

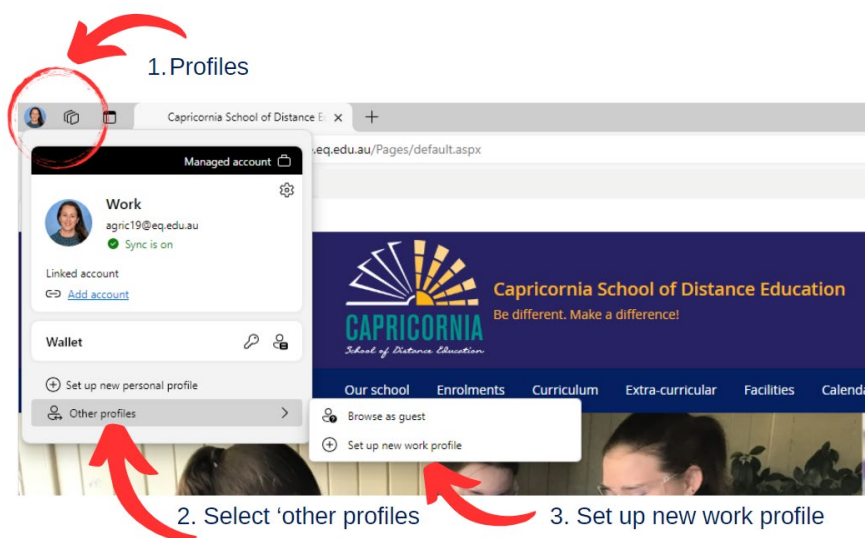
Set up – School Profile on student personal devices

Step One

Open your browser – Microsoft Edge and then go to the profiles (located in the left top corner).

If it has a different account to your school account, example (Gmail/Hotmail etc)

- select **“other profiles”** and then **“set up new work profile”**
- enter your **EQ email** address username@eq.edu.au
- enter **password**.



Step Two

Select **Sync data** and **sign in**

- Double check that Sync is on!

Step Three

Once you login you will now be able to **switch from One Profile to another**.

When you're accessing school sites including Office365 – <https://office.com> you will see 'Department of Education' on the top left side. If you hover over it, it will say Organisational Logo

Also check that you can logon to other Education sites through our website <https://capricorniasde.eq.edu.au/support-and-resources/student-resources>

If you need further support please email - it.support@caprocksde.eq.edu.au

Double check that Sync is on!

