

Mobile Device Management

Windows 8 Mobile Devices




Mobile Phones

Mobile Device Management (MDM) software secures, manages and supports mobile devices deployed within Arup. MDM functionality includes access to Arup applications, data and configuration settings. This guide will detail the steps required for installation of the service.


Removal of Existing Email Account

Any existing Arup mailbox must be deleted before proceeding with the installation of MDM, failure to do this will result in duplicate mailboxes leading to accelerated battery depletion.

To remove an existing mailbox:

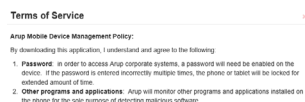
1. Click **Settings**  Settings
2. Select **Email and Accounts**  email+accounts
set up email, contacts, Facebook, and others
3. Press and hold on the account you wish to remove  Arup Exchange AMX - B&B
eric.fuhrmann@arup.com
4. When the menu prompt appears select **Delete**

Enrolling in MDM

 To enrol the device first open an instance of Internet Explorer, Microsoft's standard web browser, and navigate to:

mymobile.arup.com/reg

The Terms of Service will then be presented which should be read and accepted in order to move forward.



Tap anywhere in the black area of the screen to continue

The service will then request that you input a username and password, these are the same credentials that are used to login to your computer i.e. firstname.surname as the username and your defined password.

You should also select the appropriate option to state if the device is owned by you (**My Device**), or has been provided to you by Arup (**Corporate Device**).

Select the tick box **'I Agree To The Terms'** and choose **'Lets Register'**



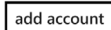

Despite receiving an error stating registration has failed, the registration has actually been successful, you can now close the web browser.

Registering MDM


You will have received an email from mdm@arup.com containing further registration instructions.


Using your PC copy the PIN number you have received and follow the link provided. You will be prompted to enter the PIN, after which you will be taken to a page with various Windows phone screen shots, disregard these pictures and return to your phone.

To complete the registration:

1. Navigate to **Settings**  Settings
2. Select **Company Apps**  company apps
add a company account
3. Choose **Add Account**  add account
4. Enter the username and password which is used to sign in to your computer i.e. firstname.surname, and select **Sign In**
5. Enter the **server name** which was provided earlier within the email.  Server
mdm.arup.com
6. Select **Sign In**
7. The account will now be added to your device, ensure the 'Install company app or hub' box **remains ticked** Install company app or Hub
8. Click **Done**
9. Under Company Apps you should now see that Arup has been enrolled.

Email Sync

 After a couple of minutes you will see a new email application labelled Arup Exchange AMX.

1. Open the application
2. Select the refresh icon 
3. You may be asked to input your username and password, these are the same details used to sign in to your computer.
4. Click **Save**

The phone will then begin syncing, this process may take a few minutes.

Once completed you will be able to access all emails, contacts and appointments via the Arup Exchange application.

