## HOW TO SET UP

# **G SUITE FOR EDUCATION**

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# ACCOUNT

## **ON YOUR SMARTPHONE**

#### Note:

- This document covers setting up a G Suite for Education account on an Android Smartphone.
- The screens presented here may be different by options and sequence of appearance on your devices.
- Open Settings (phone settings)
- Open Accounts / Google (could be displayed with other options)
- Choose to create a new Google account (Options would possibly be +, Add account, etc..)
- Enter the email address provided to you and tap **Next** (DO NOT tap **Create account**)

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Google Sign in	
with your Google Account. Learn more	
Email or phone — test.account@bhavi.in	
Forgot email?	
Create account Next	
$q^{1} w^{2} e^{3} r^{4} t^{5} y^{6} u^{7} t^{8} o^{9} p^{0}$	×
asdfghjkl 🍕	
★ z x c v b n m ! ?	<b>•</b>
?123 @	com

• Enter the corresponding password and tap **Next**.



- First time users will have to agree to Google's terms of use.
- First time users might also have to change their password immediately after logging in. You'll be prompted to do so if required.

• Tap I Agree to agree to the Terms of Service of Google



• Tap Accept to confirm you selection to Google's services settings



- A G Suite for Education account requires Mobile Device Management. The Google Apps Device Policy App will have to be downloaded and installed on your device.
- Tap **INSTALL** to begin the installation.

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SKIP INSTALL >		INSTALL >		SKIP	

• Wait for the App to finish downloading.



• Tap **INSTALL** to begin the installation of the App.



• Tap Next on the following screen

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This appli device is u mobile ap	cation allo ised to acc ps for pers	ws adminis ess work in onal reasor	strators to e formation ns, you dor	nforce po If you are 't need th	olicies on he e using Gm is app.	ow your m ail or Goog	obile gle
To keep yo you can re	our data se set your se	ecure, it also creen lock c	allows the ode remote	e admin to ely or loca	o remotely v ite a lost de	wipe data, evice.	while
This appli number of	cation requ the device	uires phone e.	permissio	n so that i	t can retrie	ve the seria	al
Some dev	ice details	will be shar	red with ad	ministrato	ors		
VIEW DET	AILS						
Use of this a Suite terms	application i of service fo	s subject to t or your organ	he <u>Google m</u> ization.	obile terms	<u>s of service</u> a	nd the appli	cable (
						1	NEXT
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• Tap **ALLOW** on the following screen.



- Create a work profile to let your organization manage apps and data in your work profile.
- You control everything outside the work profile.
- Select I don't want a work profile to let your organization manage your entire device.
- Tap **Next** after making a suitable choice.

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Create wo	k profile			
bhavin.shah@	.ac.in			
One place	for your wo	ork apps		
Your organiz work profile.	ation can mar You control e	nage and monito verything else o	or all apps and d n your device.	ata in your
Learn more				
🗌 I don't war	it a work profile			
If you don't a that affect ye	dd a work pro our entire devi	file, your organi: ice.	zation can make	changes
S				
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• Tap **SET UP** to setup your profile.



• Tap **ENCRYPT** to proceed with work profile encryption.



• Tap **ACTIVATE** to activate the device administrator



### • Tap ENFORCE to enforce the device policy

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Confirm Enforcement	
bhavin.shah@.ac.in	
The following domain policy settings will be enforced:	
Device password must be set	
Administrators can view installed applications accessing corporate data	
<ul> <li>Administrators will be able to remotely wipe the device</li> </ul>	
Administrators will be able to remotely remove account from the device	
Administrators will be able to remotely provision wifi networks	
<ul> <li>Lock screen widgets will be disabled</li> </ul>	
Administrators can block devices that may be compromised.	
You can do the following actions on your device remotely:	
Locate device on a map	
<ul> <li>Ring your device at high volume</li> </ul>	
Reset your device password/PIN	
Lock your device	
< CANCEL	ENFORCE >

- Your device will now be approved by the administrator. Wait for the confirmation message.
- You will now have to set a device password (lock) if it is not set up. (PIN, Pattern, Voice lock, etc...)
- Tap **Next** once done setting the device lock.

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■ Policies	
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Your device does not comply with all security policies set by you administrator. Please take action to resolve this.	r
Your device is pending approval by your domain administrators. You will receive a notification once it is approved.	A
Device password must be set Touch to change password	A
Some device details will be shared with administrators View details	0
Application audit enabled, administrator can see list of applications installed on the device that access corporate information Touch to see these apps	0
Administrators will be able to remotely wipe the device	$\bigcirc$
Administrators will be able to remotely remove account from the device	•
Administrators can block devices that may be compromised.	$\bigcirc$
Security related events will be audited	$\checkmark$
Lock screen widgets are disabled	$\checkmark$
Device Policy version must be latest	$\checkmark$
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• Tap **NEXT** once all policies have been enforced.



• Tap V to scroll down for more services once all service settings are saved.



• Tap **ACCEPT** once all service settings are saved.



### Your G Suite for Education account is now set up and ready to use.

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