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Why Do I Need Intune Company Portal?

If an employee wants to access Office 365 systems (Word, Excel, Teams, Outlook, OneDrive, etc.) on their phone, they need to download the Intune Company Portal app. This ensures that only authorized and secure devices have access to sensitive company data such as email and Teams.

The app protects against unauthorized access and unsecured devices that could impact data security -- the data is encrypted, which means it remains safe even if the device is lost or stolen.

NOTE! If an employee wants to access Office 365 systems outside the hospital's network (where the employee is connected to LSH internet), they must authenticate on their phone. This is done using an app called Microsoft Authenticator (instructions in another document).

More About Company Portal Security Settings

To comply with security policies, devices must meet certain requirements, such as having a PIN, fingerprint, or facial recognition, to ensure that no unauthorized person can access Landspítali's data.

Company Portal allows Landspítali to verify that the device is compliant with security policies, whether it is encrypted and meets all security requirements.

If the device is lost or stolen, company data can be removed from the device without touching personal data.

What Can Landspítali See and Not See?

It Can See:

- Device information, such as its type, operating system version, and whether it complies with security policies
- Company apps like Outlook and Teams to ensure they are secure and updated. If not, it can see what requirements need to be met to make the device compatible

It CANNOT See:

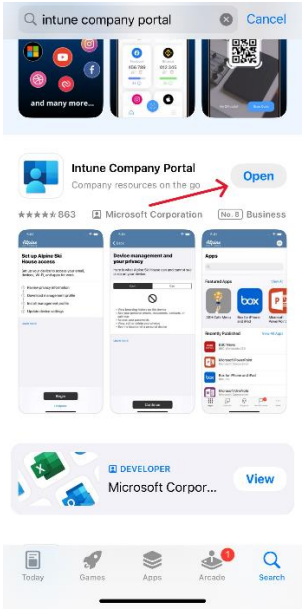
- Personal data such as email, photos, videos, or files stored on the device
- Personal apps like social media or messaging apps
- Browser history, calls, text messages, or phone usage

How Do I Install Intune Company Portal?

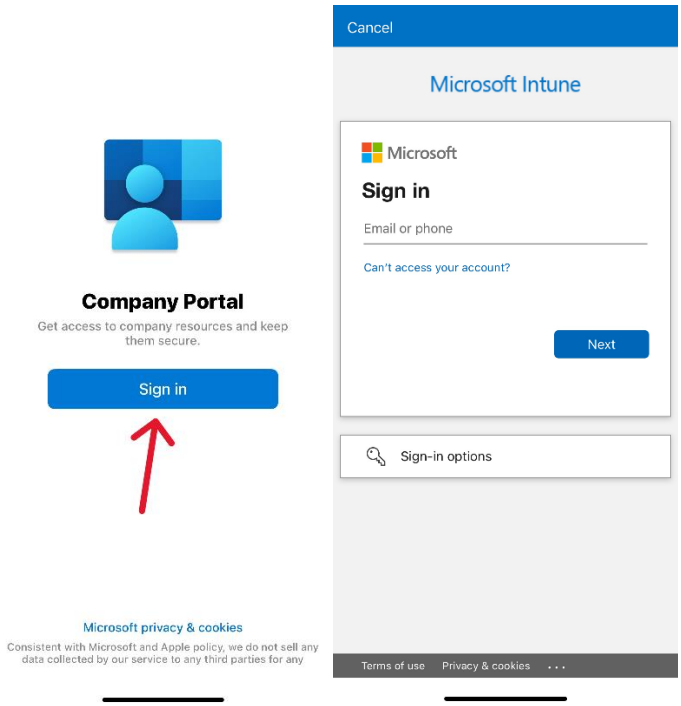
iPhone

NOTE! If the phone is connected to Microsoft apps like Teams, Outlook, or OneDrive when this registration takes place, those apps need to be deleted (press and hold the app icon on the phone until a pop-up window appears - then you can select Remove App and then Delete App in the next step).
After downloading Company Portal you can retrieve these apps easily and quickly.

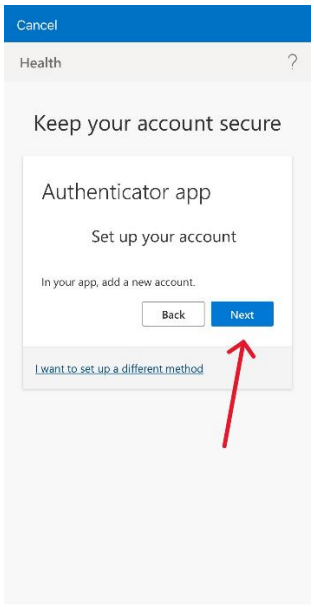
1. Open the App Store and search for **Intune Company Portal**. It should be one of the top apps that appear.

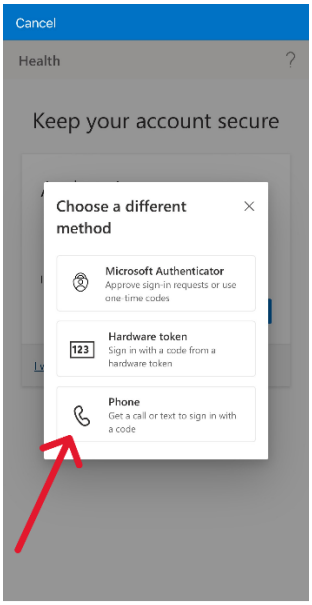


2. Click the **Get** button on the right side of the app name, then **Open** and **Sign in**. Log in with your Landspítali username and password.

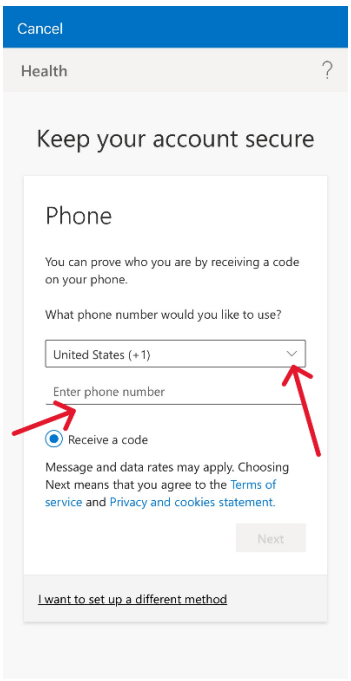


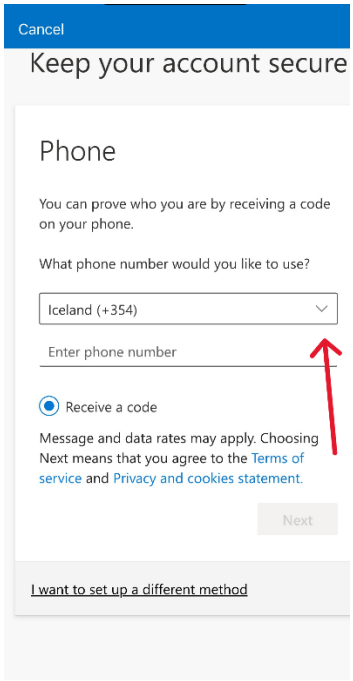
3. A screen titled **More information required** will appear. Click **Next**.
4. A screen will appear recommending that you download the Microsoft Authenticator app. Here, click **I want to set up a different method** and then select **Phone** in the window that appears.

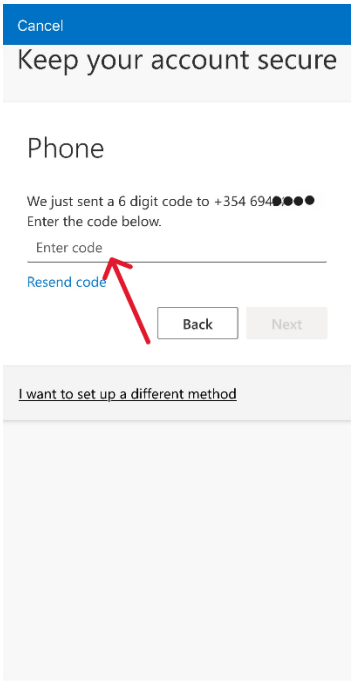




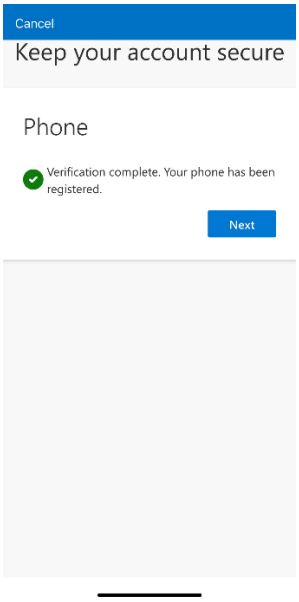
5. In the next step, select **Iceland** in the top text field (using the dropdown), enter your phone number in the bottom field, and click **Next**. A numeric code will be sent to you via SMS. In the next step, you'll need to enter this code.

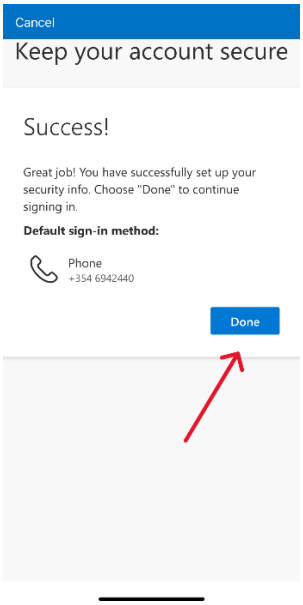




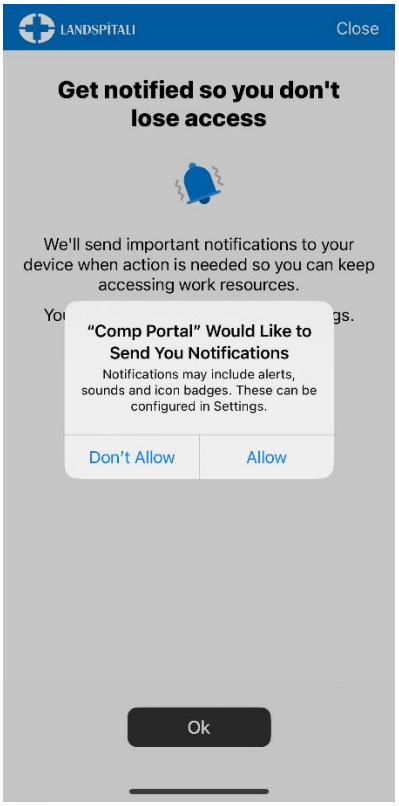


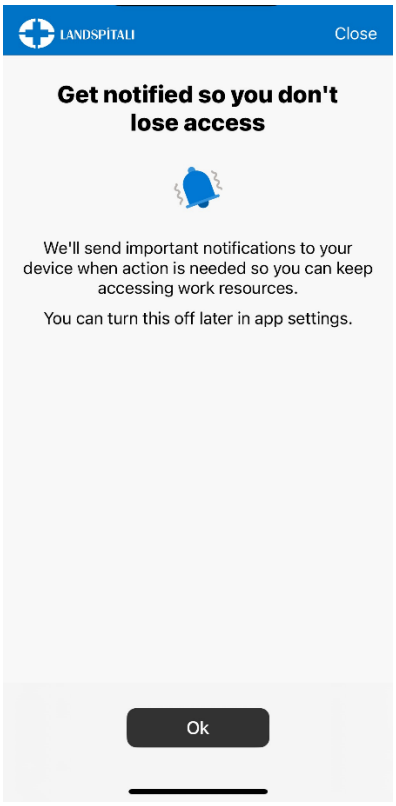
6. A screen should now appear with the message **Verification complete. Your phone has been registered**. Click **Next** and then **Done**.





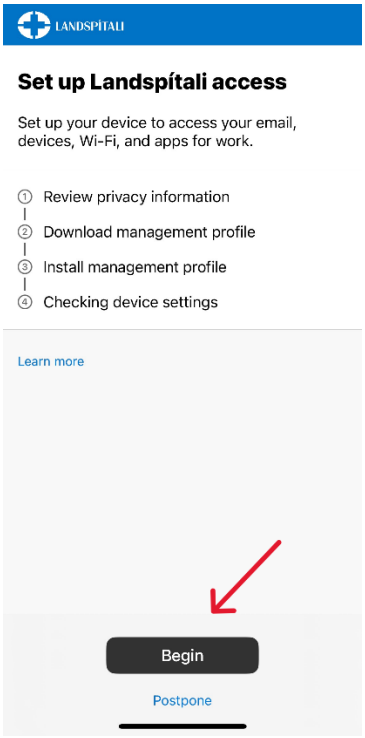
7. Finally, a screen will appear with a message about potentially receiving important notifications on your phone. Click **Ok** and **Allow**.

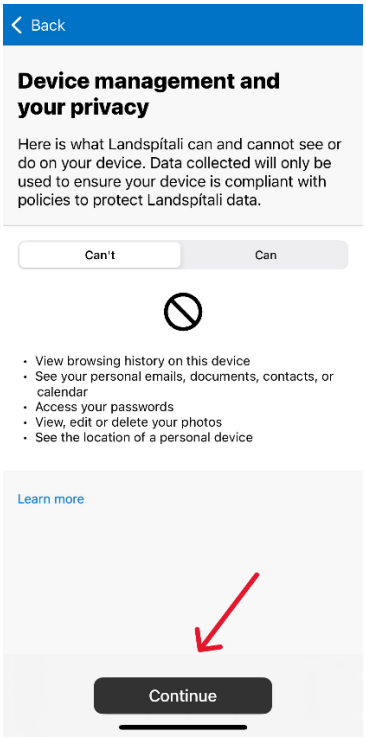


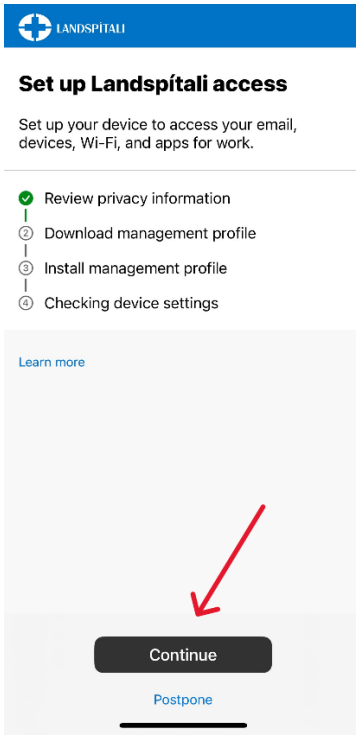


NOTE! This setting can be changed later in Settings

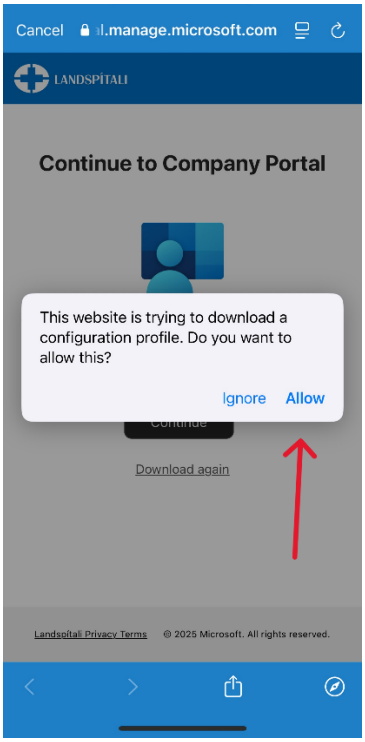
8. Next, the **Set up Landspítali access** screen will appear. Click **Begin**. On the next screen, you can see what Landspítali can and cannot see on your device. Click **Continue**.

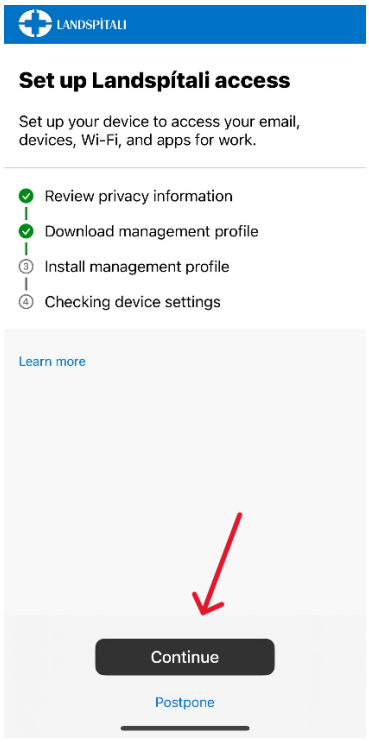




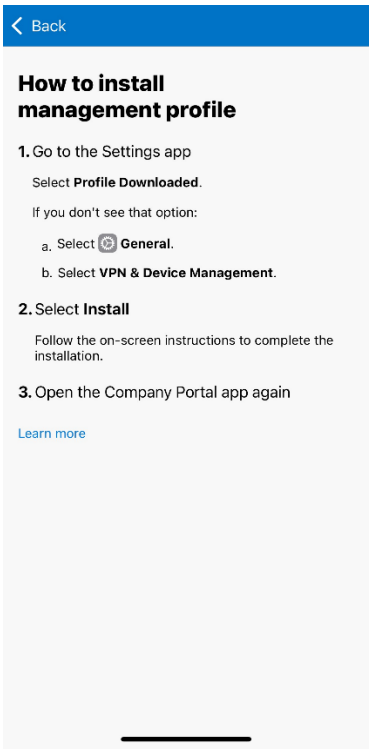


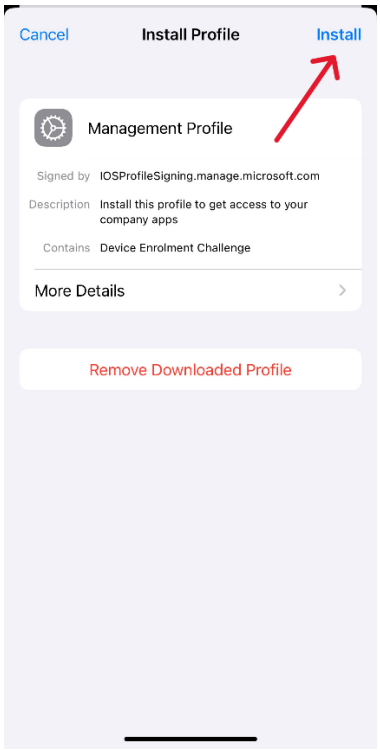
9. You have now completed the first of four steps in this section. Click **Continue**. Then a screen will appear, and you click **Allow**. You are now finished with two of four steps. Click **Continue**.



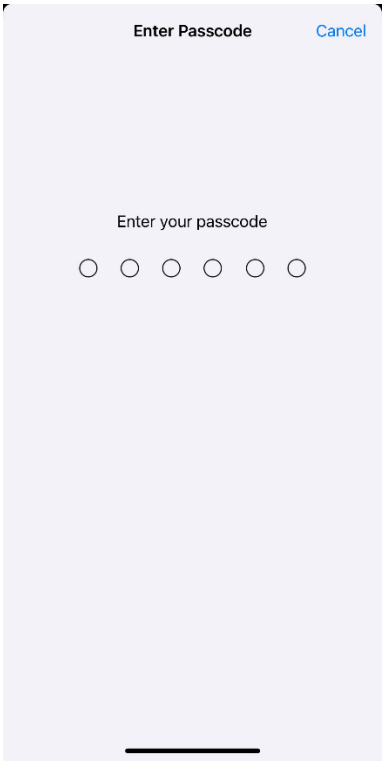


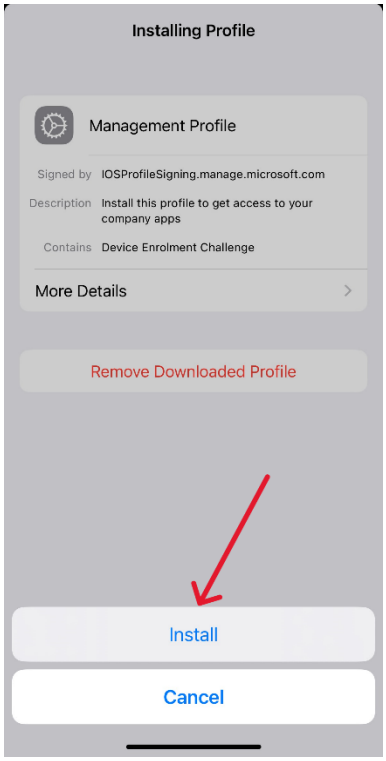
10. Next, a screen will appear describing how to go to **Settings** to retrieve the Management Profile. Within Settings, go to **General** and then **VPN & Device Management**. There, select **Management Profile** and click **Install**.

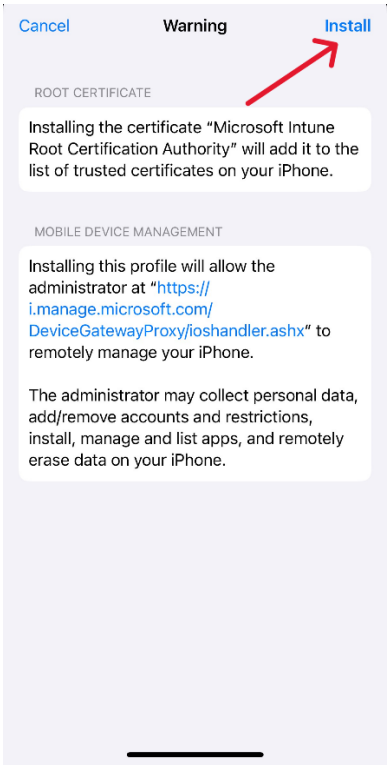




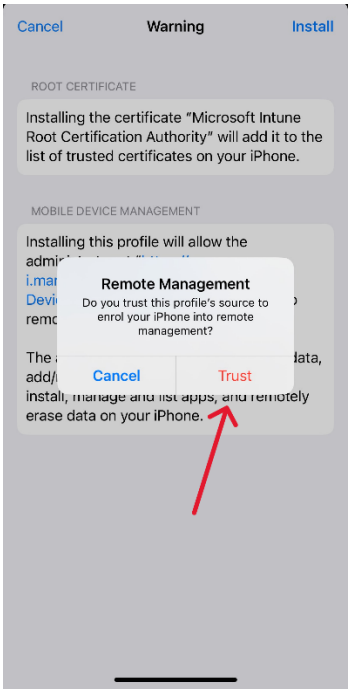
11. You will then receive the **Enter your passcode** notification on the screen. Enter the passcode you use to open your phone. Click **Install** and then **Install** again.

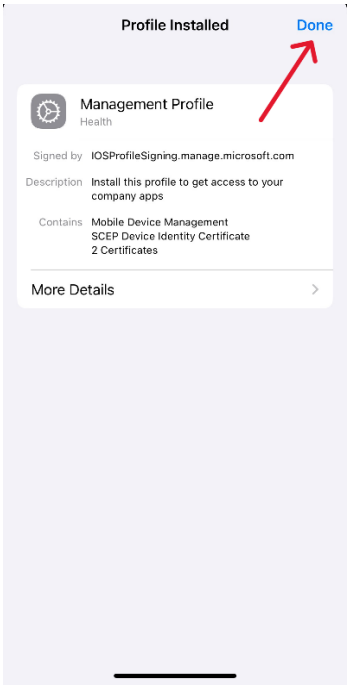


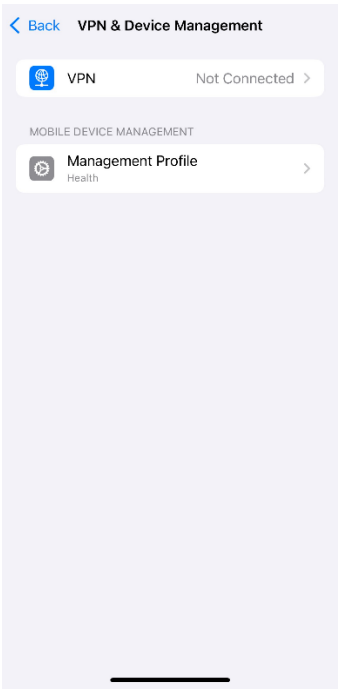




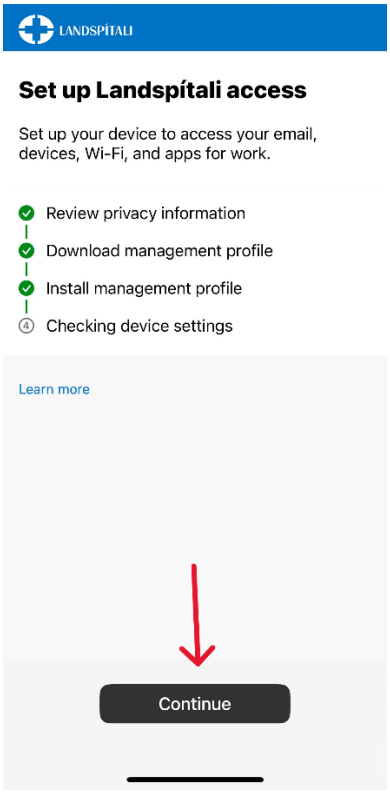
12. Now click **Trust** and then **Done**, which will return you to the **VPN & Device Management** screen (within Settings). Then reopen the Company Portal app.

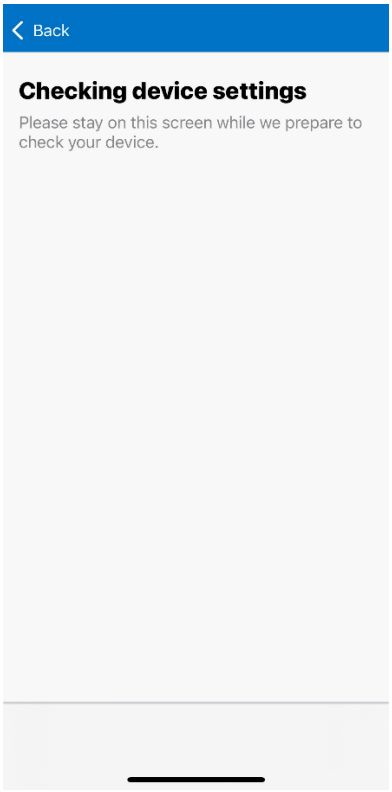


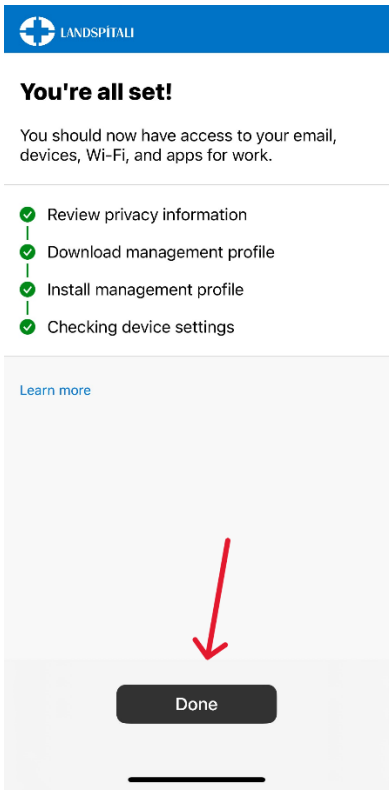
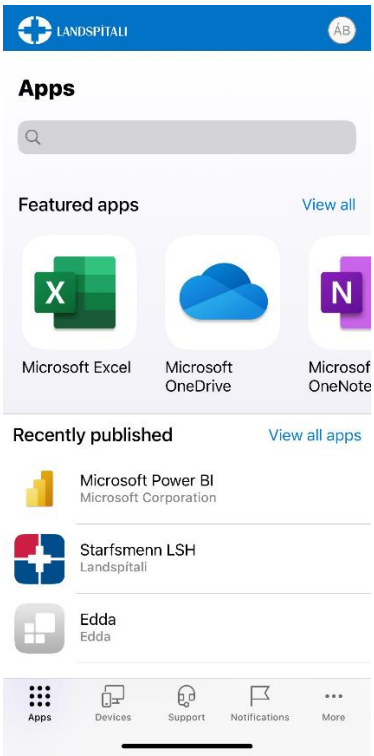
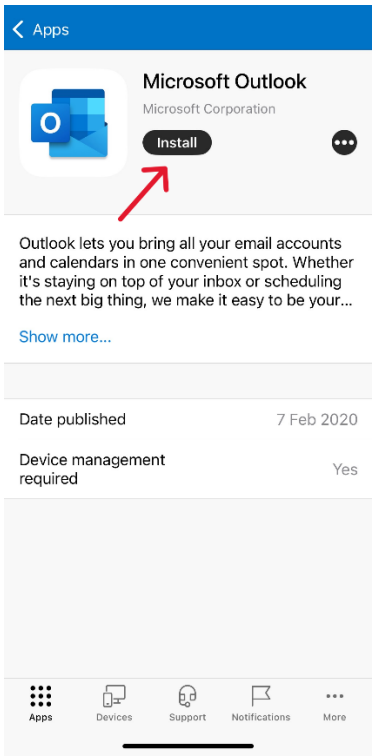
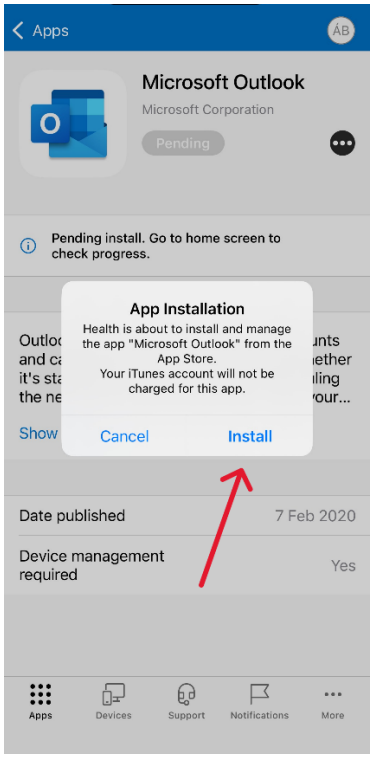




13. You have now completed three of four steps. Click **Continue**. Now you need to wait while the device reviews settings. After that, you will have completed all four steps and click **Done**.







14. Now you can retrieve the Microsoft apps you want on your phone. Select the app you want to download and click **Install** -- and then **Install** again. If you want to retrieve other Microsoft apps later on, you open the Company Portal app and get them there.