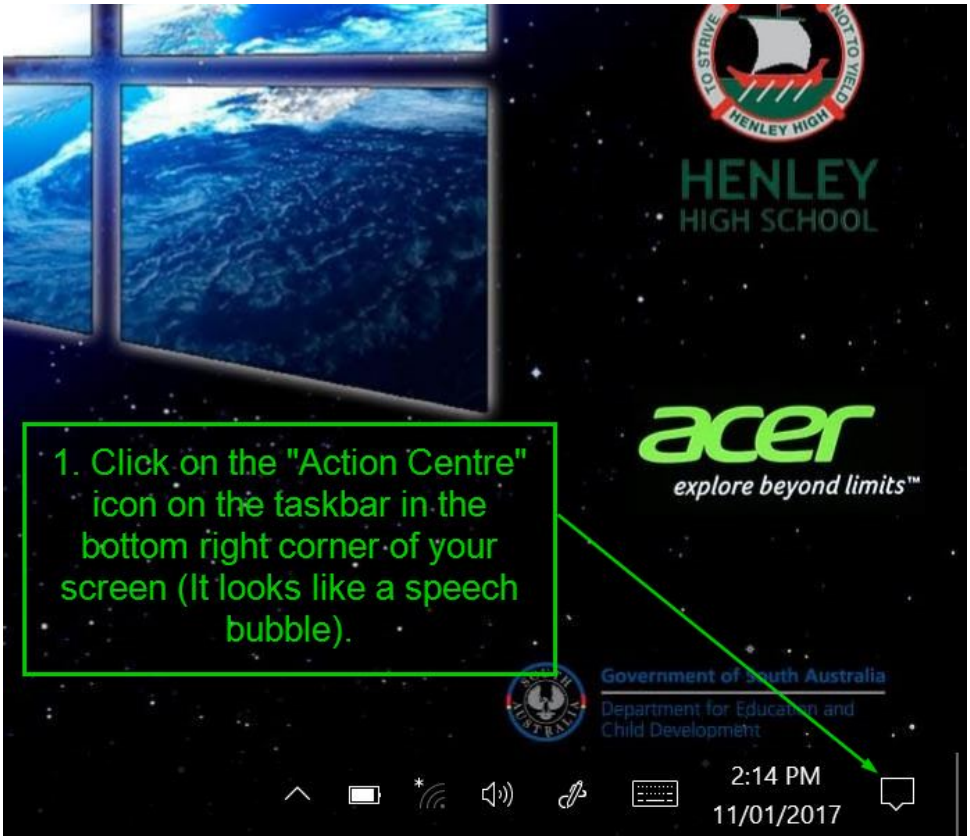

Settings
Home
Find a setting
System
Battery
Storage
Offline maps
Tablet mode
Multitasking
Projecting to this PC
Apps for websites
About
Windows 10
PC name
WINDOWS-JQ53EUE
Rename PC
5. Click on "Rename PC"
Organization
WORKGROUP
Connect to work or school
Edition
Windows 10 Education
Version
1607
OS Build
14393.321
Product ID
00328-10000-00001-AA612
Processor
Intel(R) Core(TM) i5-6200U CPU @ 2.30GHz 2.40 GHz
Installed RAM
4.00 GB (3.88 GB usable)
System type
64-bit operating system, x64-based processor
Pen and touch
Pen and touch support with 10 touch points
Change product key or upgrade your edition of Windows

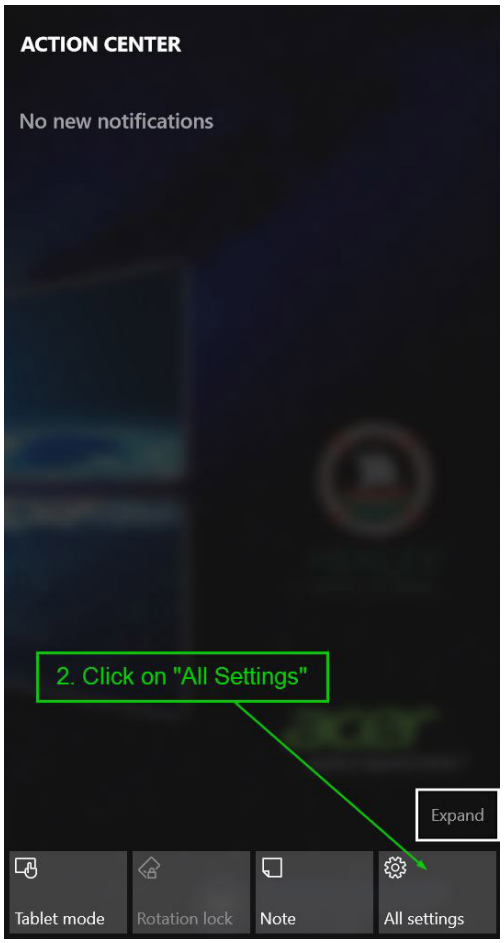


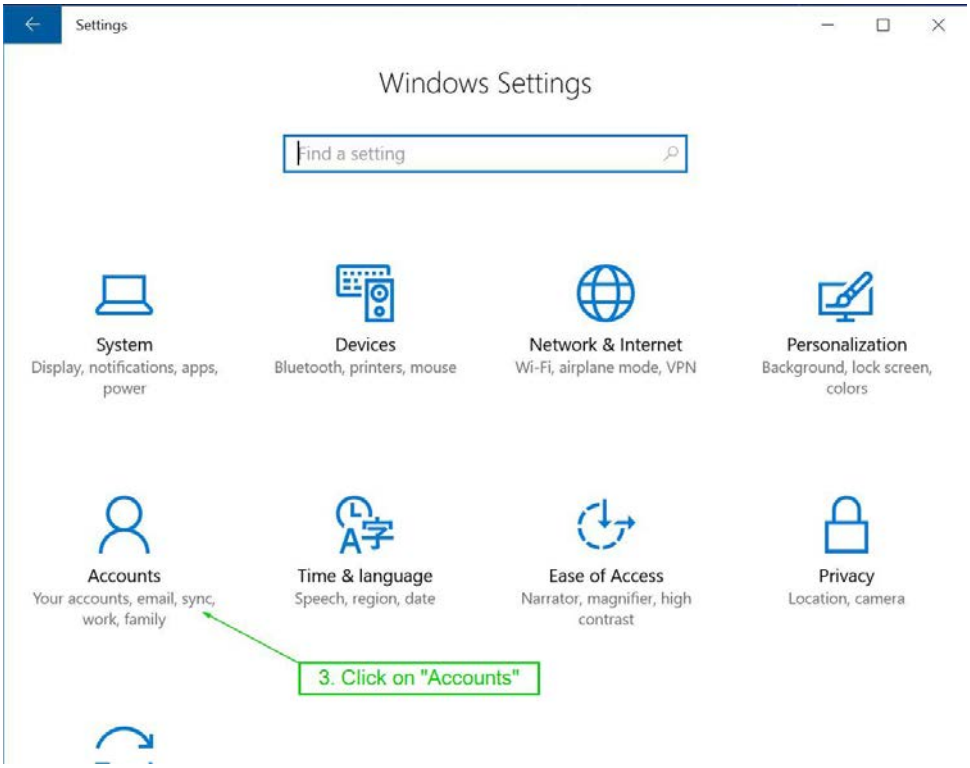


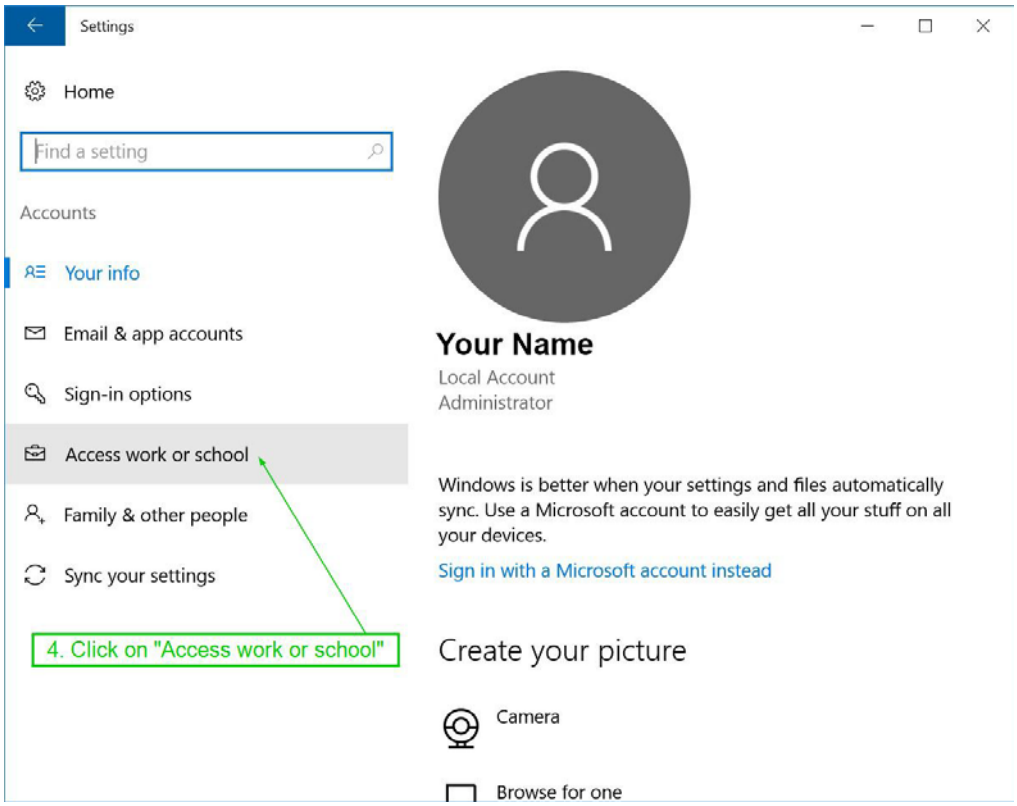
Your PC will now need to restart for the name change to take effect.

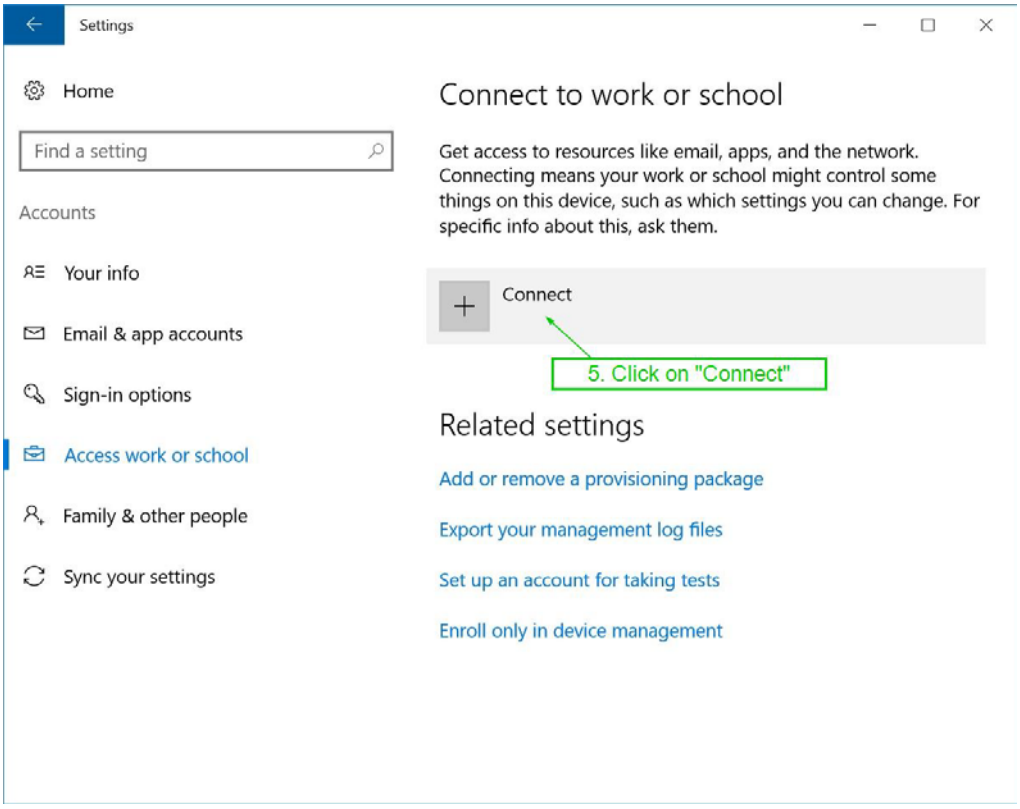
After your laptop has restarted, sign in again and go through the following steps to join your PC to Henley High School Azure Active Directory.


HENLEY
HIGH SCHOOL
1. Click on the "Action Centre" icon on the taskbar in the bottom right corner of your screen (It looks like a speech bubble).
acer
explore beyond limits™
Government of South Australia
Department for Education and Child Development
2:14 PM
11/01/2017

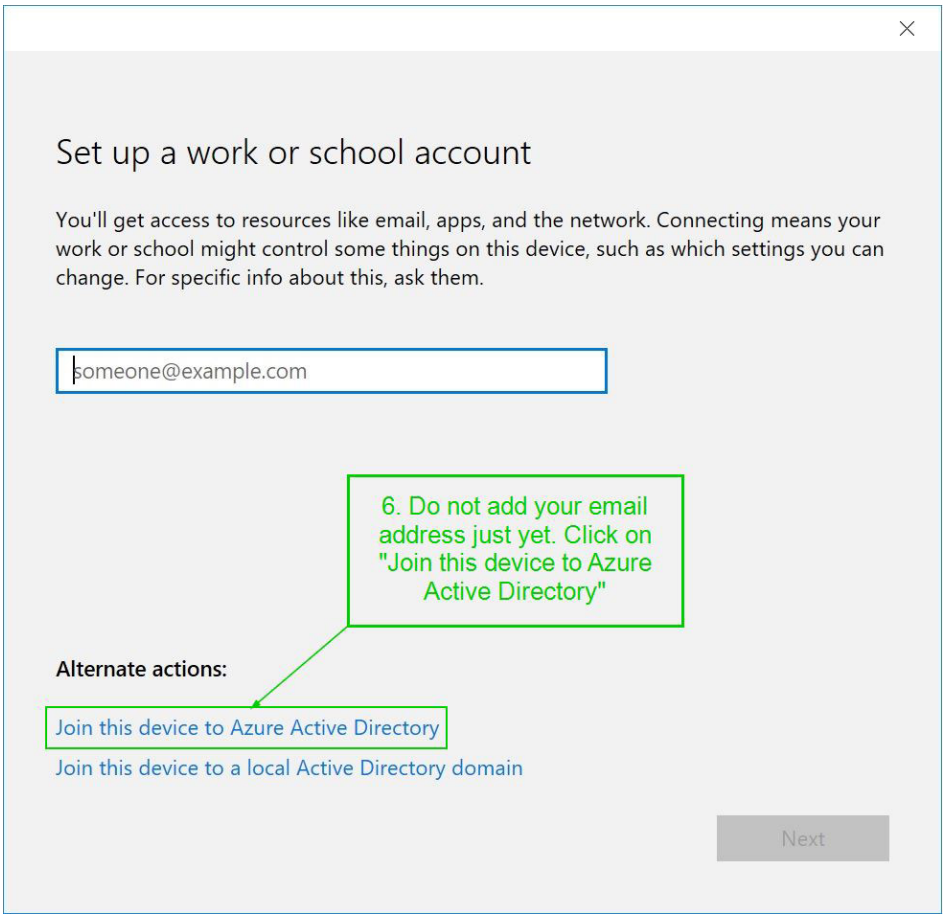

ACTION CENTER
No new notifications
2. Click on "All Settings"
Expand
Tablet mode
Rotation lock
Note
All settings

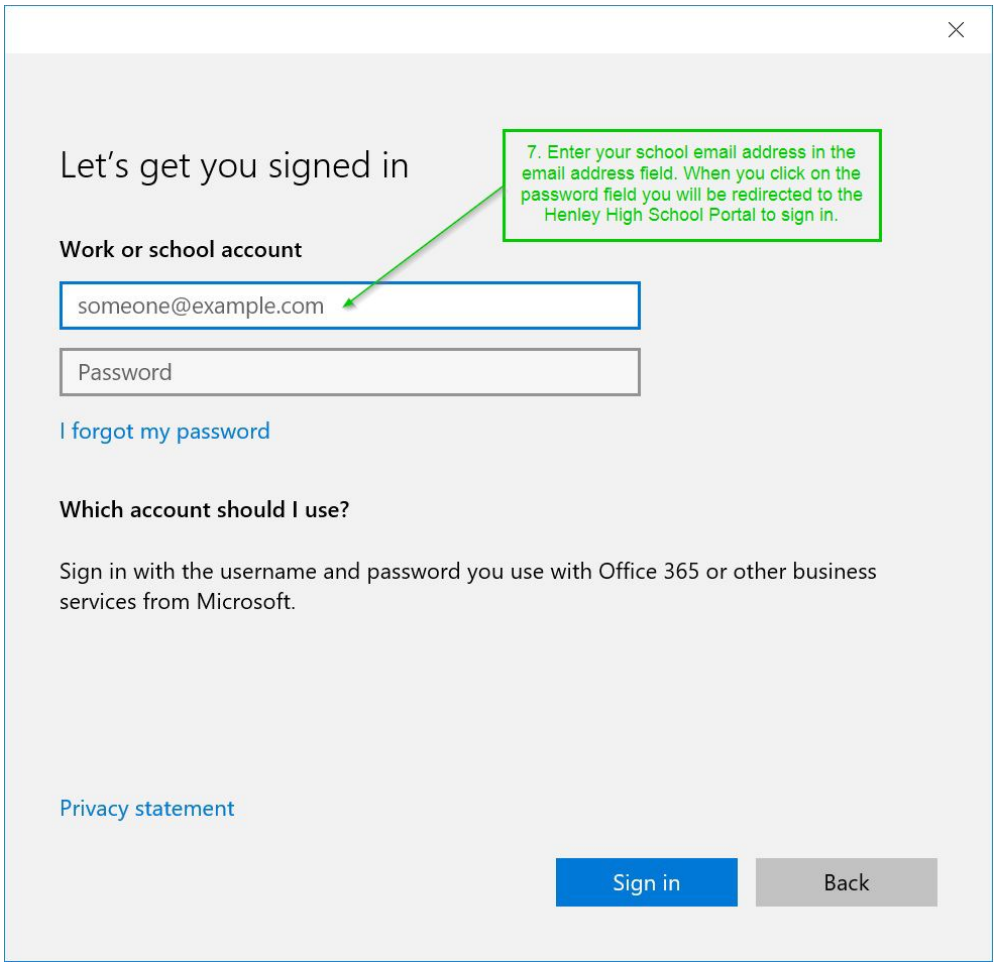

Settings
Windows Settings
Find a setting
System
Display, notifications, apps, power
Devices
Bluetooth, printers, mouse
Network & Internet
Wi-Fi, airplane mode, VPN
Personalization
Background, lock screen, colors
Accounts
Your accounts, email, sync, work, family
Time & language
Speech, region, date
Ease of Access
Narrator, magnifier, high contrast
Privacy
Location, camera
3. Click on "Accounts"

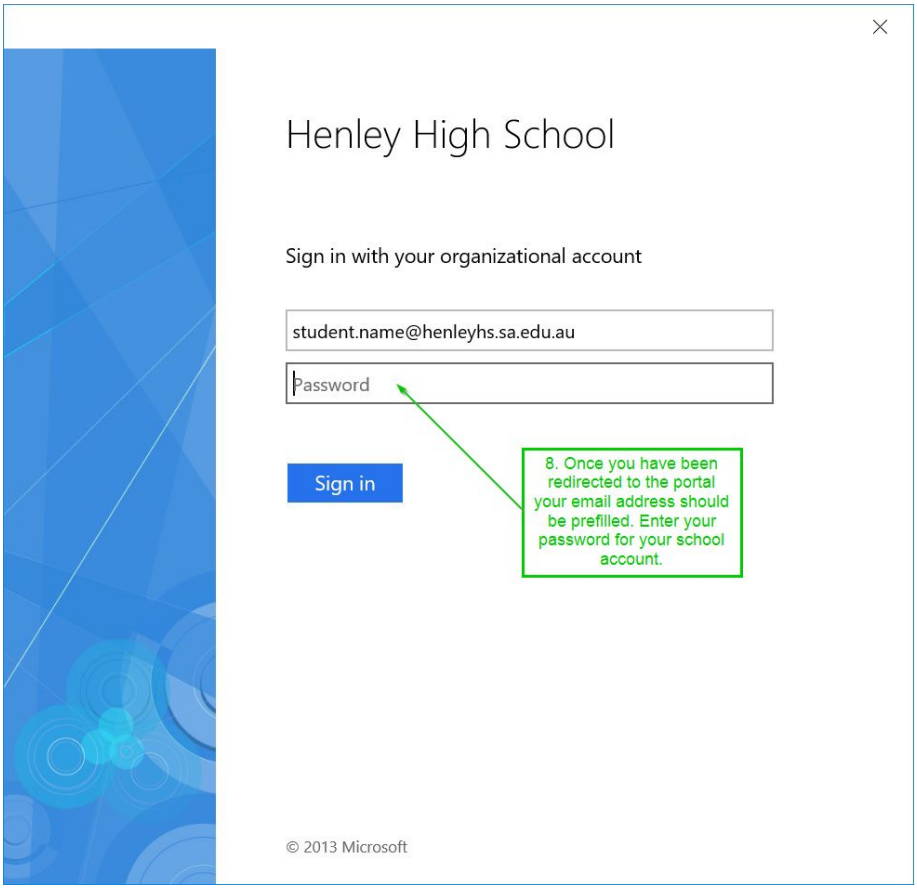

Settings
Home
Find a setting
Accounts
Your info
Email & app accounts
Sign-in options
Access work or school
Family & other people
Sync your settings
4. Click on "Access work or school"
Your Name
Local Account
Administrator
Windows is better when your settings and files automatically sync. Use a Microsoft account to easily get all your stuff on all your devices.
Sign in with a Microsoft account instead
Create your picture
Camera
Browse for one

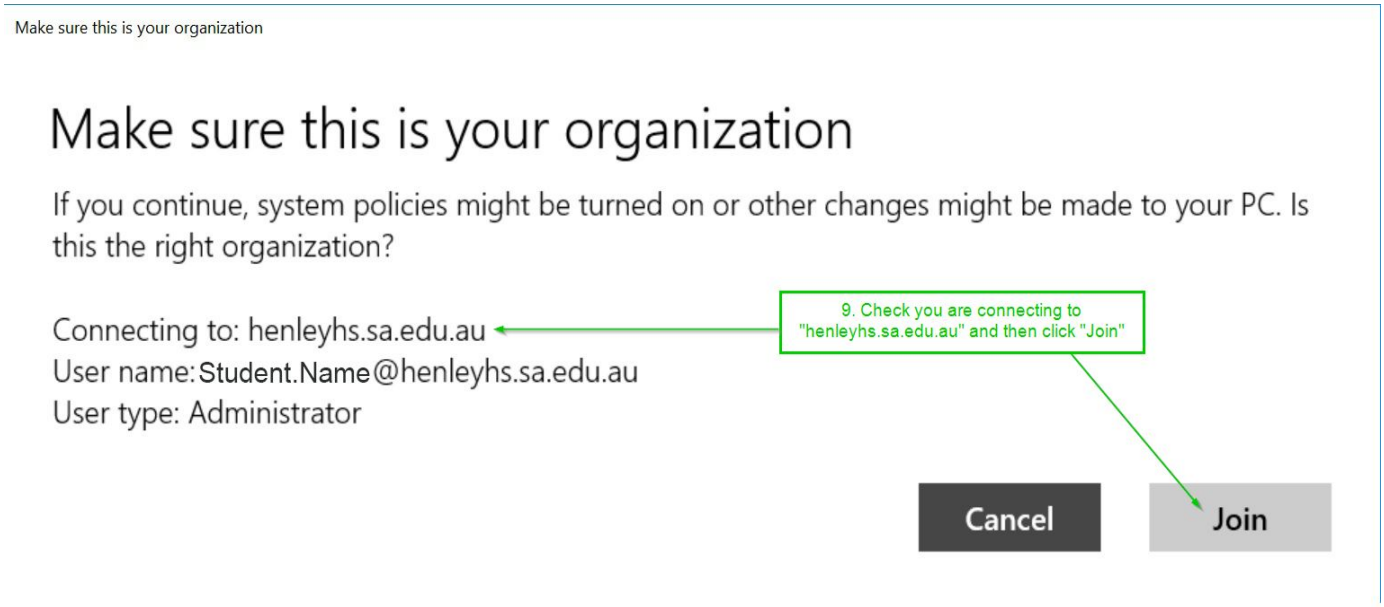


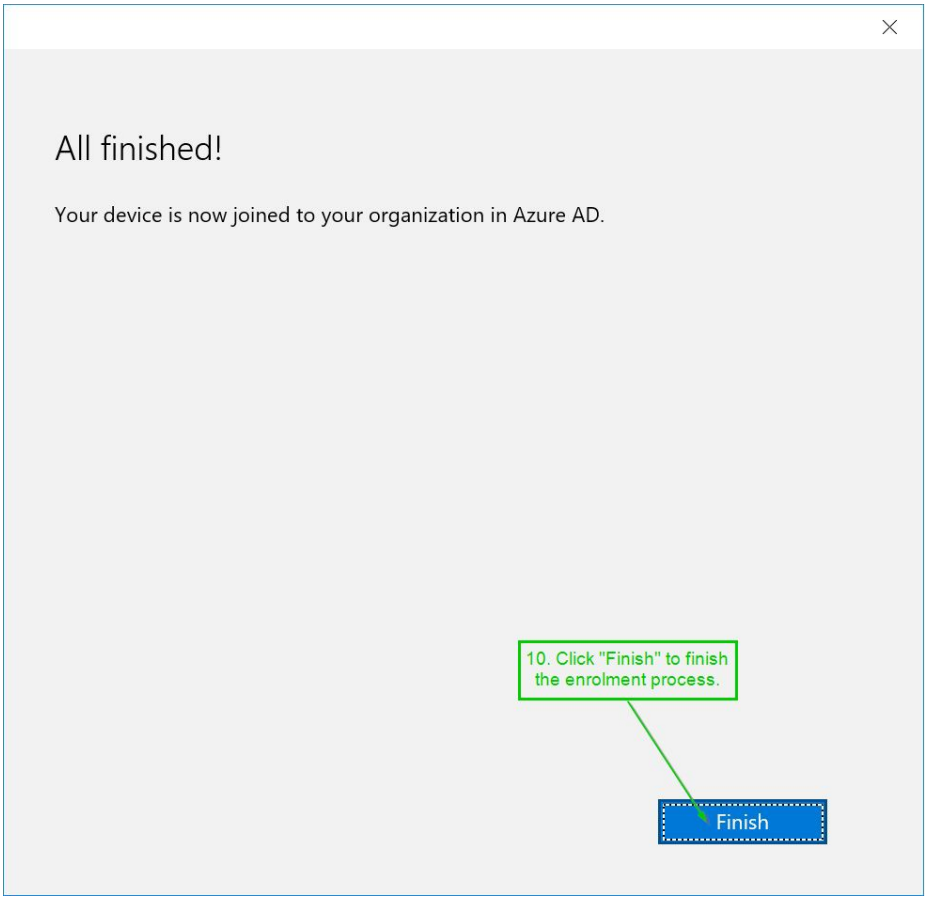
NOTE: The main purpose of joining Azure AD is to make signing in to applications and internet a much easier process and to provide apps and settings that will help with classroom activities. It is not for the purpose of collecting information about you and you will remain an Administrator on your laptop.




Let's get you signed in
7. Enter your school email address in the email address field. When you click on the password field you will be redirected to the Henley High School Portal to sign in.
Work or school account
someone@example.com
Password
I forgot my password
Which account should I use?
Sign in with the username and password you use with Office 365 or other business services from Microsoft.
Privacy statement
Sign in
Back


Henley High School
Sign in with your organizational account
student.name@henleyhs.sa.edu.au
Password
Sign in
8. Once you have been redirected to the portal your email address should be prefilled. Enter your password for your school account.
© 2013 Microsoft

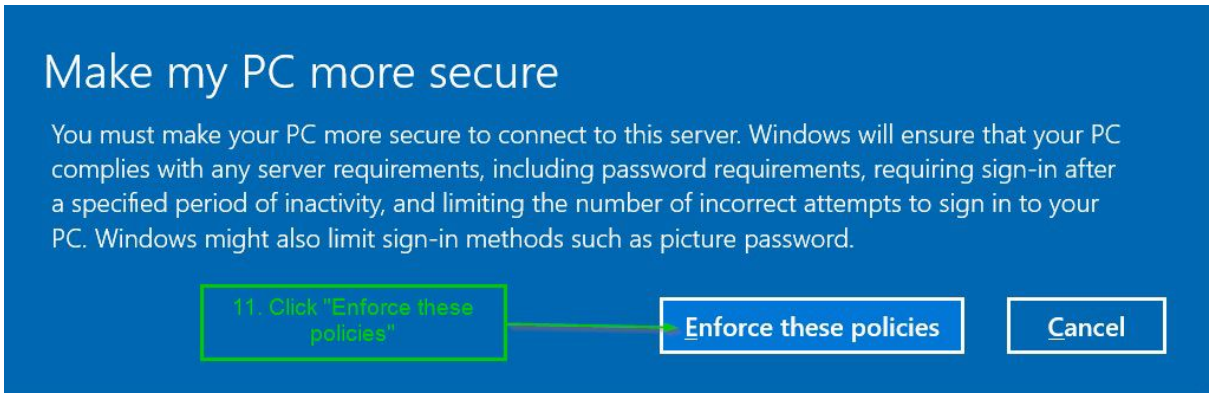




Once you restart your computer you will have the opportunity to sign in using your school email address.

NOTE: Choose “Other User” when signing in to your laptop with your email address for the first time.

Once signed in you will be presented with the following message.



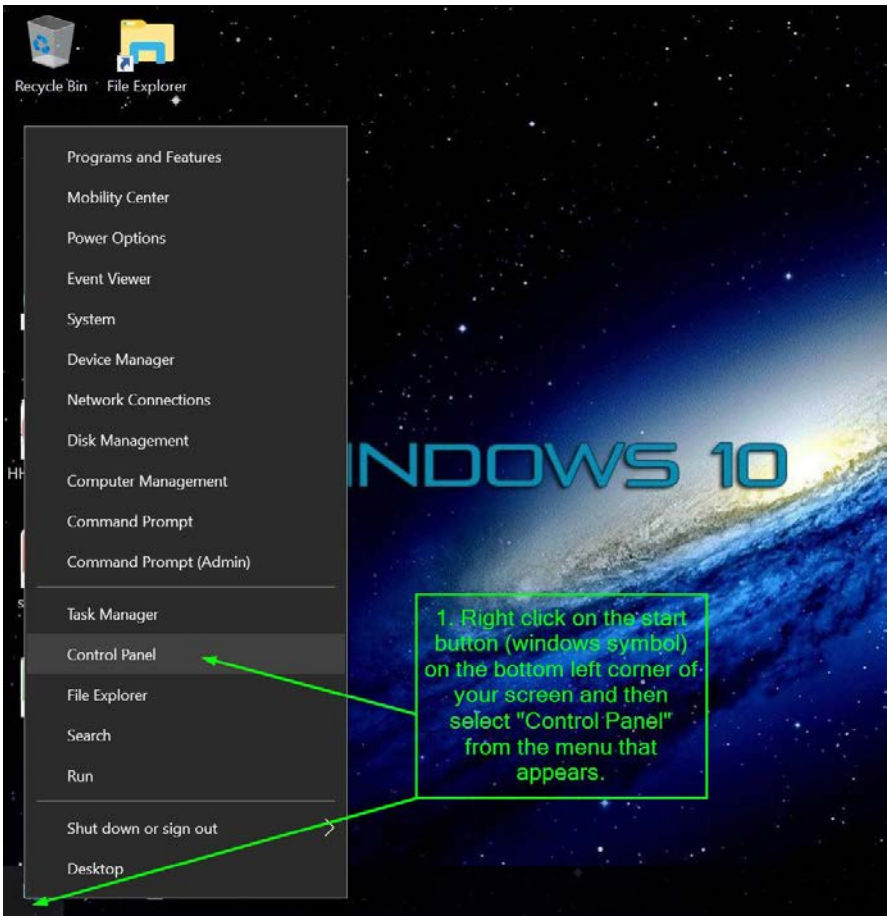
Currently no policies are being enforced other than the ability for single sign on and deploying settings and applications to your device.

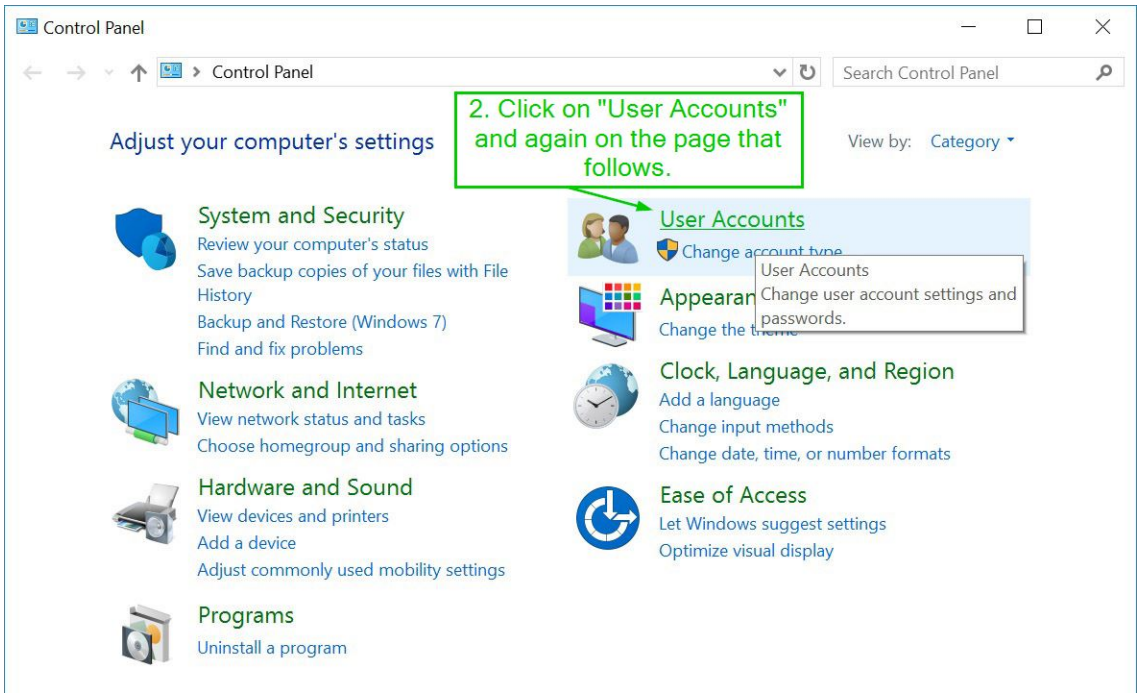
The process of joining Azure AD is now complete.

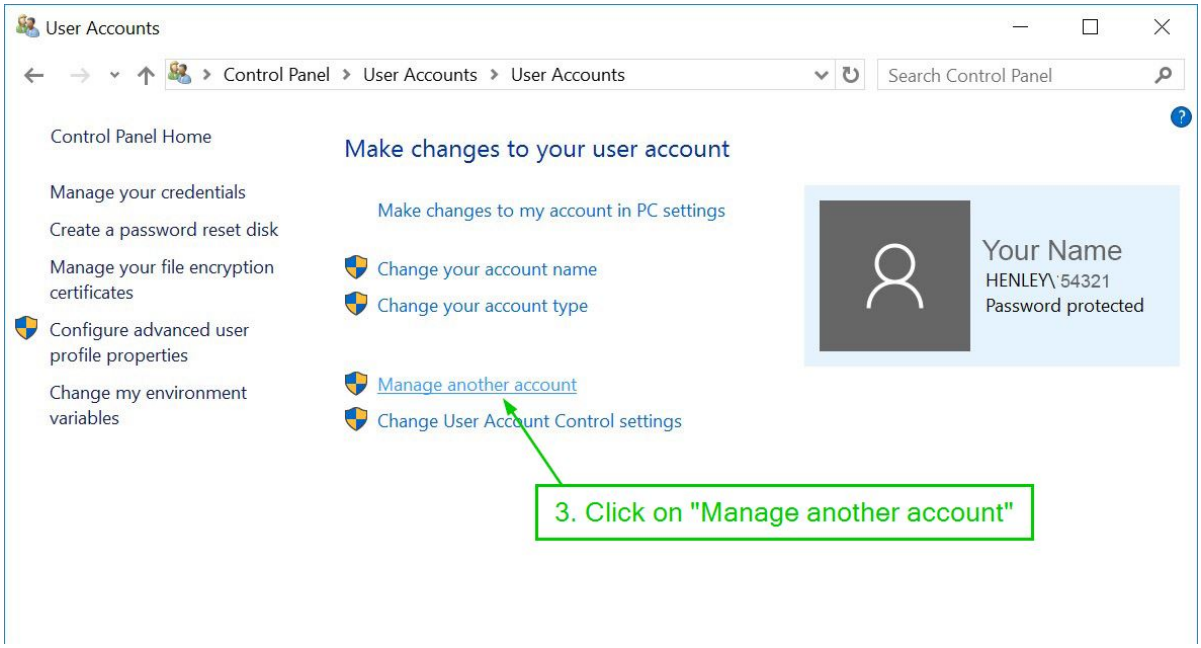
(See next page for part 2 – Remove your old user profile)

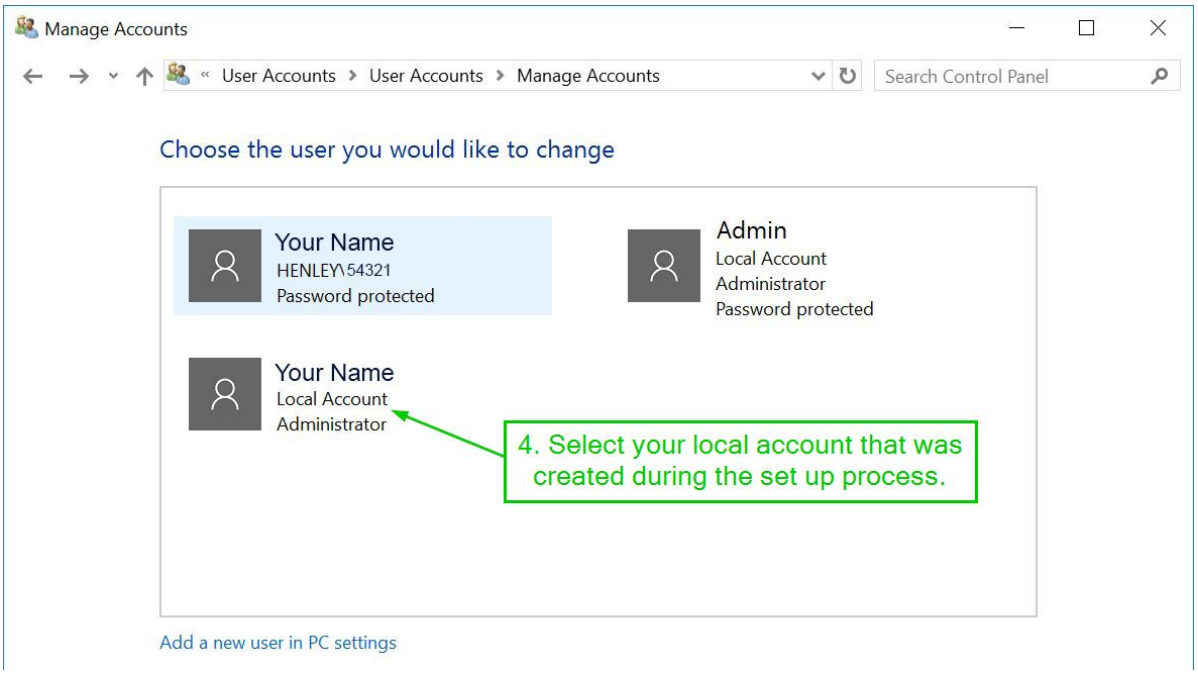
Part 2 - Remove your old user profile

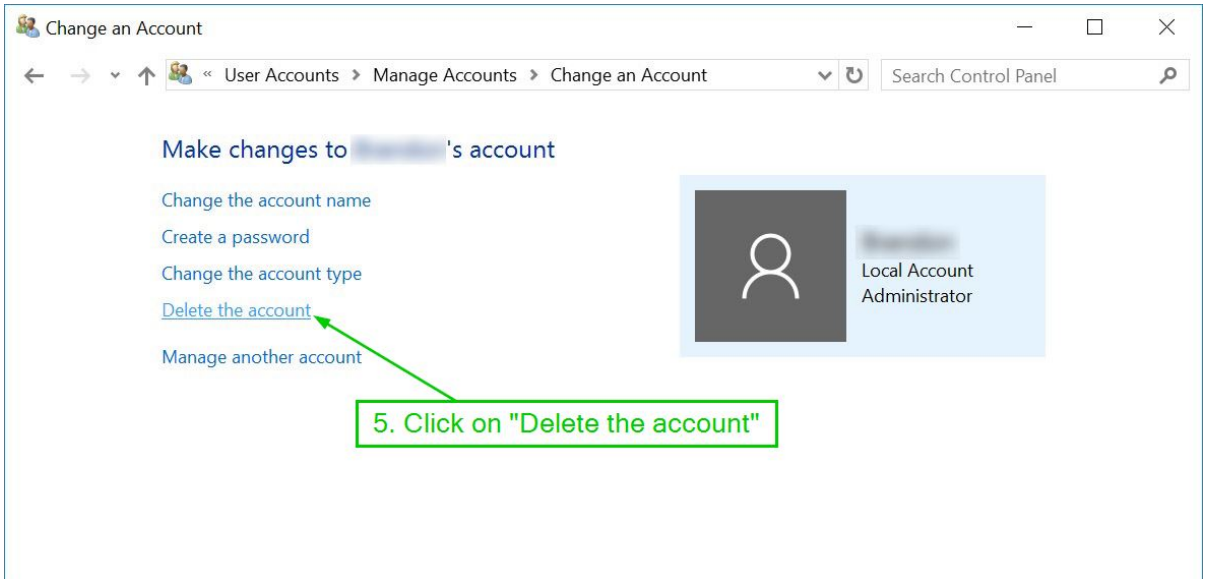
For Year 8's who are setting their laptop up for the first time, it is recommended to remove the original user profile that was created during the set up process. After you have signed into your computer using your school email address. Follow the next steps to remove your old user profile.

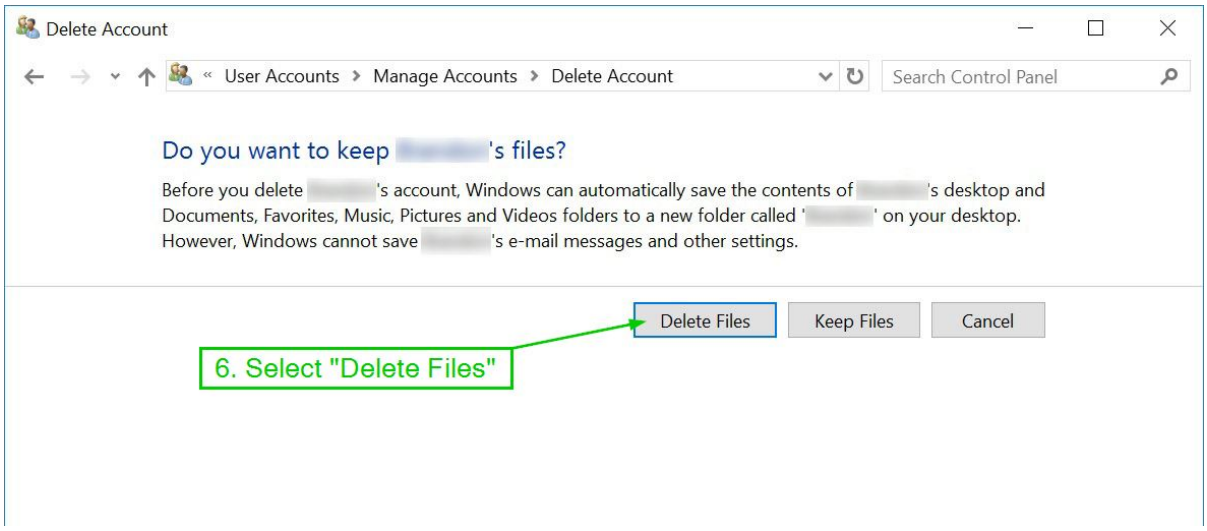


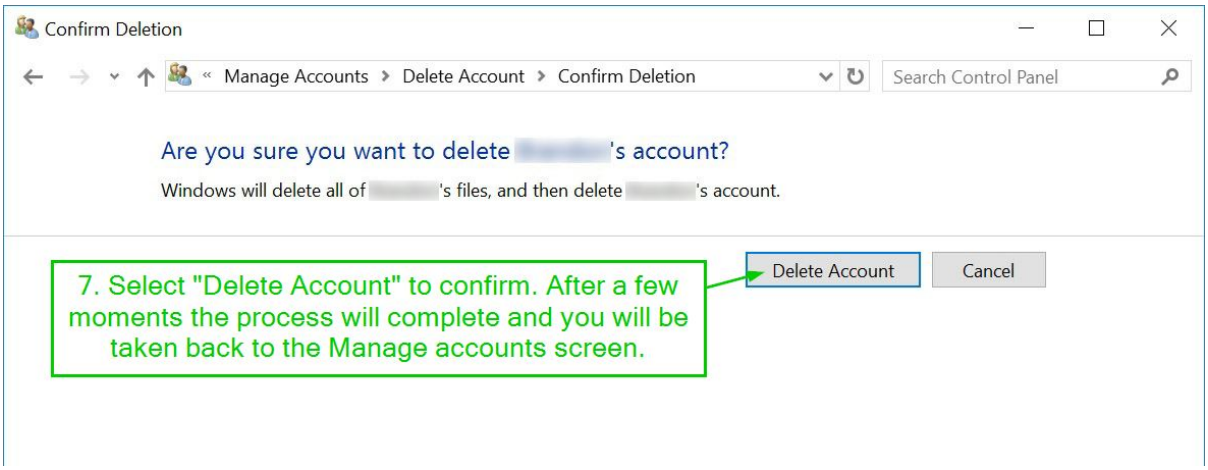



User Accounts
Control Panel > User Accounts > User Accounts
Search Control Panel
Control Panel Home
Manage your credentials
Create a password reset disk
Manage your file encryption certificates
Configure advanced user profile properties
Change my environment variables
Make changes to your user account
Make changes to my account in PC settings
Change your account name
Change your account type
Manage another account
Change User Account Control settings
Your Name
HENLEY\54321
Password protected
3. Click on "Manage another account"


Manage Accounts
« User Accounts > User Accounts > Manage Accounts
Search Control Panel
Choose the user you would like to change
Your Name
HENLEY\54321
Password protected
Admin
Local Account
Administrator
Password protected
Your Name
Local Account
Administrator
4. Select your local account that was created during the set up process.
Add a new user in PC settings







You may now close the control panel window to complete the process.