



How to enroll your iPhone to the Company Portal

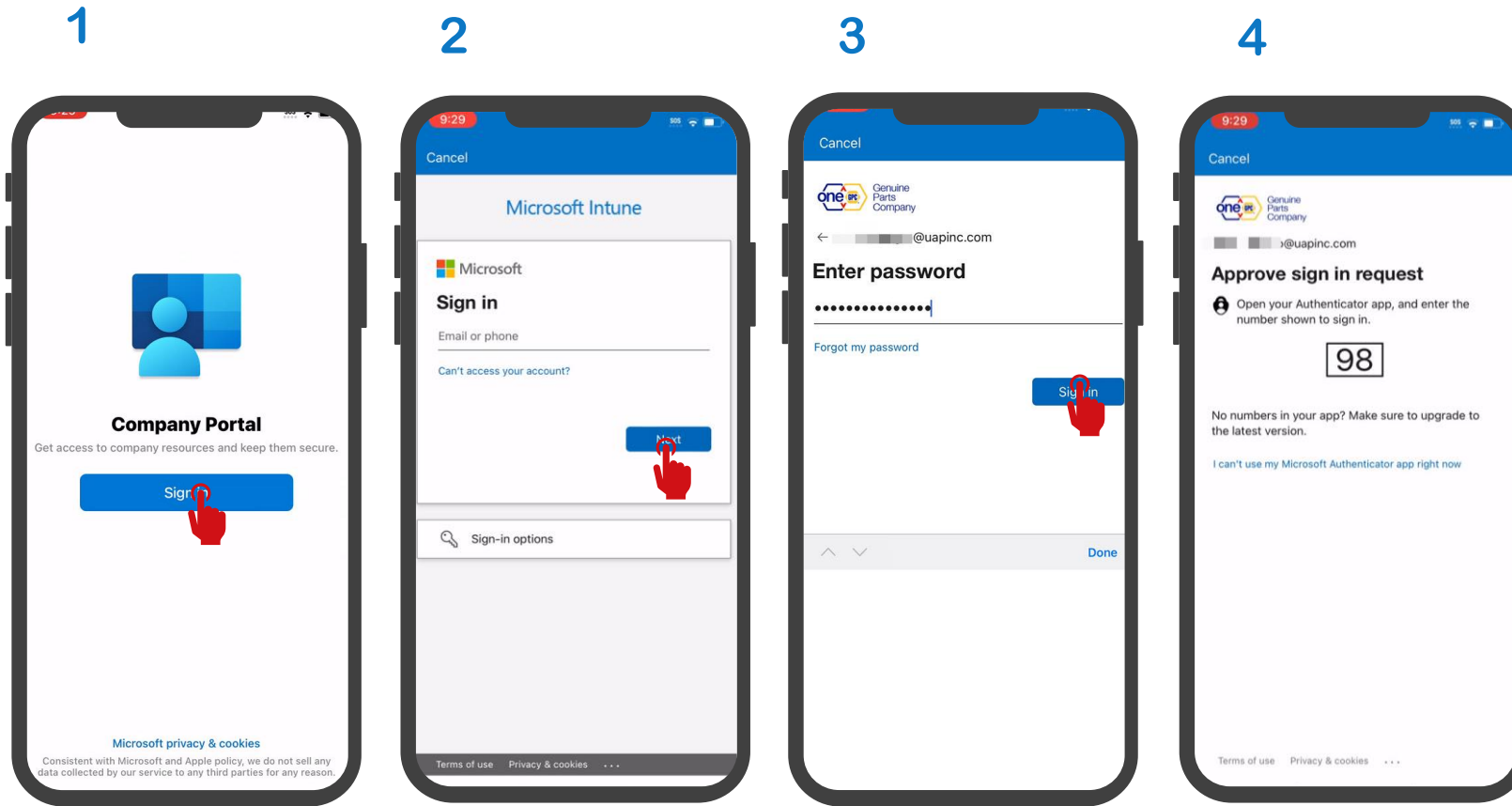
Follow the steps detailed here to enroll your personal device



1. Launch the Company Portal app



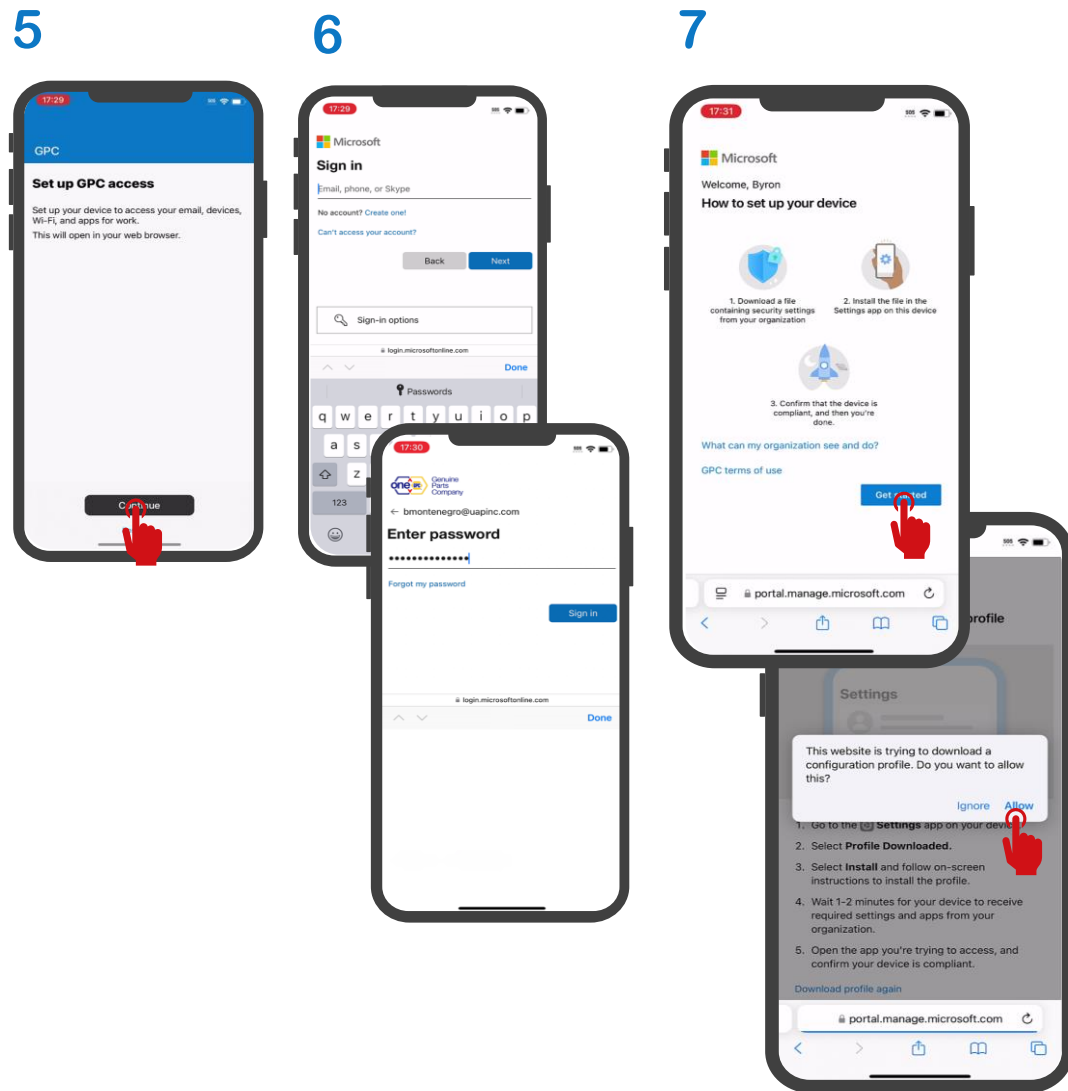
- Find and install the **Company Portal** app  from the **App Store**
- Follow the instructions [How to configure Microsoft Authenticator](#) before you start.



- 1 • Tap on **“Sign In”**
- 2 • Start the authentication process
Enter your computer's username (**@uapinc.com** or **@napacanda.com**)
- 3 • Enter your network password and tap on **“Sign in”**
- 4 • Tap on the notification received in the Authenticator app and enter the number that appears on the phone's screen

2. Begin the Enrollment process

The following steps install the **GPC** management profile to secure your personal device within our systems.

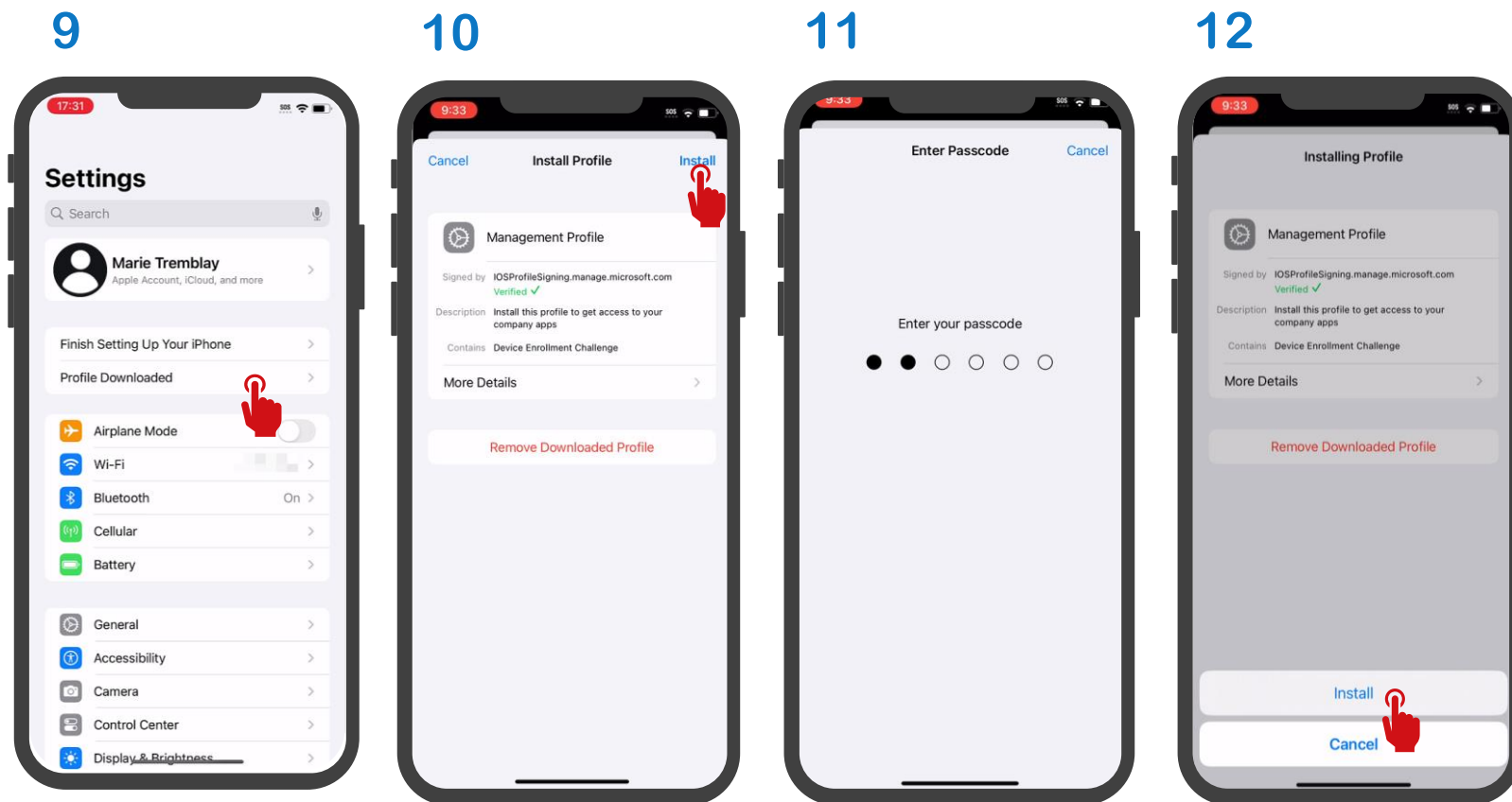


- 5 • At the Setup GPC Access screen type on **"Continue"**
- 6 • A Safari browser window will open.
 - *Enter your GPC credentials to authenticate*
- 7 • At the How to set up your device screen Tap **"Get Started"**
- 7a • At the prompt Tap **"Allow"**
- 8 • If you received this screen tap **"Start Security Delay"**
 - *Otherwise go back to the device home screen and tap on **"Settings"***

1 This delay last 60min and you will not be able to continue the enrollment process until the delay expires. Once the delay has expired start the process from **Step 1**.

3. Portal profile configuration

The following steps install the **GPC** management profile to secure your personal device within our systems.

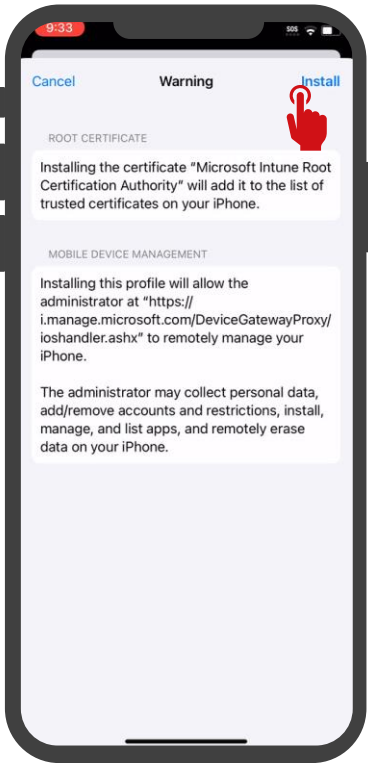


- 9** • If the security delayed has expired, you are now able to tap **"Profile Downloaded"** from the settings screen
- 10** • Tap on **"Install"**
- 11** • Enter your device's **passcode**
- 12** • In the profile installation page, you should see that the profile is **Verified** and Tap **"Install"**

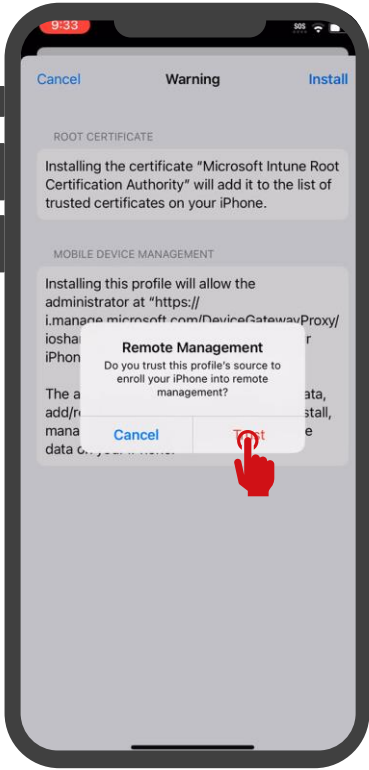
3. Portal profile configuration

The following steps install the **GPC** management profile to secure your personal device within our systems.

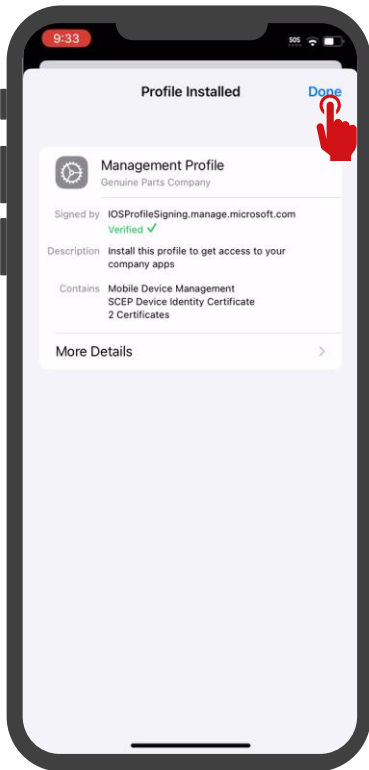
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- 13 • For more information on this certificate warning, see the last page of this document. When ready, tap on **"Install"**
- 14 • Tap **"Trust"**
- 15 • On the Installed Profile screen, tap **"Done"**
- 16 • On this screen, there is no action on your part
- Change screen and go to the home screen, wait for 15-30 seconds

3. Portal profile configuration

The following steps install the **GPC** management profile to secure your personal device within our systems.

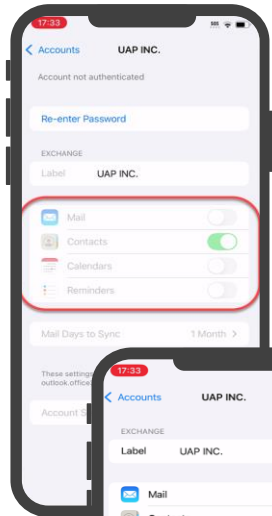


- 17** • Type **"Install"** to accept the installation for **PingID** and **Teams**
- 18** • Tap on **"Edit Settings"**
- 19** • The Settings app wants to use microsoftonline.com to connect.
• Tap **"Continue"**. You may be asked for your credentials.
- 20** • No action required on your part. Wait until the device registration process is complete.

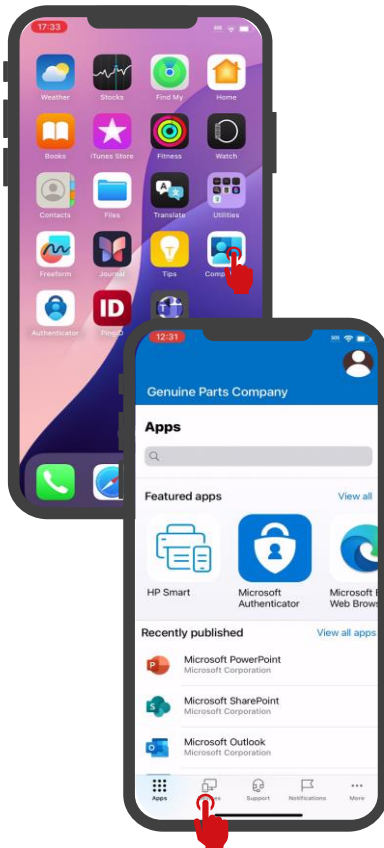
4 . Contact Synchronization and Enrollment validation

This step allows you to synchronize your contacts with the **Contacts** app on your device.

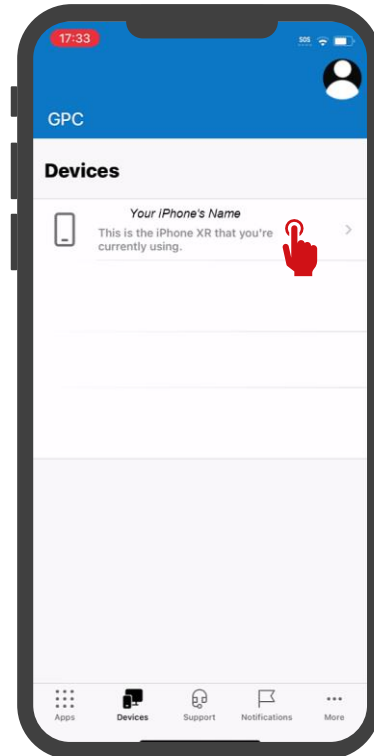
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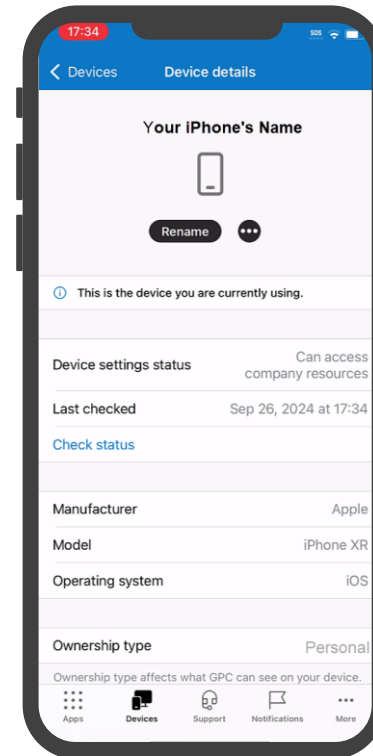
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- 21 • Wait until you can turn your contacts ON and OFF. Leave the option set 
- 22 • Change screen and go to your device "**Home**" screen and Tap "**Company Portal**"
 - Tap on "**Devices**"
- 23 • This screen displays your device name. Tap your device description
- 24 • This screen confirms that your device is registered.
 - Go back to the "Apps" menu in the Company Portal to install other apps such as Outlook, OneDrive, etc.