# What to expect when you first sign on

This guide will show you how to configure your Mac for when you first sign onto your device.

1. Initial log in

2. Apex one trend

3. Changing your 365 account password using your Mac

4. How to download LSE-approved apps

5. Policy – Register with Intune

6. How to add a second mailbox.

7. Connecting to a LSE network drive

# Initial login

Please use your LSE 365 login to create your device account.
(LSE Email address and 15+ character password)

NEVER ATTEMPT TO CHANGE YOUR DEVICE PASSWORD IT WILL STOP YOUR DEVICE FROM WORKING.

Please do not attempt to change your local device password, this will prohibit you from signing in when you reconnect to the LSE network.
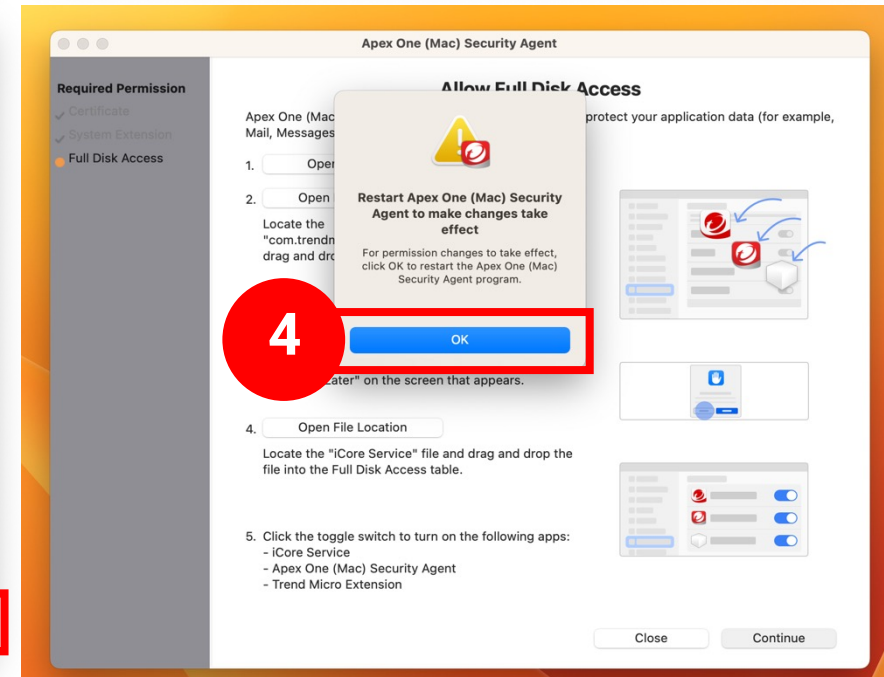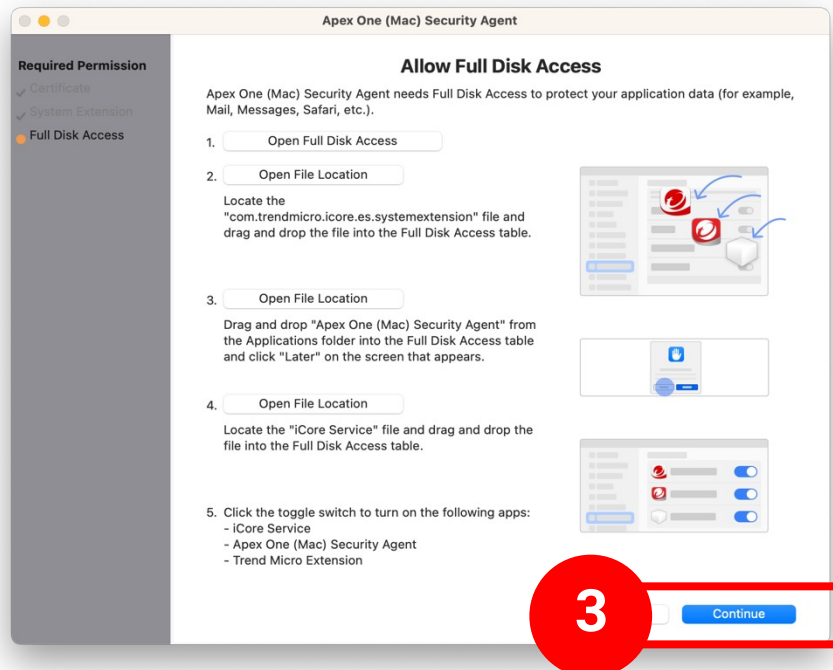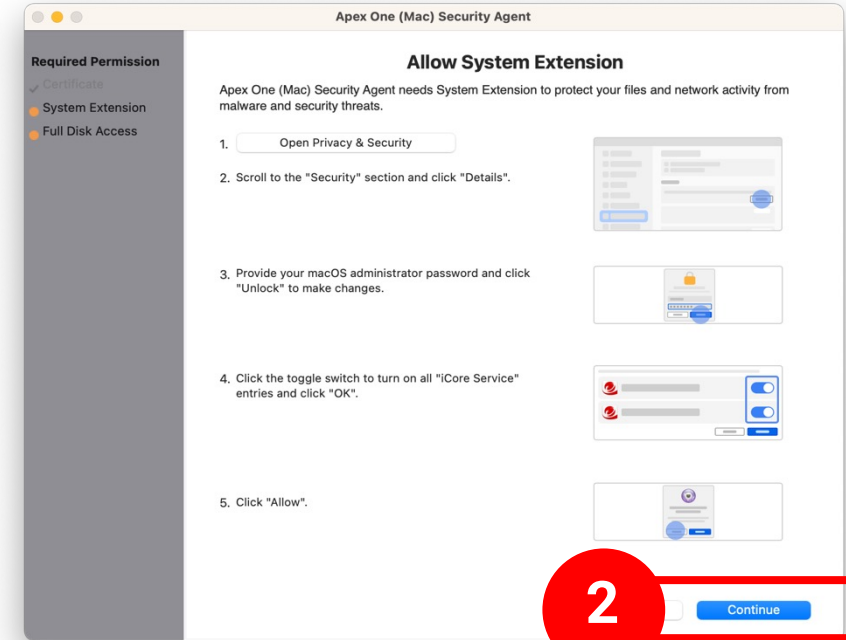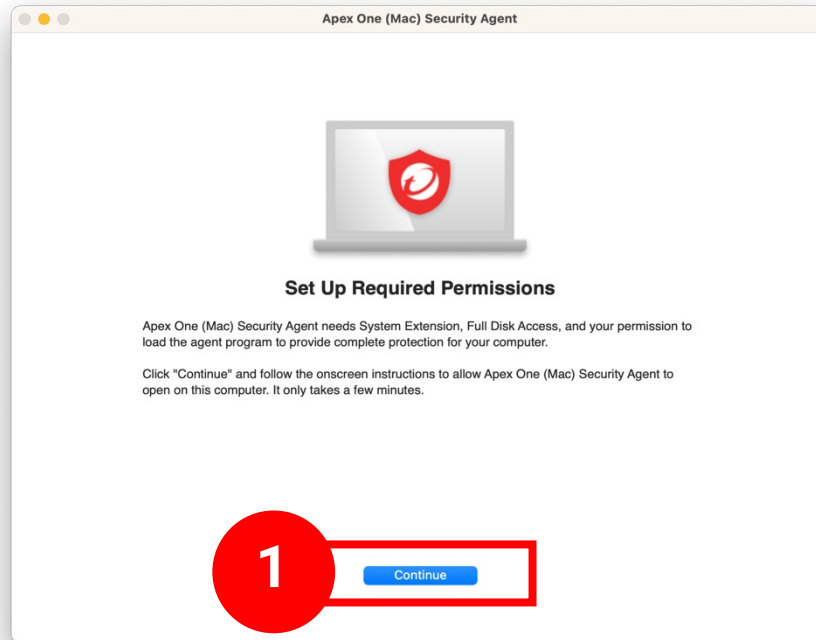(Please contact the service desk, who will facilitate your request)
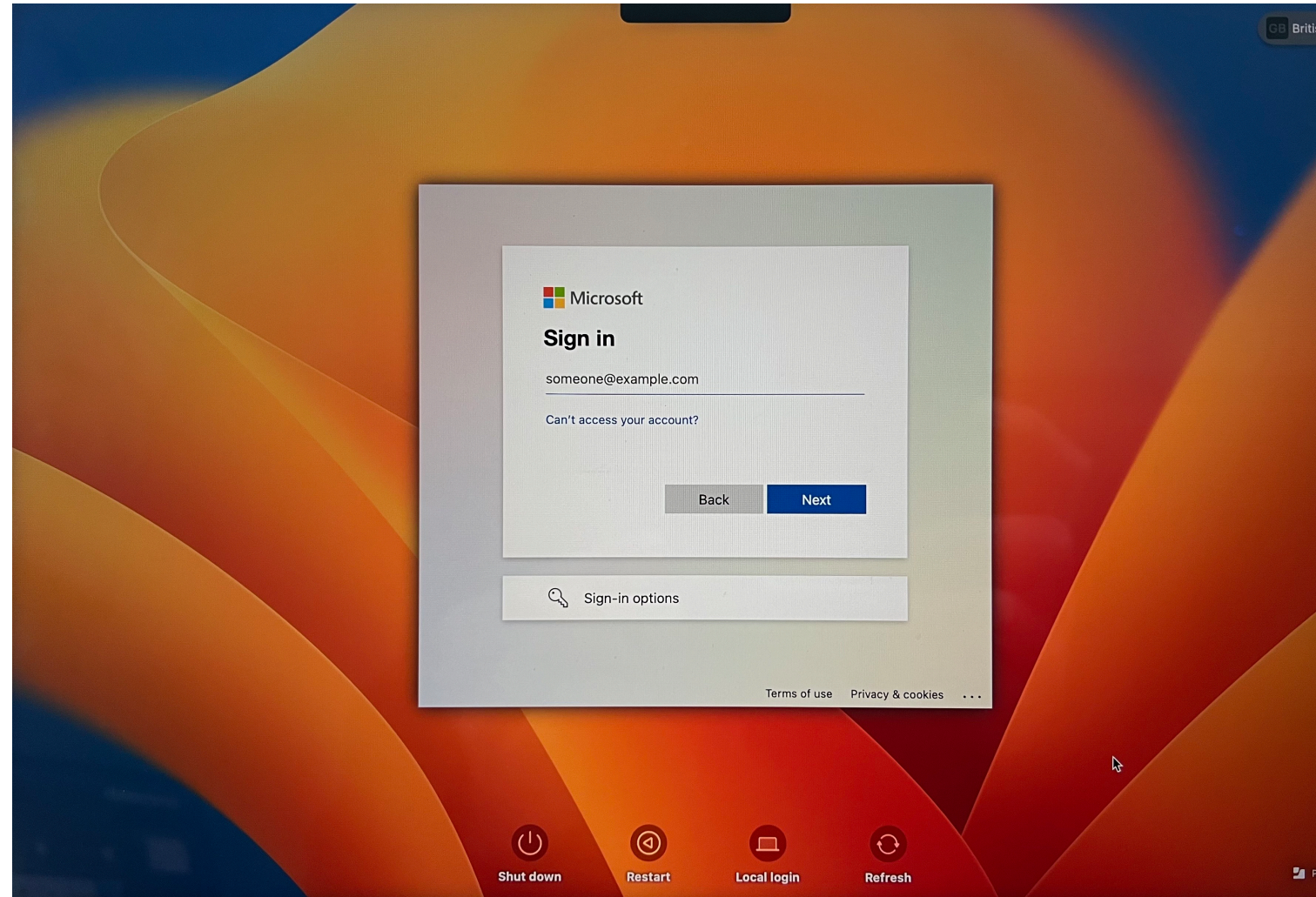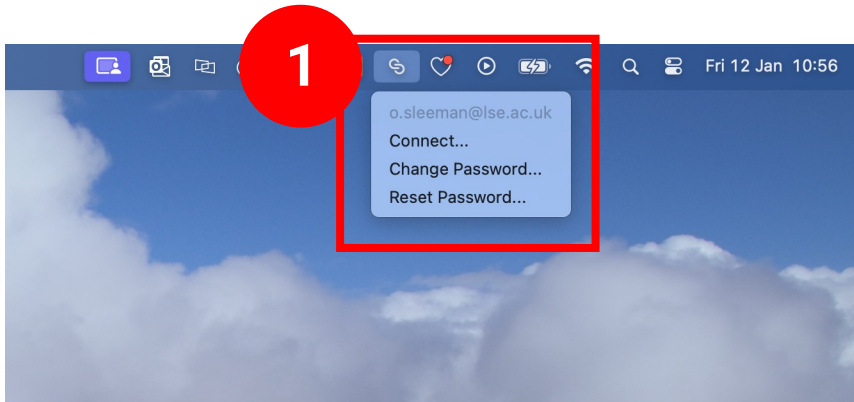
# Apex one trend pop-up

Apex One (Mac) Security Agent is the latest anti-virus software, <u>there is no need to change the default settings.</u>
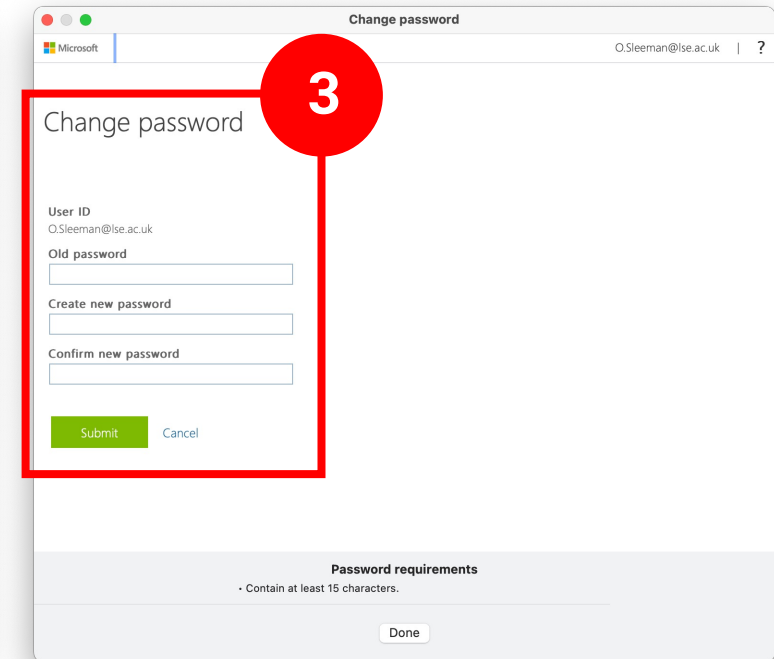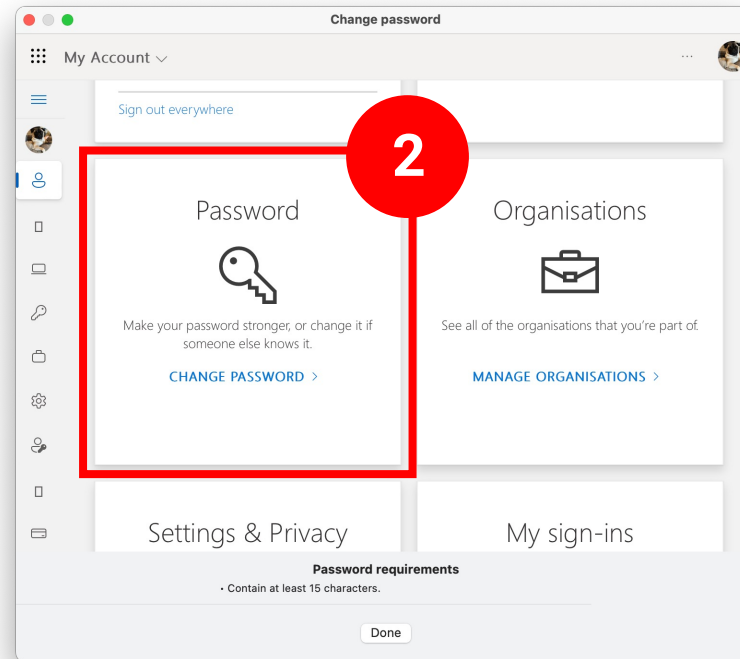
**YOU DO NOT NEED TO CHANGE YOUR SETTINGS.**

Upon first sign in the application will ask for setting permissions to be changed, when asked to do so choose 'continue' and 'ok' these settings are updated by the LSE Mobile Device Management system.
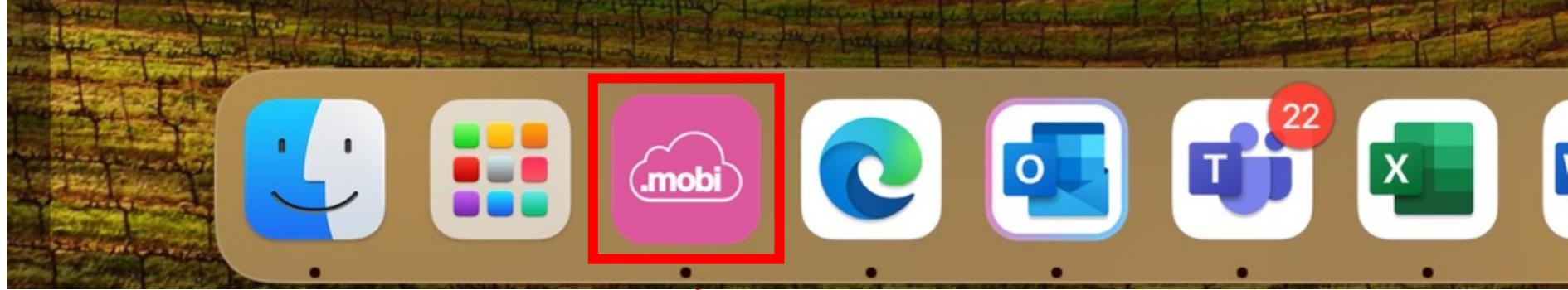
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**Apex One (Mac) Security Agent**

## Set Up Required Permissions

Apex One (Mac) Security Agent needs System Extension, Full Disk Access, and your permission to load the agent program to provide complete protection for your computer.

Click "Continue" and follow the onscreen instructions to allow Apex One (Mac) Security Agent to open on this computer. It only takes a few minutes.

**1** Continue

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**Apex One (Mac) Security Agent**

Required Permission
- Certificate
- System Extension
- Full Disk Access

## Allow System Extension

Apex One (Mac) Security Agent needs System Extension to protect your files and network activity from malware and security threats.

1. Open Privacy & Security

2. Scroll to the "Security" section and click "Details".

3. Provide your macOS administrator password and click "Unlock" to make changes.

4. Click the toggle switch to turn on all "iCore Service" entries and click "OK".

5. Click "Allow".

**2** Continue

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**Apex One (Mac) Security Agent**

Required Permission
- Certificate
- System Extension
- Full Disk Access

## Allow Full Disk Access

Apex One (Mac) Security Agent needs Full Disk Access to protect your application data (for example, Mail, Messages, Safari, etc.).

1. Open Full Disk Access

2. Open File Location

Locate the "com.trendmicro.icore.es.systemextension" file and drag and drop the file into the Full Disk Access table.

3. Open File Location

Drag and drop "Apex One (Mac) Security Agent" from the Applications folder into the Full Disk Access table and click "Later" on the screen that appears.

4. Open File Location

Locate the "iCore Service" file and drag and drop the file into the Full Disk Access table.

5. Click the toggle switch to turn on the following apps:
   - iCore Service
   - Apex One (Mac) Security Agent
   - Trend Micro Extension

**3** Continue

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**Apex One (Mac) Security Agent**

Required Permission
- Certificate
- System Extension
- Full Disk Access

## Allow Full Disk Access

Apex One (Mac... ...protect your application data (for example, Mail, Messages...

**Restart Apex One (Mac) Security Agent to make changes take effect**

For permission changes to take effect, click OK to restart the Apex One (Mac) Security Agent program.

**4** OK

Locate the "iCore Service" file and drag and drop the file into the Full Disk Access table.

5. Click the toggle switch to turn on the following apps:
   - iCore Service
   - Apex One (Mac) Security Agent
   - Trend Micro Extension

Close    Continue

# Changing your 365 account password using your Mac



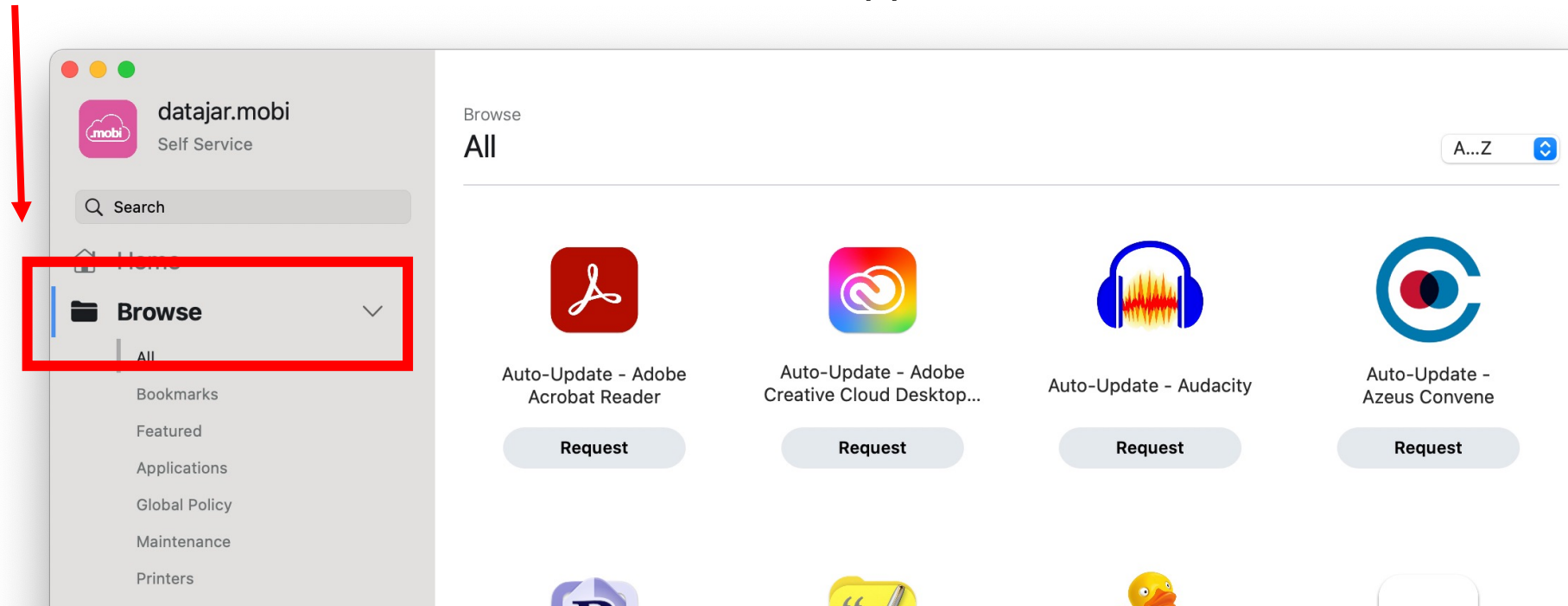When changing your Microsoft 365 password on your Mac please follow the shown steps.
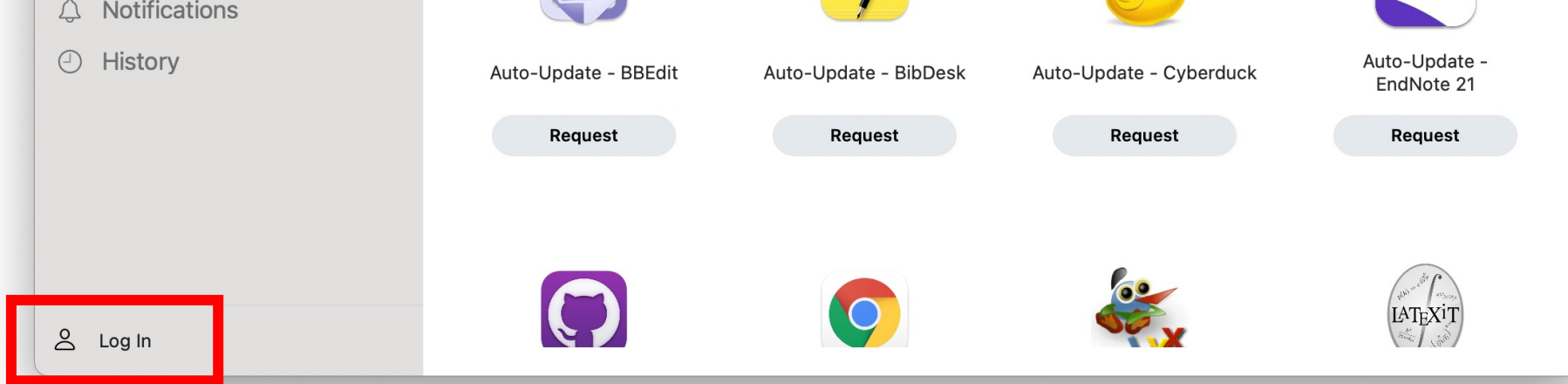
# Downloading applications
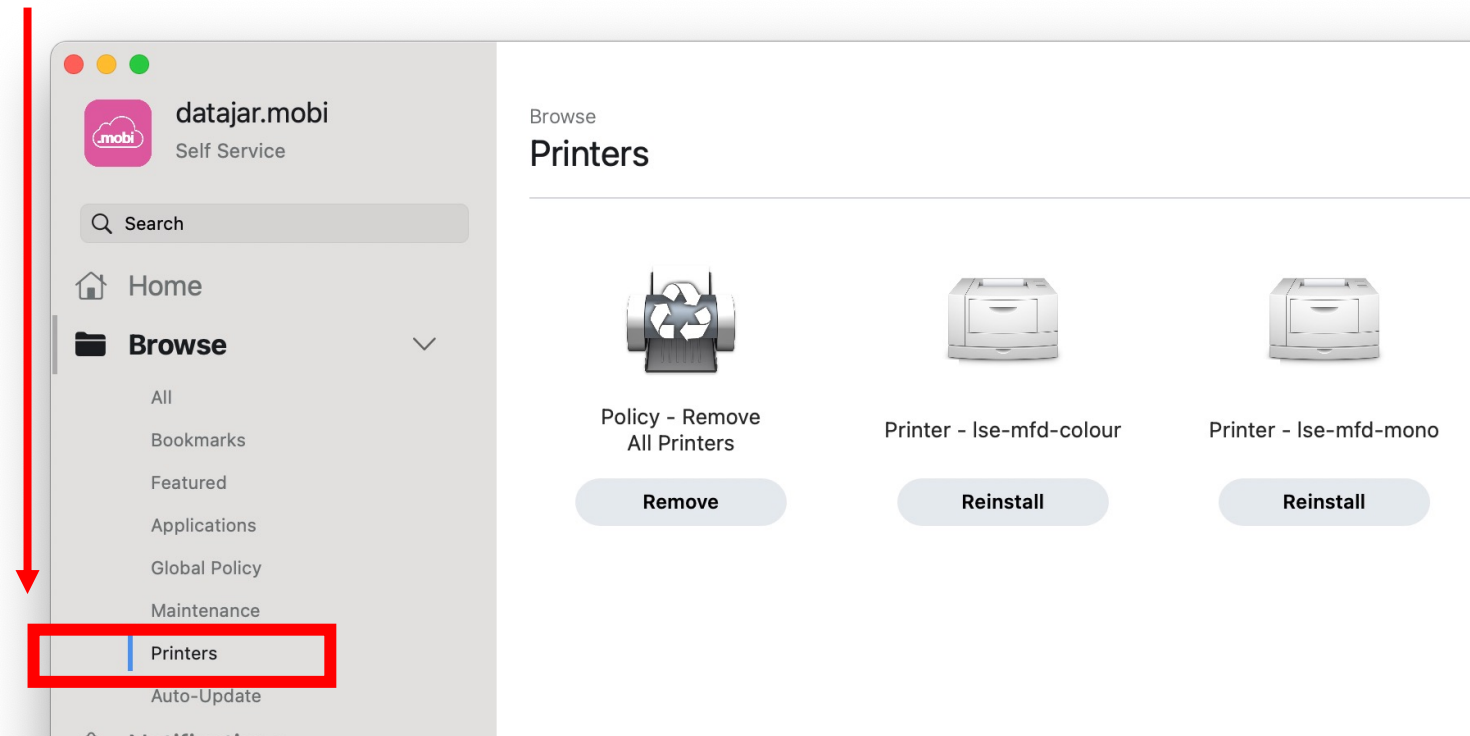


Use the Pink .mobi icon found in your dock or applications folder to download LSE approved and maintained applications.
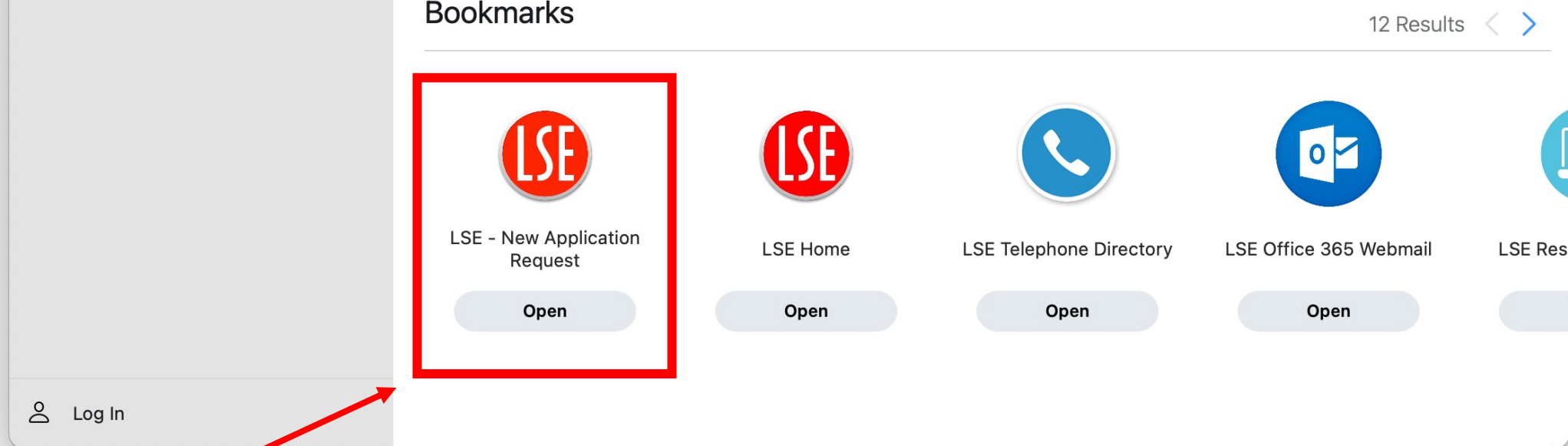
[datajar.mobi applications (lse.ac.uk)](datajar.mobi)

Once the Self Service app store is open, select 'Browse" on the left to see the full list of available applications.

Auto-Update - BBEdit

Auto-Update - BibDesk

Auto-Update - Cyberduck

Auto-Update - EndNote 21

**Request**

**Request**

**Request**

**Request**

Log In

'Log In' to see applications that are unique to you and may have been granted after using the software/applications form. This will include subscription/paid-for software.

Easley connect to the shared MFD printers through the .mobi app

**datajar.mobi**
Self Service

Search

Home

Browse

All

Bookmarks

Featured

Applications

Global Policy

Maintenance

Printers

Auto-Update

Browse
## Printers

Policy - Remove All Printers

Printer - lse-mfd-colour

Printer - lse-mfd-mono

**Remove**

**Reinstall**

**Reinstall**

Should the requisite work applications not be presently accessible within the .mobi self-service store, a convenient shortcut located in the 'Home' tab is provided for your convenience. This shortcut directs you to an online form where you can formally request the inclusion of the desired application into the store.

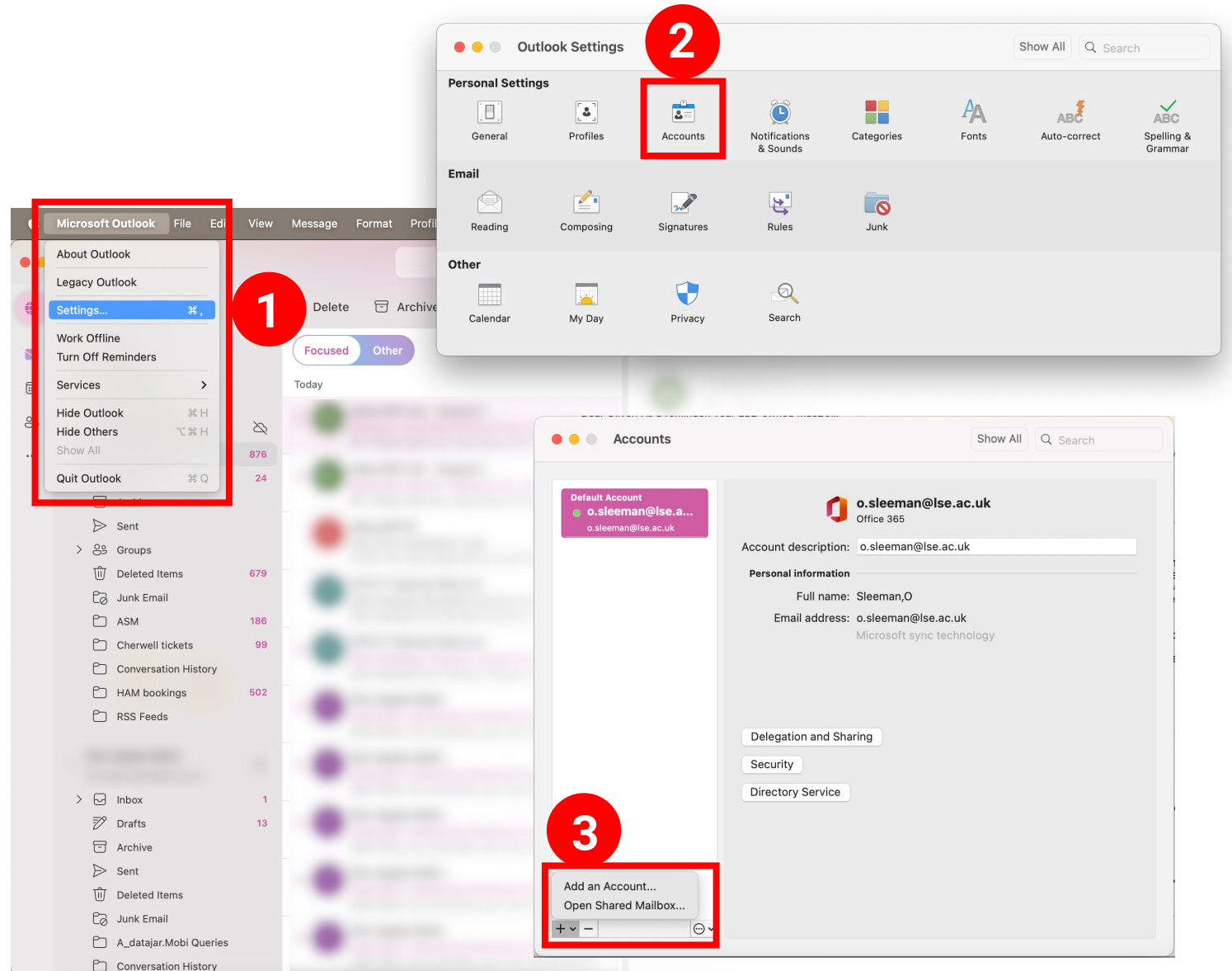# Policy – Register with Intune

Upon first sign in the 'Company Portal' log-in screen should appear automatically.

In the case, the Company Portal doesn't open or fails please restart the process in the .mobi self-service store. Following the steps shown.
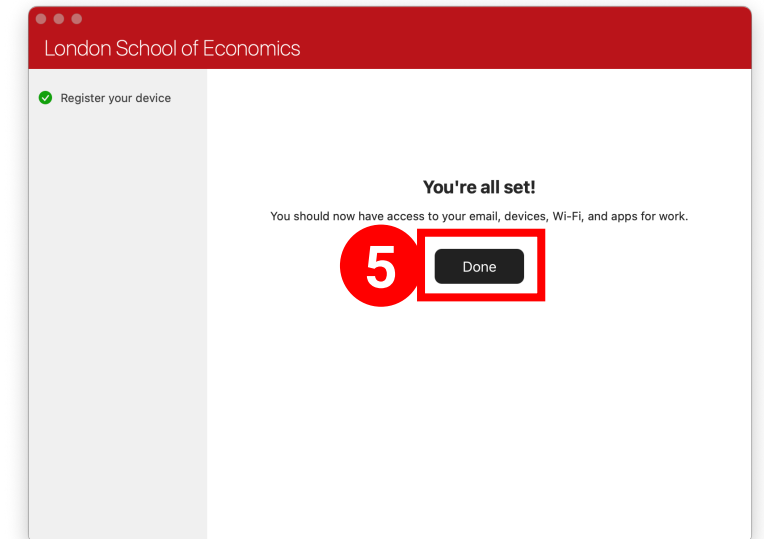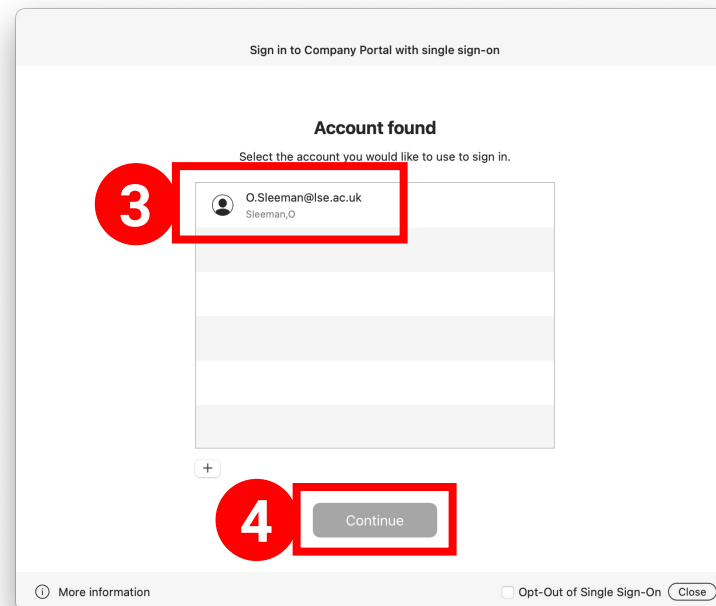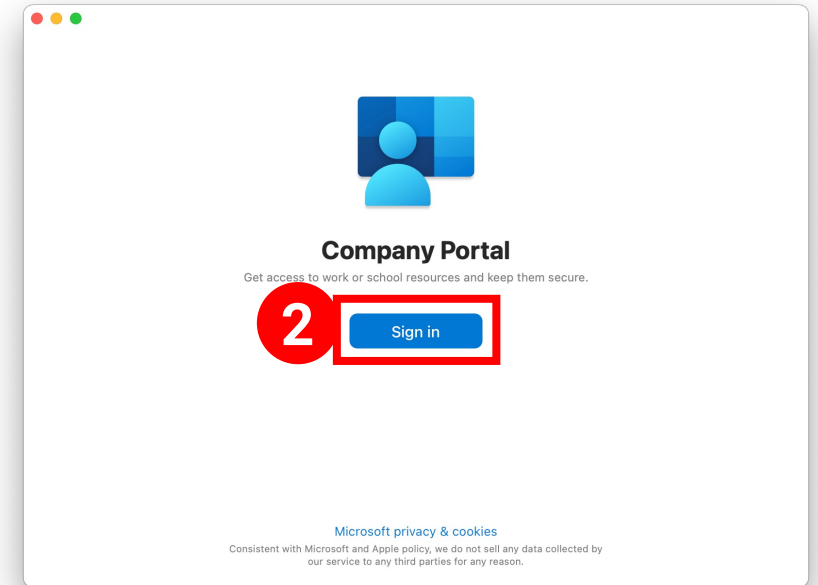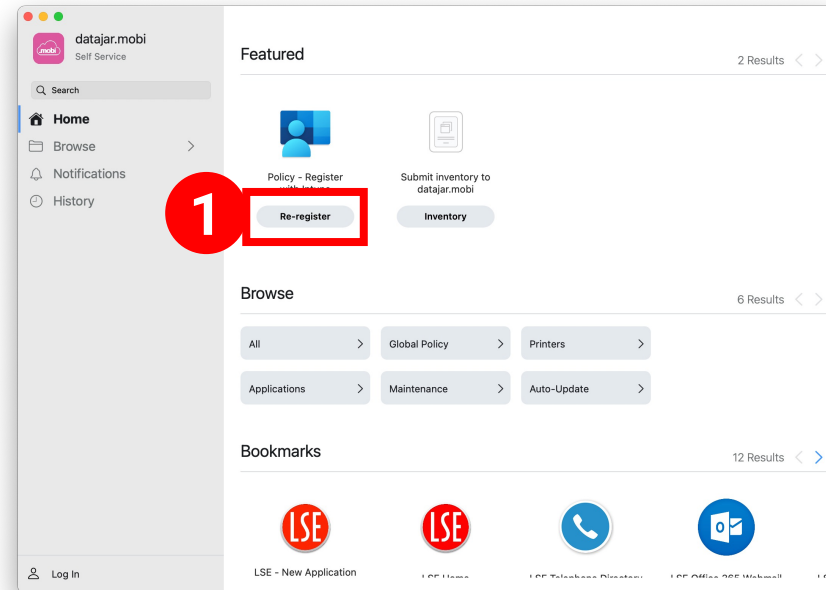
# Adding a second mailbox to outlook

Open Outlook and go to the settings tab, follow the steps shown.

# Connecting to LSE network drive (PDRIVE)

Open finder then follow the steps 1 - 7