

MANUAL

Securing data in Android



You are responsible for the security of personal data in your email, documents and research files on your mobile device.

Before you start securing your device, read the following instructions:

1. The security solution is only available for an Android version 5.0 or higher.
To see which version of Android you have, go to the Settings app, near the bottom, tap System > Advanced > System update. The Android version number is listed here.
Update your device to the latest Android version. Doesn't that succeed? Contact the ICTS Servicesdesk
2. Install the Microsoft Business Portal on your mobile device.
3. Take your time; securing the data on your mobile device will take an average of 15 minutes.

PLEASE NOTE:

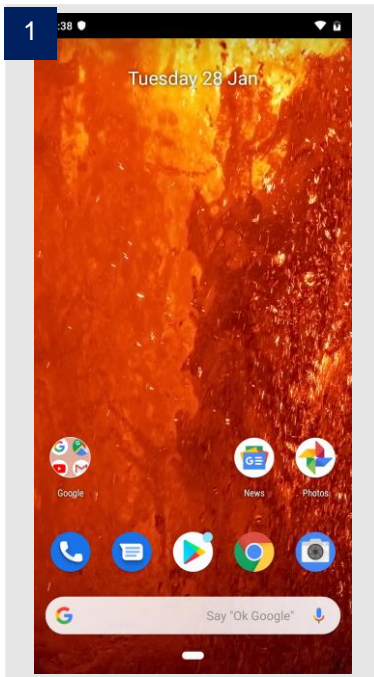
The settings, location or name on your mobile device may differ from what is shown in the images in these instructions. First, see if you can complete the steps yourself, perhaps with the help of a colleague. If you are still having trouble, you can turn to the specially established service desk at your location. You can find answers to frequently asked questions in the A-Z list under Security: <https://hva.nl/security>.

The HvA cannot access or use private information in any form without your explicit consent. To find out which information is recorded, consult the frequently asked questions in the A-Z list under Security: <https://az.hva.nl/security>.

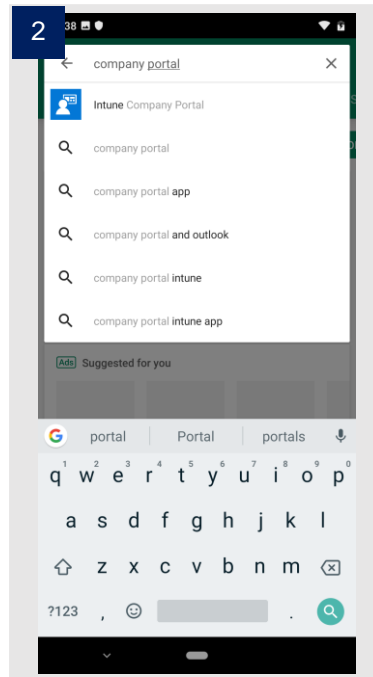
Depending on your device's specifications, either hardware or software encryption will be applied. Software encryption requires an additional password when starting your device.

On the following pages you will find an explanation of the steps to be taken. We recommend that you follow the explanation on those pages. In short, the steps to be taken:

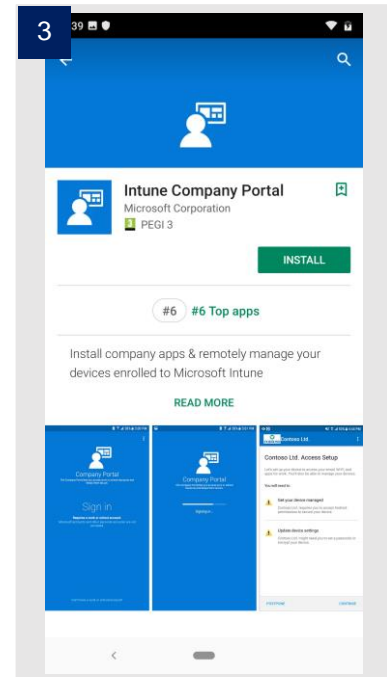
1. Open the Play Store and search for the Intune Company Portal app.
2. Click on 'Install'.
3. Enter your HvA e-mail address and click on 'Next'.
4. Enter the password associated with your HvA e-mail address and click on 'Sign In'.
5. Follow the steps in the Intune Company Portal to activate the app.
6. Read the notifications to ensure that your mobile device meets the requirements of the HvA policy.
7. Your mobile device is now secure.



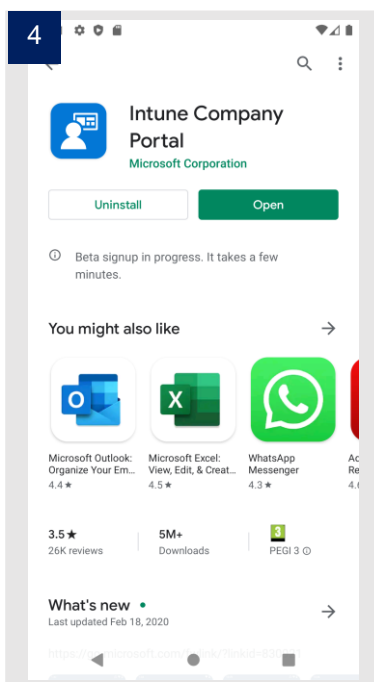
Open de **Play Store**.



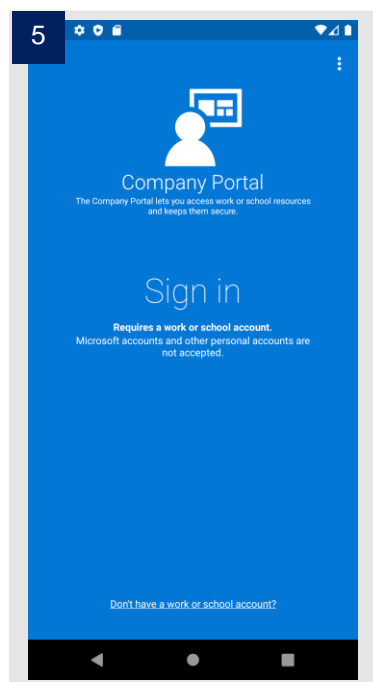
Search for **Company Portal** and click **Intune Company Portal**.



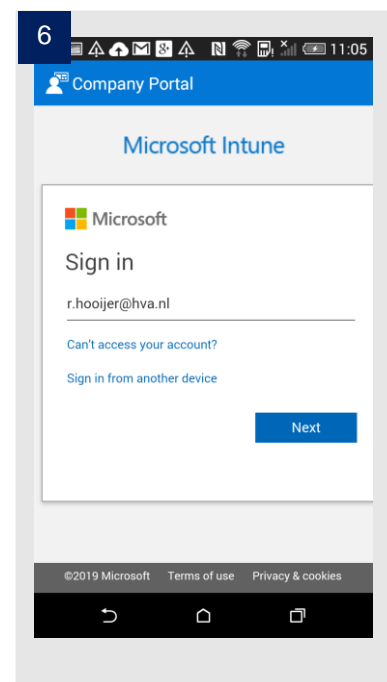
Click in **Install**.



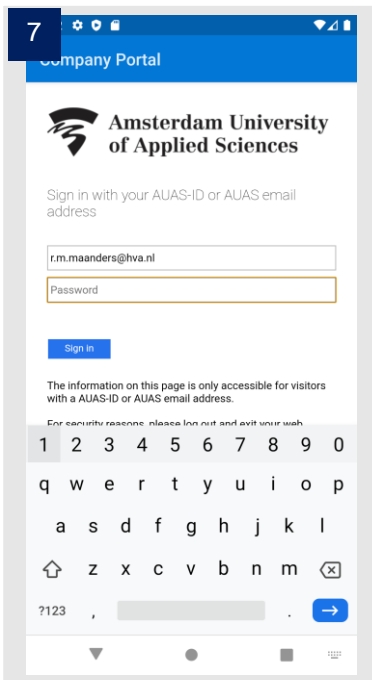
Click on **Open**.



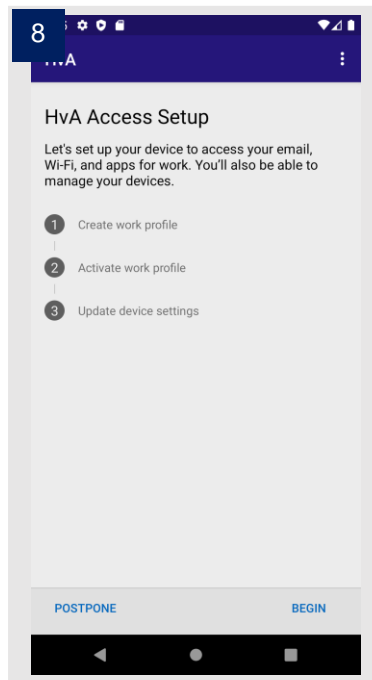
Click on **Sign in**.



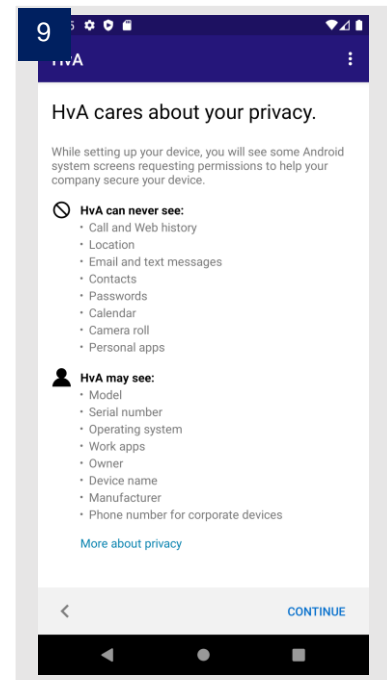
Enter your HVA email address and click on **Next**.



Enter the password associated with your HVA e-mailaddress and click **Sign in**.



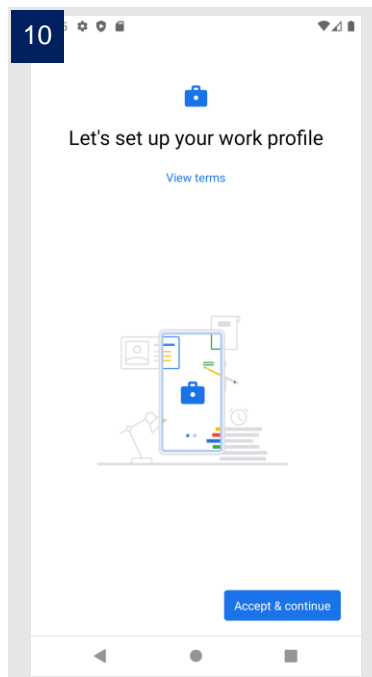
Click on **Begin**.



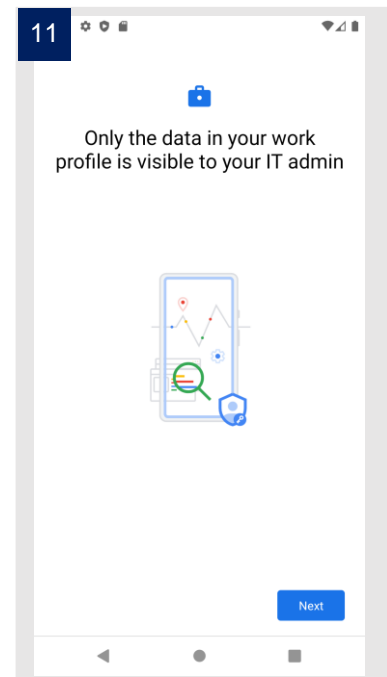
Click on **Continue**.

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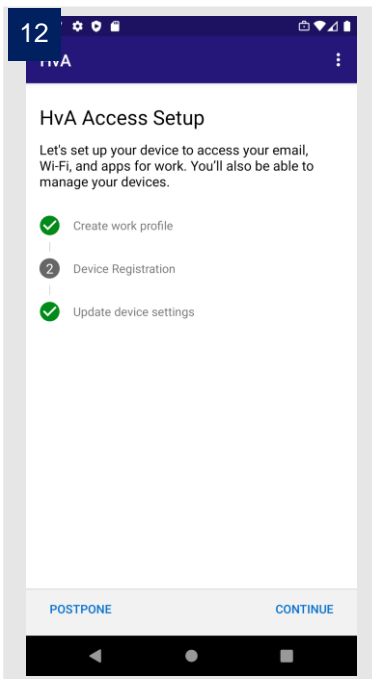
To find out which information is recorded, consult the FAQ on the A-Z page:
<https://az.hva.nl/security>.



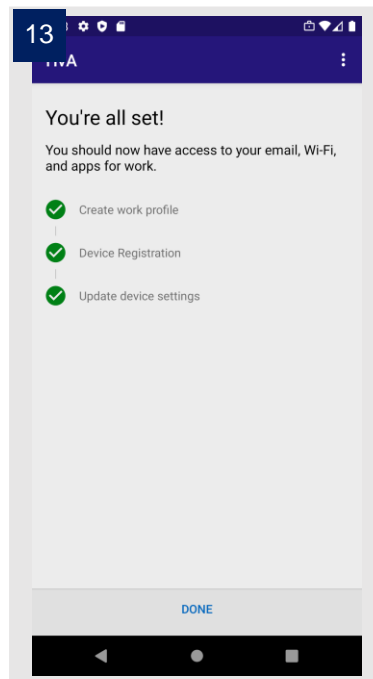
Click on **Accept and Continue**.



Click on **Next**.



Click on **Continue**.



Your workprofile is activated. Click on **Continue**.

If your device doesn't meet the HvA policy you will receive a message in the next screen. Follow the instructions to meet the policies. If you don't get any messages, your installation is done.

Please Note:

If you have another laptop, desktop or mobile device that falls under the policy for self-managed ICT workstations, then you are required to install the security fixes for all your devices. To access the instructions, click here: <https://hva.nl/security>.

Depending on your device's specifications, either hardware or software encryption will be applied. Software encryption requires an additional password when starting your device.

Thanks to you the HvA data are much more secure!