



**Plympton
International
College**

BYOD Student User Guide

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BYOD STUDENT USER GUIDE

In this document, you will find:

- 1. How to connect BYOD Device to PIC wireless network for Windows.**
- 2. How to print from your devices when connected to college WiFi network.**
- 3. How to logon to EdPass and SENTRAL.**
- 4. How to download Microsoft Applications from Office 365.**

1. Connecting BYOD Devices to PIC WiFi network

a) From Home : Follow the instructions to install the security certificate according to the instructions shown below.

b) Or if at College : Click on the wireless connection icon/wifi connection of your device. Select PIC_BYOD, enter your curriculum\username logon details (eg, username : jdoe, password : passw0rD1\$) and click connect.

To connect your BYOD device to PIC wireless network (for Windows devices) download the security certificate from the following link and then follow the instructions below :

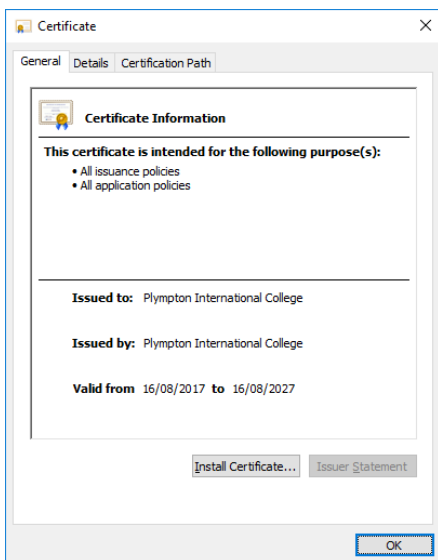
Download the Security Certificate : ([Click Here](#))

Or go to : <http://ca.schools.sa.edu.au/> And select : [SAEDURootCA.cer](#) to download the certificate.

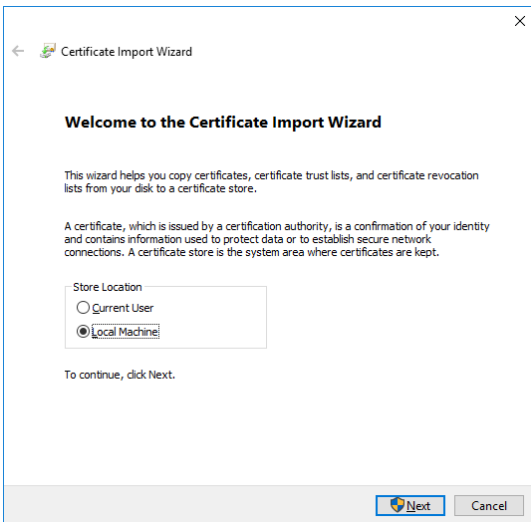
(To connect Apple devices download the certificate and follow instructions for

MacOS : https://www.plymptoncollege.sa.edu.au/uploads/files/Installing_SAEDU_Certificate_for_MAC.pdf

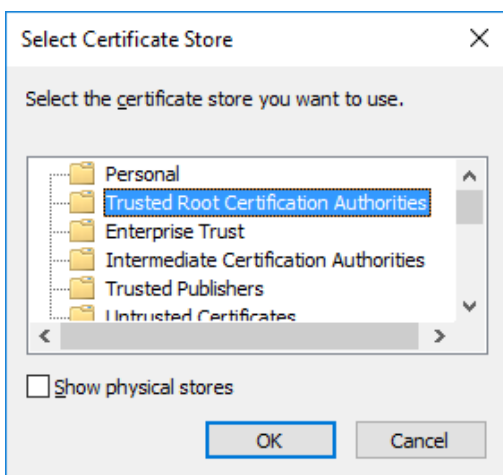
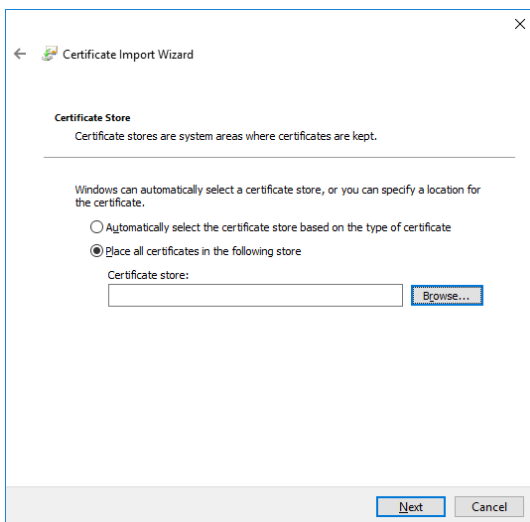
1. Once downloaded click save and then open, click install certificate.



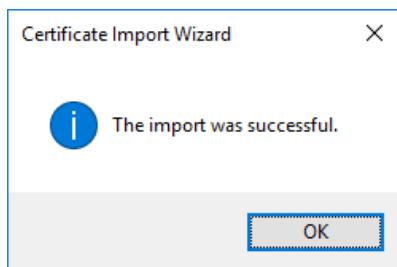
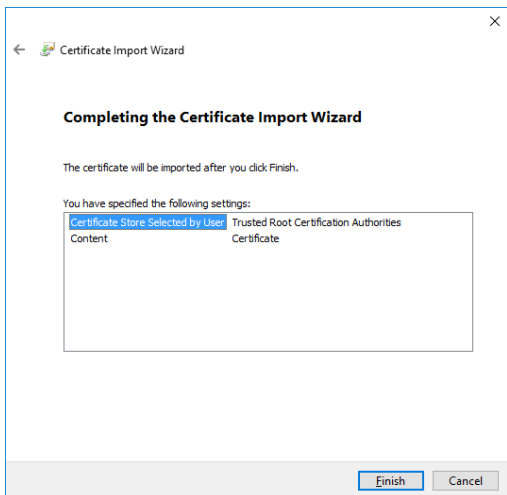
2. Click local machine, then Next button.



3. Select "Place all certificates in the following store" and click browse and then select "Trusted Root Certification Authorities", then click the Next button.



4. Click Finish. Then click OK when you see "The Import was successful".



5. When this window appears, click OK.



6. Close all browser windows. Re-open browser and test you have a live connection. You may need to restart your computer. Make sure your time and date are set to the correct date and time (Adelaide).

2. How to print from your devices when connected to college WiFi network

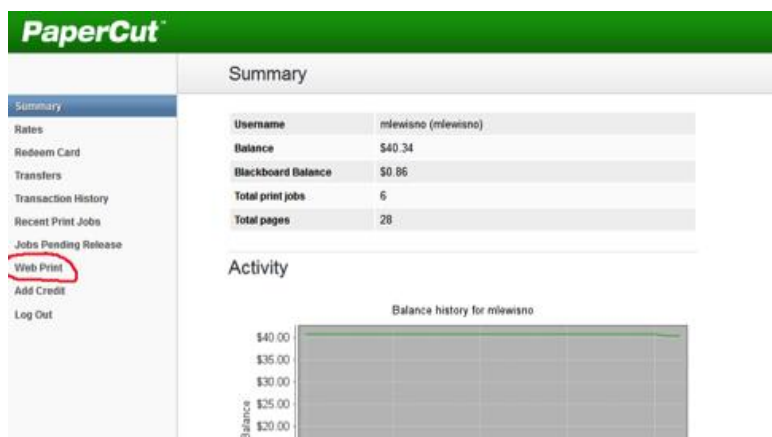
Documents can be in pdf, word, and excel, PowerPoint or an image file format to print

1. Open the browser and type in the following address : <http://10.72.104.127:9191>
2. Enter your **curriculum \username** logon details and **password**.



The image shows the PaperCut login interface. It features the PaperCut logo at the top. Below the logo, there are three input fields: 'Username' with the text 'admin', 'Password' with a masked password of seven asterisks, and 'Language' with a dropdown menu set to 'English'. A 'Log in' button is located at the bottom right of the form.

1. Once you have logged in, the paper cut summary window will load. Click the “**web print**” link on the left hand side of the window.



The image displays the PaperCut Summary page. The left sidebar contains a navigation menu with the following items: Summary, Rates, Redeem Card, Transfers, Transaction History, Recent Print Jobs, Jobs Pending Release, Web Print (circled in red), Add Credit, and Log Out. The main content area is titled 'Summary' and contains a table with the following data:

Username	mlewiso (mlewiso)
Balance	\$40.34
Blackboard Balance	\$0.86
Total print jobs	6
Total pages	28

Below the table is an 'Activity' section with a line graph titled 'Balance history for mlewiso'. The y-axis is labeled 'Balance' and ranges from \$20.00 to \$40.00. The graph shows a flat line at \$40.00.

2. This is the web print window. To begin click the “**submit a job**” link.



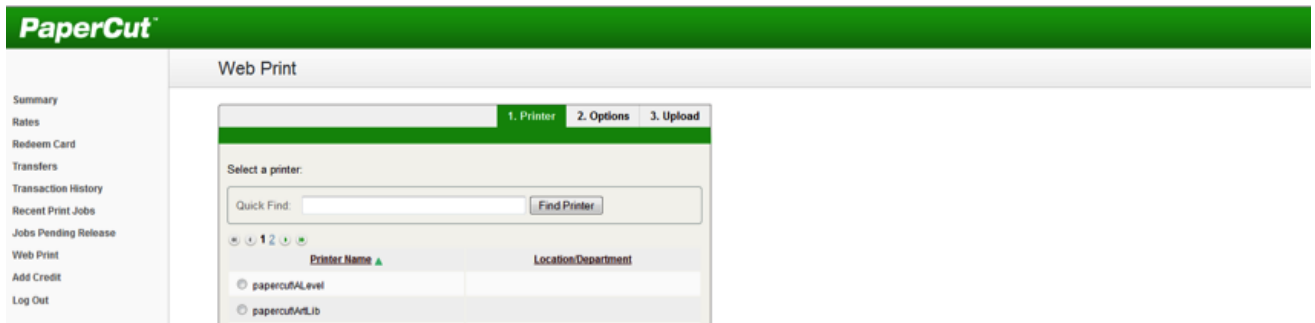
The image shows the PaperCut Web Print page. The left sidebar is the same as in the previous screenshot, but 'Web Print' is now selected and highlighted. The main content area is titled 'Web Print' and contains the following text:

Web Print is a service to enable printing for laptop, wireless and unauthenticated users without the need to install print drivers. To upload a document for printing, click Submit a Job below.

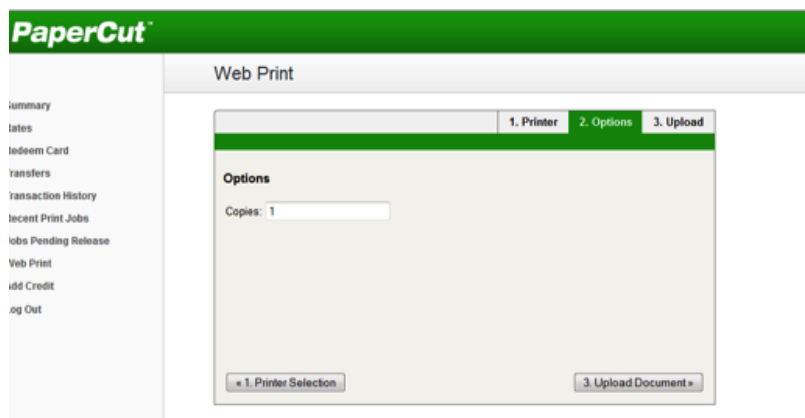
[Submit a Job »](#)

Below the text is a table with the following columns: Submit Time, Printer, Document Name, Pages, Cost, and Status. The table is currently empty and contains the text 'No active jobs' in the center.

5. The next window will have a list of printers. Go ahead and select whichever printer you wish to print. Scroll down to the bottom of the window and click the “**print options and account selection**” button to continue.



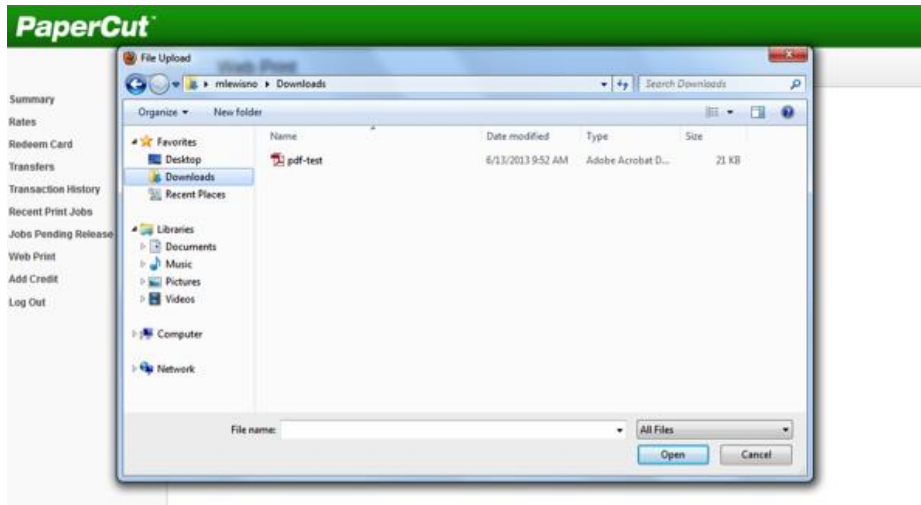
6. Select the number of copies of your document you wish to print and click “**upload document.**”



7. Now select your document to upload by clicking “**browse.**” please make sure your document is in one of the listed supported document types. Note: if you are using a mac and your document is not a supported type, you can go to **file -> print**, and then click the “**save as pdf**” option. Once you have saved it, you can upload this pdf instead.

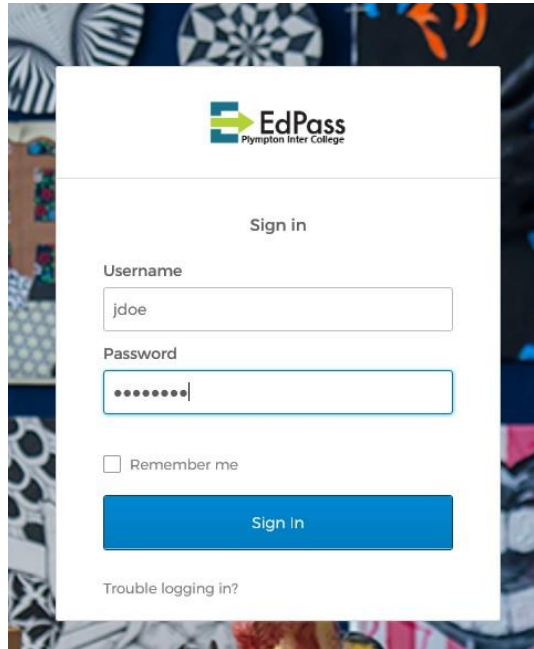


8. A file upload window will open. Navigate to where your file is saved, select and click “**upload.**” the window will close. Then click “**upload and complete**” to print your document.



3. How to logon on to EdPass and SENTRAL

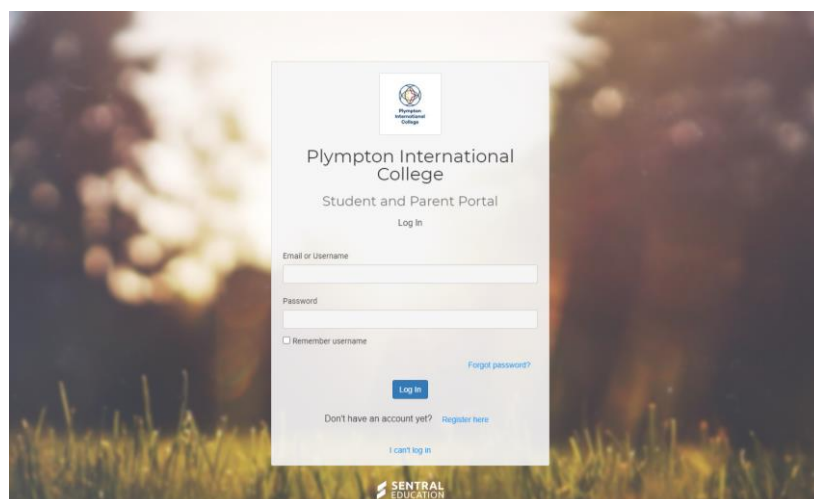
1. **EdPass** : Type <https://portal.edpass.sa.edu.au/> on the Web. Enter your **curriculum username** (ie : jdoe) and your **password**.



2. **SENTRAL** :

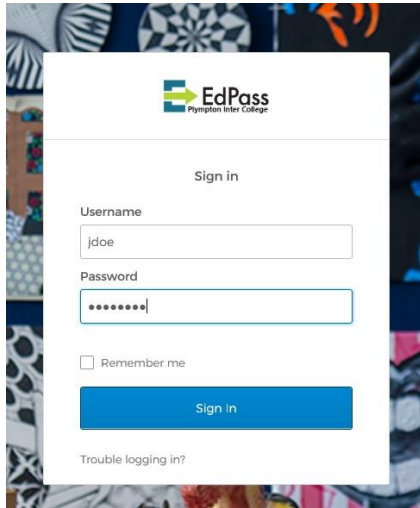
Use the following link: <https://plymptoncollege.sentral.com.au/portal2/#!/login>

Enter your **curriculum \username (ie : jdoe)** and **password** to login into **SENTRAL**.

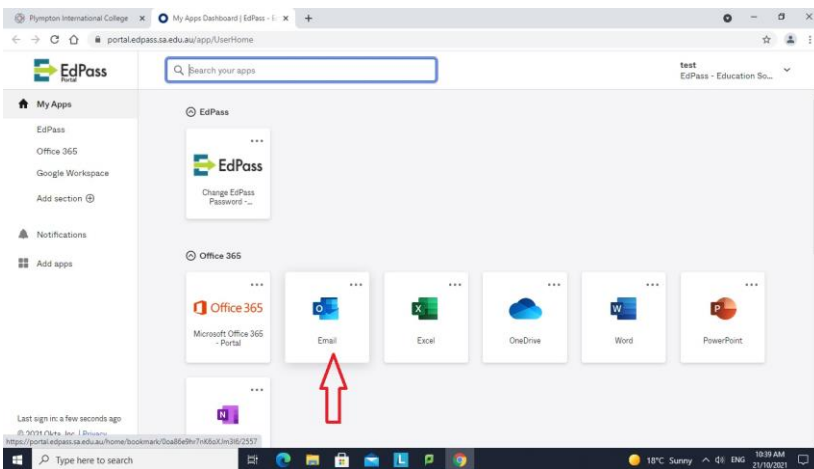


4. How to download Microsoft Applications from Office 365 (Do this from your home WiFi)

1. Logon on to **EdPass** : Type <https://portal.edpass.sa.edu.au/> on the Web. Enter your **curriculum username** (ie : jdoe) and your **password**.



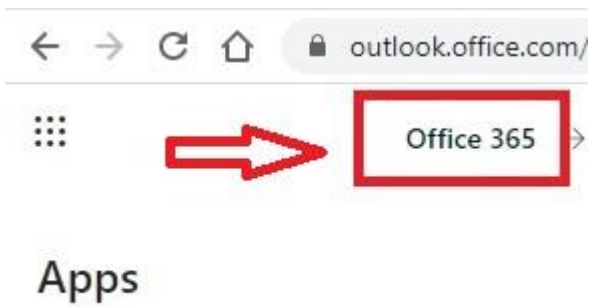
2. Click on **Email** :



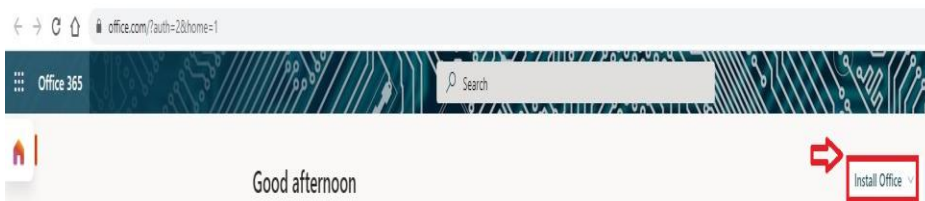
3. When Outlook Email opens, Click the **App Launcher** (9 square dots at the top left of the outlook page, see below):



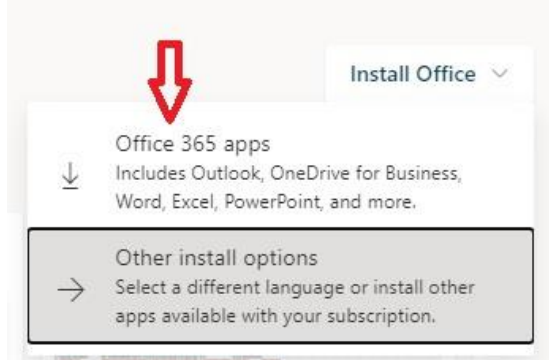
4. Click **Office 365** :



5. Click **Install Office** :



6. Click Office 365 Apps (this will begin the download)



7. Once downloaded, open the file and it will begin installing the Office365 apps.

