# KAPUNDA
## *High School*

## BYOD Laptop Setup 2025

*Please use the electronic version of this document so the links can be used for setup.*

**\* This setup guide assumes that you have successfully connected to the KHS_Wireless Network. If not, instructions can be found to use at school here.**

**New students will require a password and login information sheet, which is usually handed out on Day 1 of school or during an earlier laptop setup day. Passwords for previous students from last year have not been changed.**

## The following steps can be run from school or at home

☐  Download and Install Google Chrome (unless already installed).
   You may wish to set it as your default browser.
☐  Open https://byod.kapundahs.sa.edu.au in Chrome and set it as a bookmark. Save to the Bookmarks bar.
☐  In Chrome, you may wish to turn on the bookmarks bar, click on…
   ⋮  ›  Bookmarks  ›  Show Bookmarks Bar.    (or click "ctrl + shift +b")
☐  Click the link to access the EdPass portal https://portal.edpass.sa.edu.au, here you can auto sign in to a number of applications provided by the school or the department. Add this to your bookmarks bar

When you first see the EdPass Screen, search for Kapunda High School. Once selected and you see "Kapunda HS" appear under the EdPass logo you are all good to login with your KHS Account.
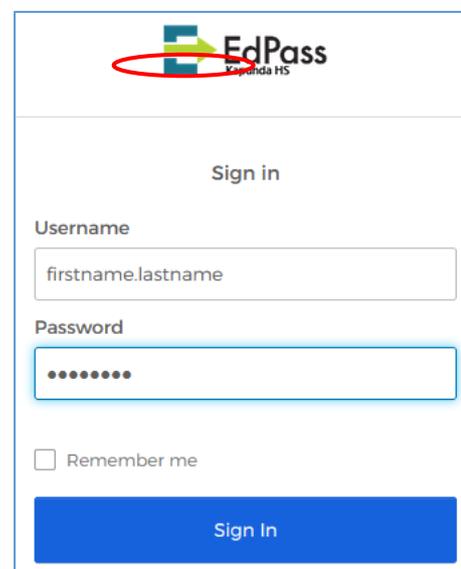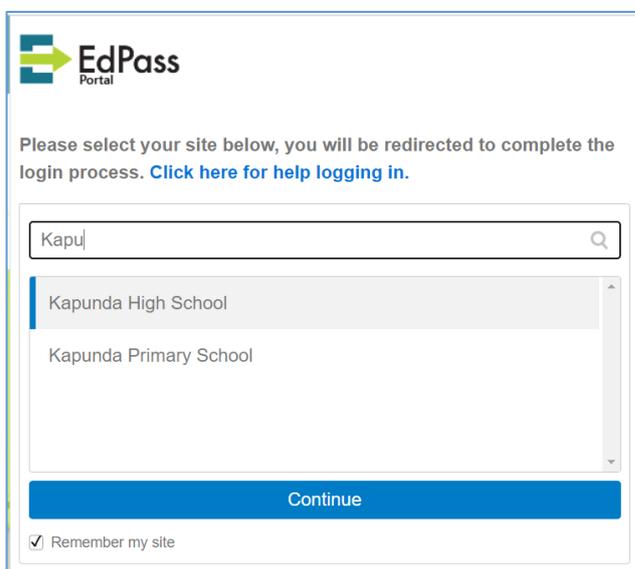


*(If it doesn't say Kapunda HS at the top you will need to click the link that says "Trouble logging in" and then "Select a different site" to search for Kapunda High School)*

☐  Go to the BYOD Links page and click on Daymap. Check that you can login with your KHS EdPass Password.
☐  Set this as a bookmark too, so you can always get to Daymap easily.

☐  Login to your school email at outlook.office.com using your **@schools** email address and EdPass.

**BYOD Laptop Setup 2025**
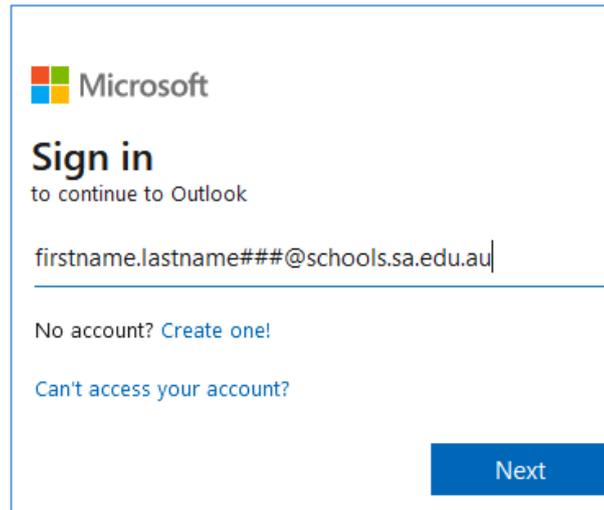


☐ Install Office 365

Login to office.com using the same details (you shouldn't need to log in again)

Once the page loads click on the "Install Office" button and choose "Office 365 apps"
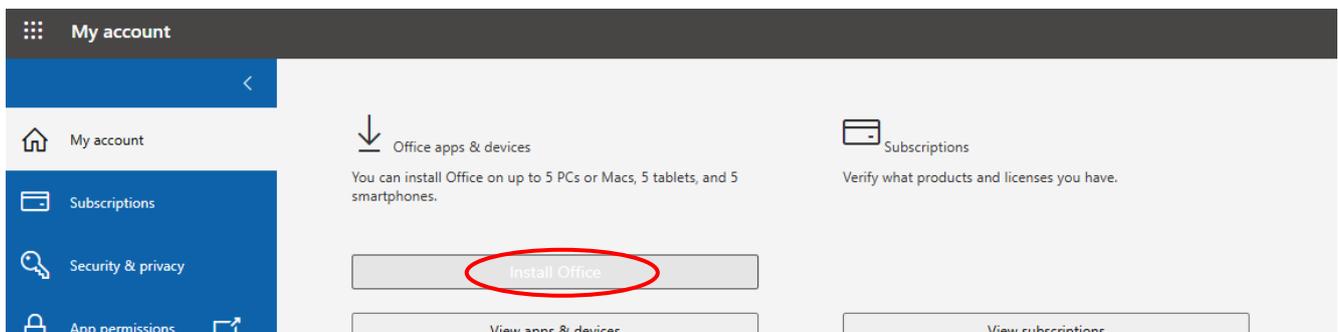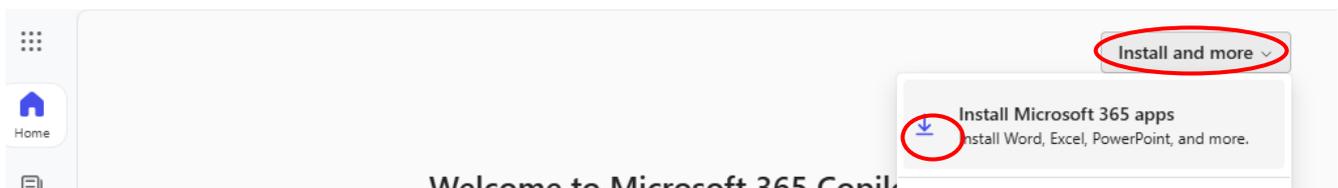




Office will now download and install on your computer. Once complete, open Microsoft Word and check if it works. You may be asked to sign in. If so, sign in with your @schools.sa.edu.au email username and then EdPass details.

☐ **Setup OneDrive**

OneDrive should already be installed as part of the Office 365 install above. Look for OneDrive in your Windows or Macbook apps. Sign in with your **@schools.sa.edu.au** email.

In some cases you might find OneDrive is already signed in with a personal account. If so you may need to find OneDrive settings (cloud icon in taskbar), find the accounts tab, then choose "unlink this pc". You can then sign in with your school account. (Sometimes quitting and re-opening the app helps)

☐ (Optional) Install and open Microsoft Teams
Download Microsoft Teams here. Sign in with your **@schools.sa.edu.au** email.

☐ Install Adobe Creative Cloud
Go to https://creativecloud.adobe.com and login using your **@schools.sa.edu.au** email address.



If prompted, choose to login with the "Kapunda High School Account" option
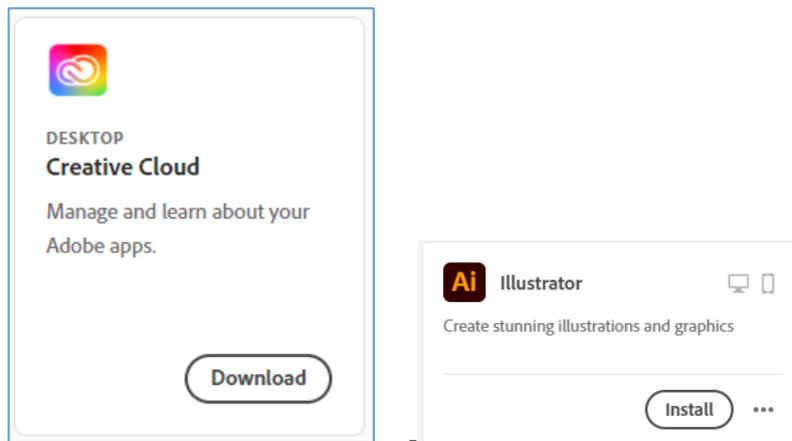


Once signed in, search for the "Creative Cloud Desktop" App. Download and install. This Desktop management app will allow you to insall other Creative Cloud apps when they are required for your subject. Once installed and signed in again with your @schools.sa.edu.au account, have a go at installing "Illustrator" or "Premiere Rush" first. Illustrator will be used by all Year 7 students this year.

☐ Install a Printer using PaperCut Print Software. Follow instructions on the BYOD Software page.
Click the "Install File" link for Windows.

When running the printer setup  - Year 7 students are recommended to select the copier named "Photocopier B (Middle School Building)"



**Other Accounts and Software will be setup when required for individual subjects.**