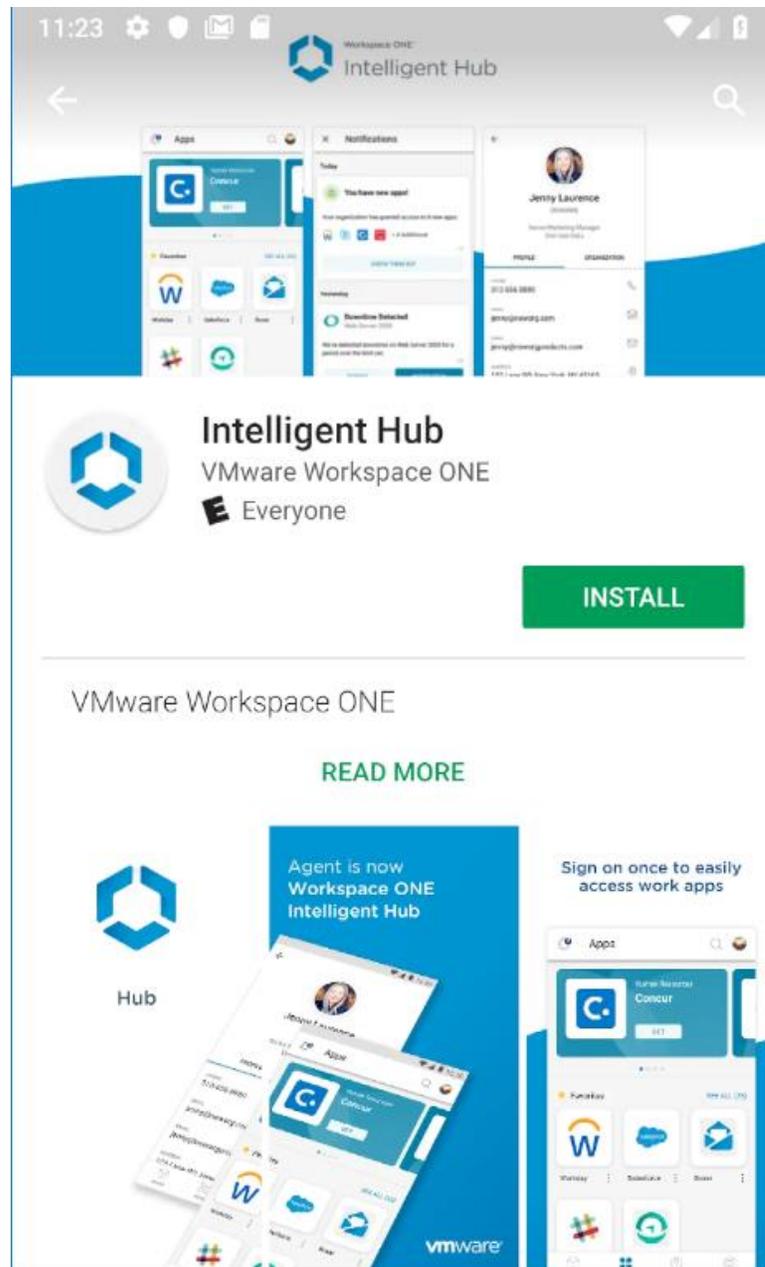


Enrolling an Android Personal Device for access to Hostos Email/Calendar/Contacts

1. In the Google Play Store, search for and install the VMware Workspace One “Intelligent Hub” app.



2. When you open the Intelligent Hub app, you will be presented with the following screen prompting for your Hostos email address to initiate the enrollment. Enter it and press “Next” to continue the enrollment process.

11:31     •



Email address or server

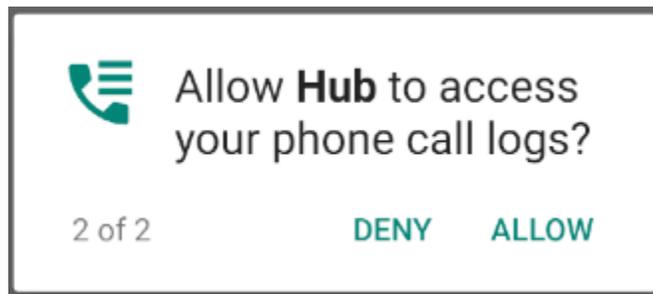
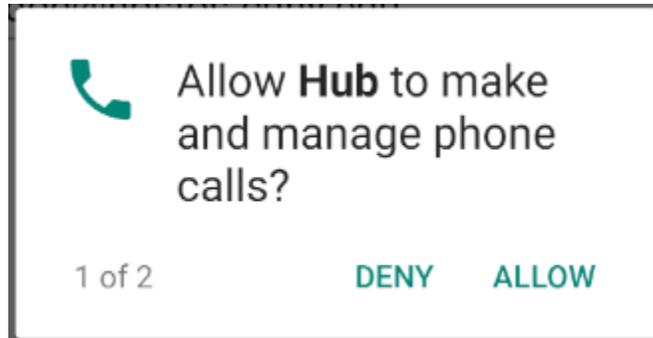
jdoe@hostos.cuny.edu



QR CODE

NEXT

3. Accept the prompts to “allow Hub to make and manage phone calls and access phone call logs”



4. Press “Next” on the “Welcome to Workspace ONE UEM!” screen to proceed with enrollment.

11:32     •



Welcome to Workspace ONE UEM!

Workspace ONE UEM helps your IT Department provide your device with secure access to resources. The following step-by-step process will guide you through configuring your device and ensure it is compliant with policies.

NEXT

5. In the following screen, you will be prompted for your Hostos user credentials. Enter your username and password where indicated and press “Continue.”

11:33 [Settings] [Shield] [Mail] [Battery] [Signal] [Wi-Fi] [Battery]



Username

jdoe

Password

..... [Eye icon]

NEXT

6. In the next window, you will receive a prompt that authentication was successful. Press “Continue” to proceed with the enrollment process.

11:34     •

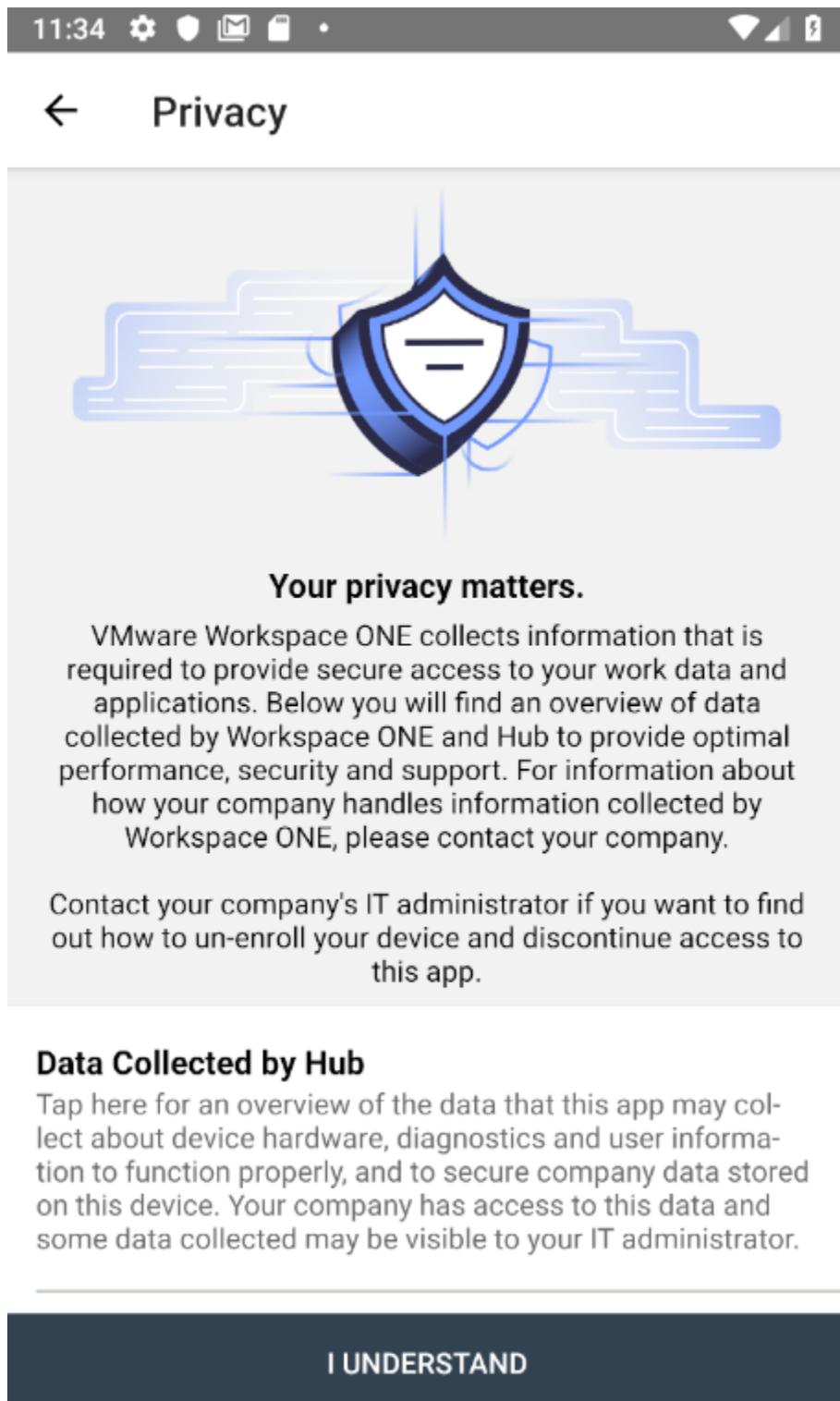


Authentication Successful!

You are now ready to configure your device.
The next step will download and install the management profile using the built-in “Settings” application on the device. Accept all prompts to install this configuration.

NEXT

- a) Review and accept the prompt regarding data collection. (Note: this is required)



11:34

← Privacy



Your privacy matters.

VMware Workspace ONE collects information that is required to provide secure access to your work data and applications. Below you will find an overview of data collected by Workspace ONE and Hub to provide optimal performance, security and support. For information about how your company handles information collected by Workspace ONE, please contact your company.

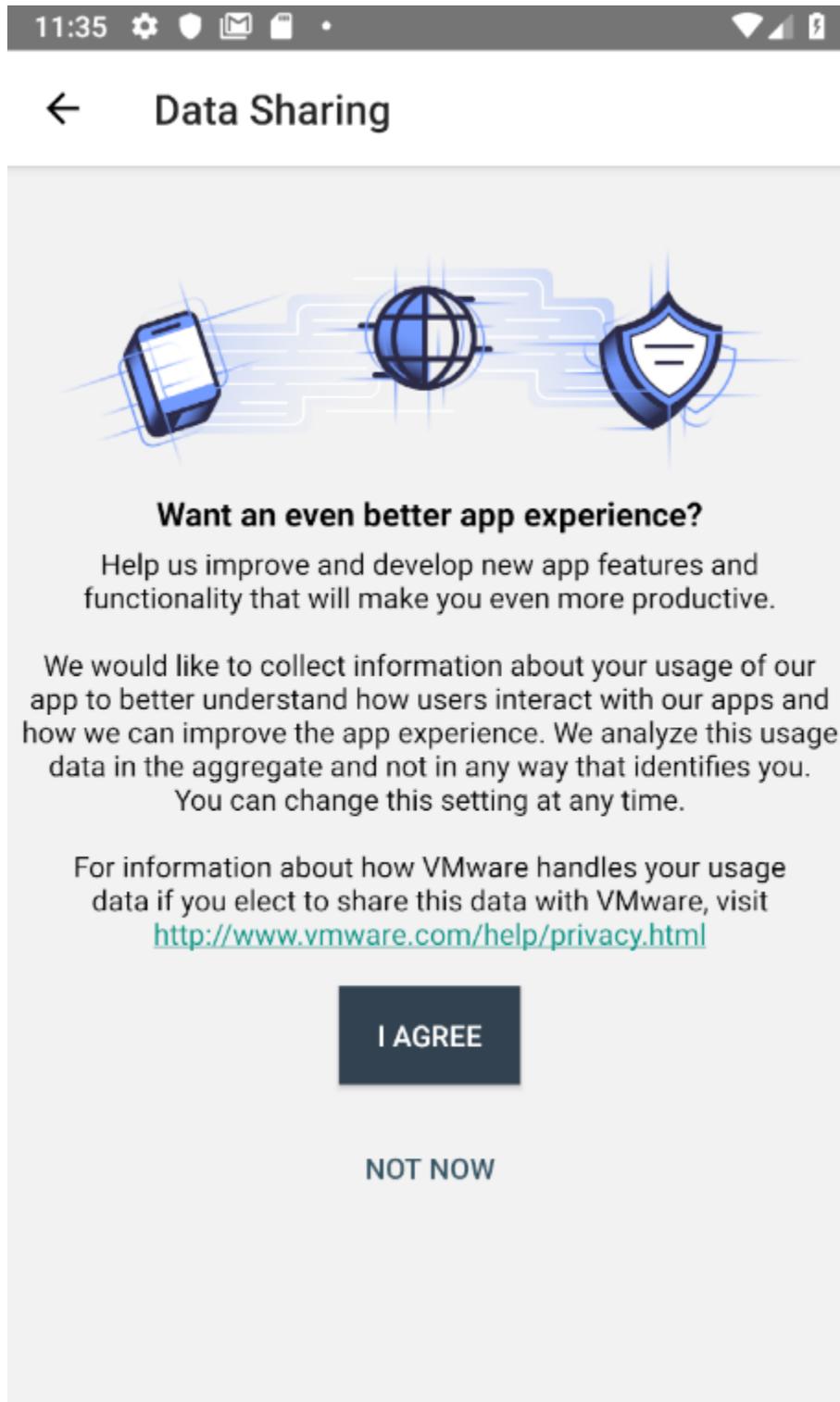
Contact your company's IT administrator if you want to find out how to un-enroll your device and discontinue access to this app.

Data Collected by Hub

Tap here for an overview of the data that this app may collect about device hardware, diagnostics and user information to function properly, and to secure company data stored on this device. Your company has access to this data and some data collected may be visible to your IT administrator.

I UNDERSTAND

b) Review the “Data Sharing” screen and select your desired option.
(Note: this is optional and you do not have to agree)



c) The next step will prompt to enable the Android “Work Profile” which creates a containerized area on your phone that separates Hostos Data from your personal device. Press “Accept and Continue” (Note: this is required for enrollment).

11:36  



Separate work from personal

You're about to create a work profile that'll be managed and monitored by your organization. Terms will apply.

[View terms](#)

ACCEPT & CONTINUE

CLOSE

e) If your device does not currently have a passcode, you will be prompted to create one:

12:10   



Create your device password

Your device is required to have a password that satisfies the following conditions

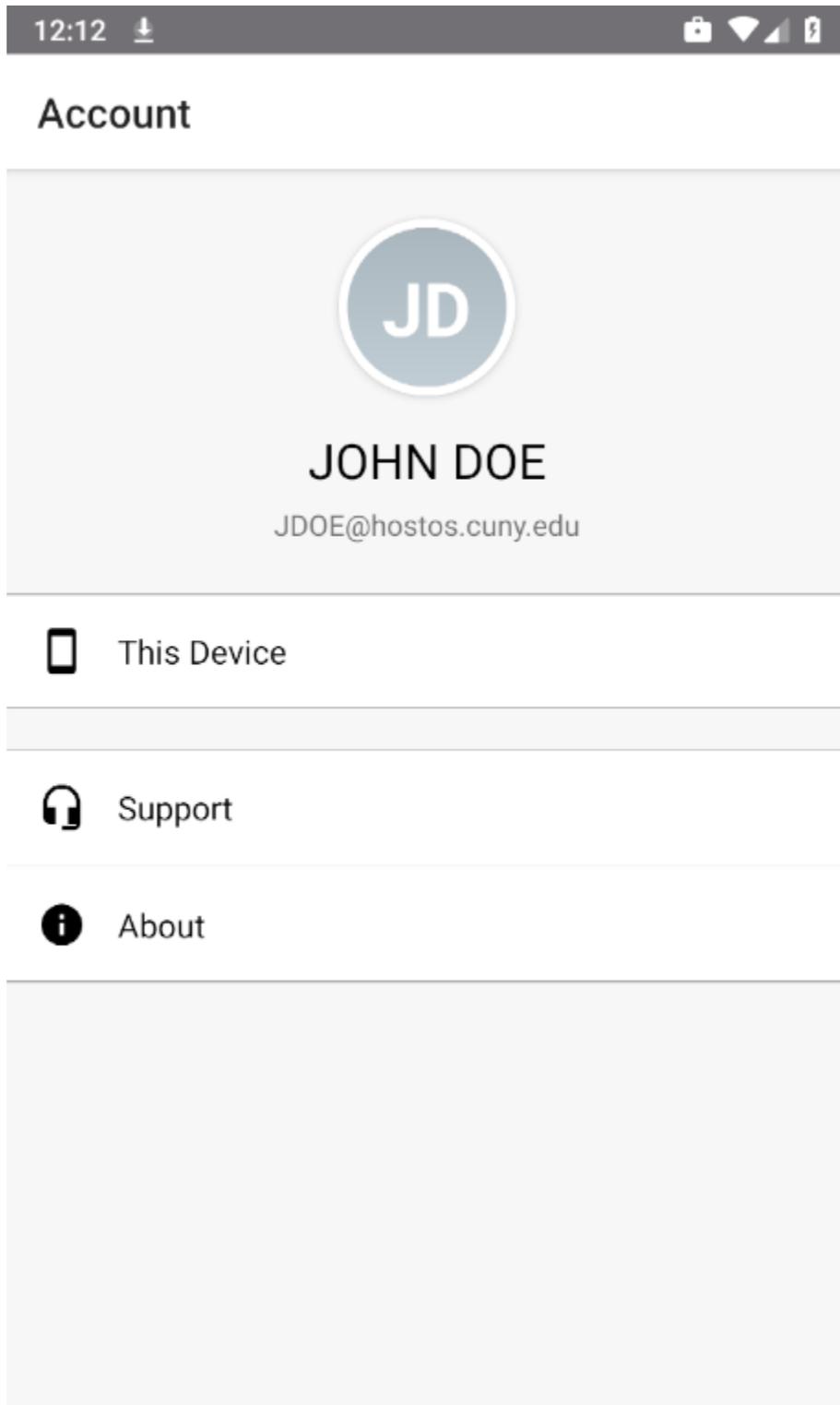
- Must be at least 4 characters

TIP

You will leave this app. You will be automatically redirected to the Hub after you set your password

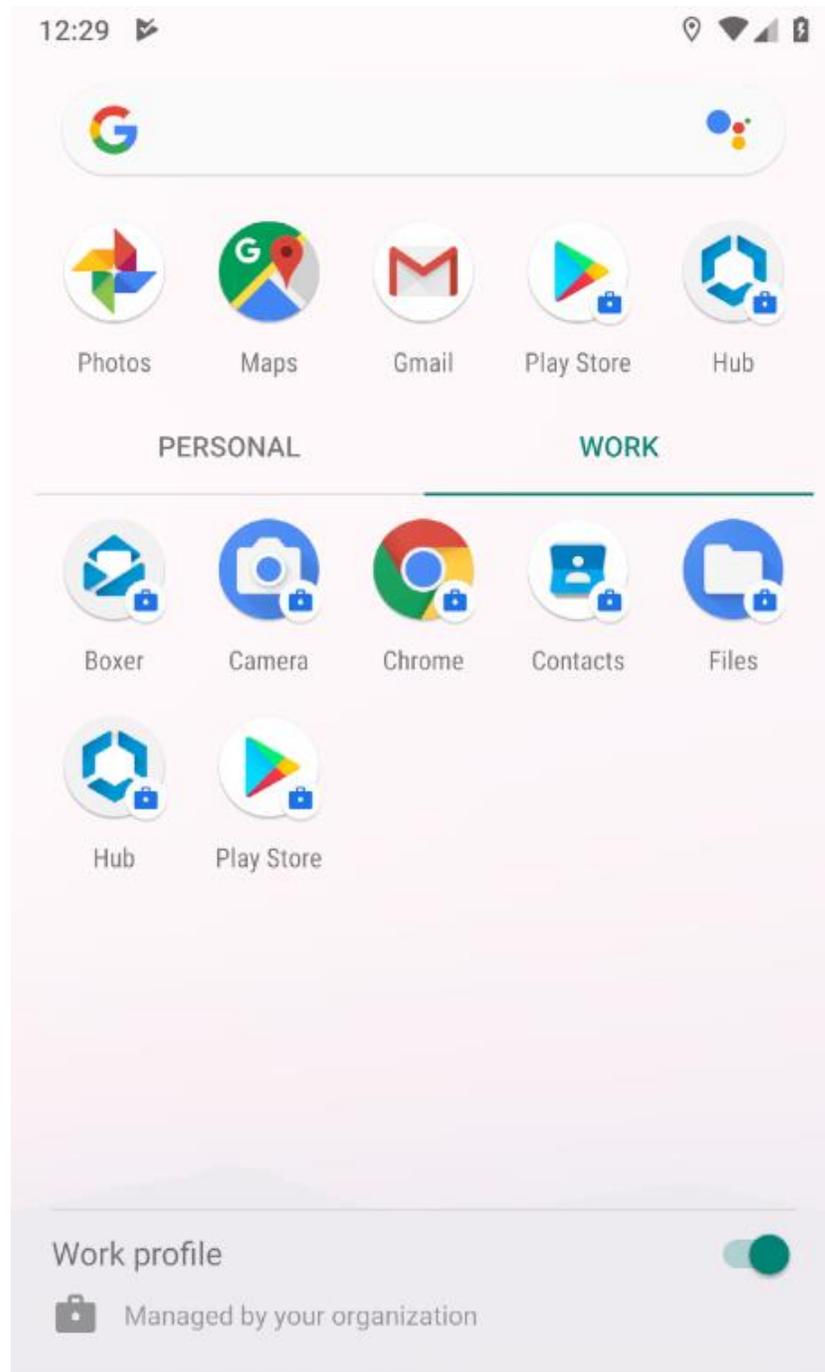
[CREATE PASSCODE](#)

7. Once the Workspace Profile process completes, enrollment is complete and you will see the following screen in the Intelligent Hub app:



8. With the installation of the Workspace Profile, you will now see two sections in your apps screen, Personal and Work. Press on the “Work” section and you will see the containerized Hostos apps:

(NOTE: On Samsung Knox devices, you will instead have a container app icon called “Work”)



9. VMware Workspace One Boxer is automatically installed. Open the Boxer app to configure your Hostos Email/Calendar/Contacts on your device. As before, review and accept the Privacy prompt and select an option for “Data Sharing”

12:30

Privacy



Your privacy matters.

VMware Workspace ONE collects information that is required to provide secure access to your work data and applications. Below you will find an overview of data collected by Workspace ONE and Boxer to provide optimal performance, security and support. For information about how your company handles information collected by Workspace ONE, please contact your company.

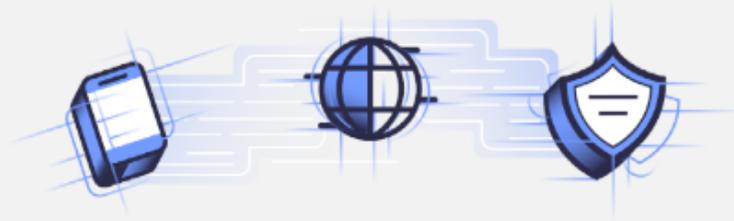
Contact your company's IT administrator if you want to find out how to un-enroll your device and discontinue access to this app.

Data Collected by Boxer

Tap here for an overview of the data that this app may collect about device hardware, diagnostics and user information to function properly, and to secure company data stored on this device. Your company has access to this data and some data collected may be visible to your IT administrator.

I UNDERSTAND

← Data Sharing



Want an even better app experience?

Help us improve and develop new app features and functionality that will make you even more productive.

We would like to collect information about your usage of our app to better understand how users interact with our apps and how we can improve the app experience. We analyze this usage data in the aggregate and not in any way that identifies you. You can change this setting at any time.

For information about how VMware handles your usage data if you elect to share this data with VMware, visit <http://www.vmware.com/help/privacy.html>

I AGREE

NOT NOW

10. Your Hostos Email address will be pre-populated. Enter your Hostos email account password and press “Next” to continue.

12:31     



Welcome to a better inbox,
JDOE@hostos.cuny.edu.

Enter your password

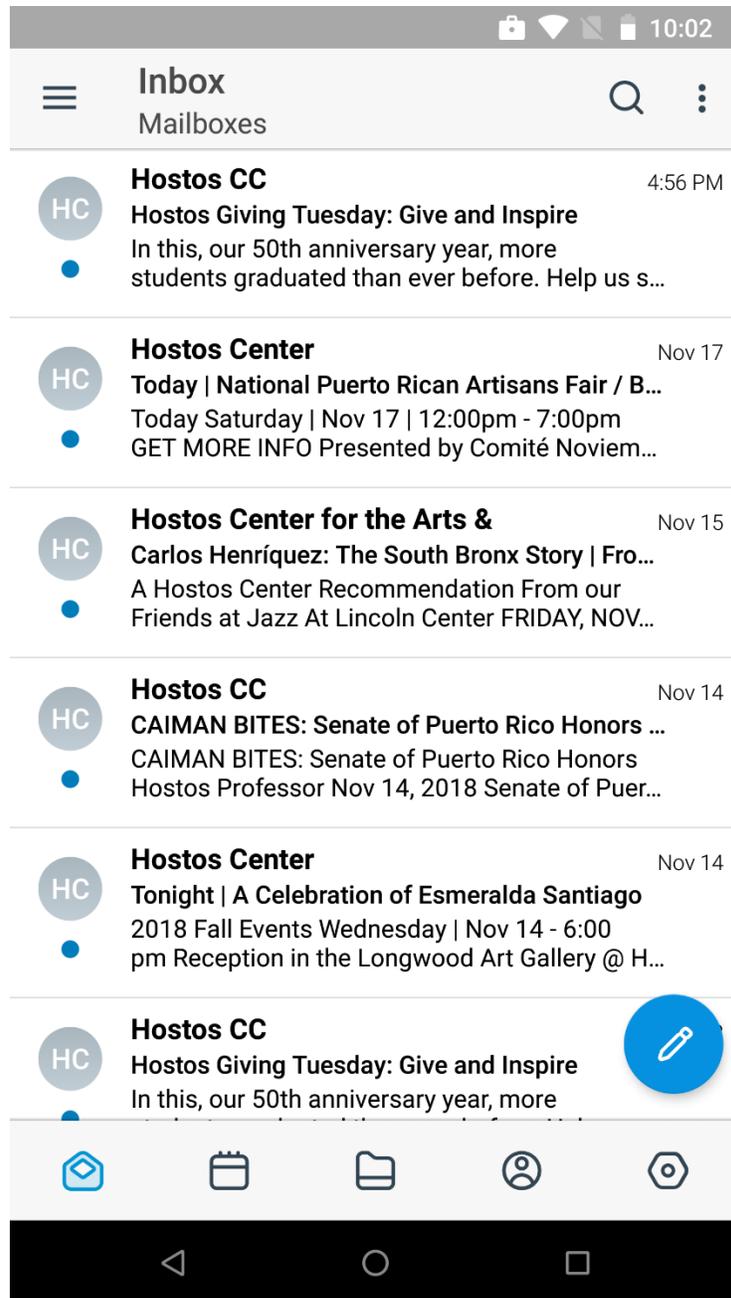
..... 

NEXT

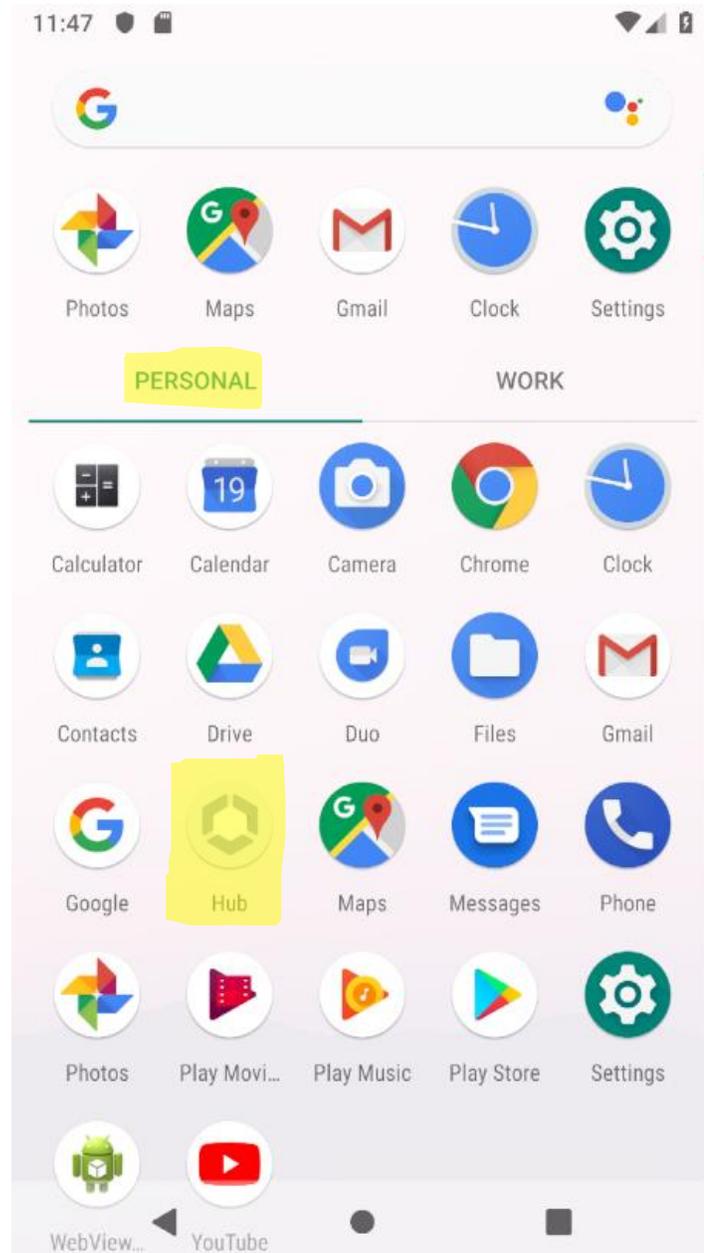
a) Accept the prompts for:

- i. "Allow Boxer to access your calendar"
- ii. "Allow Boxer to access your calendar"
- iii. "Allow Boxer to access photos, media, and files on your device"

Once completed, your Hostos inbox will begin to sync:



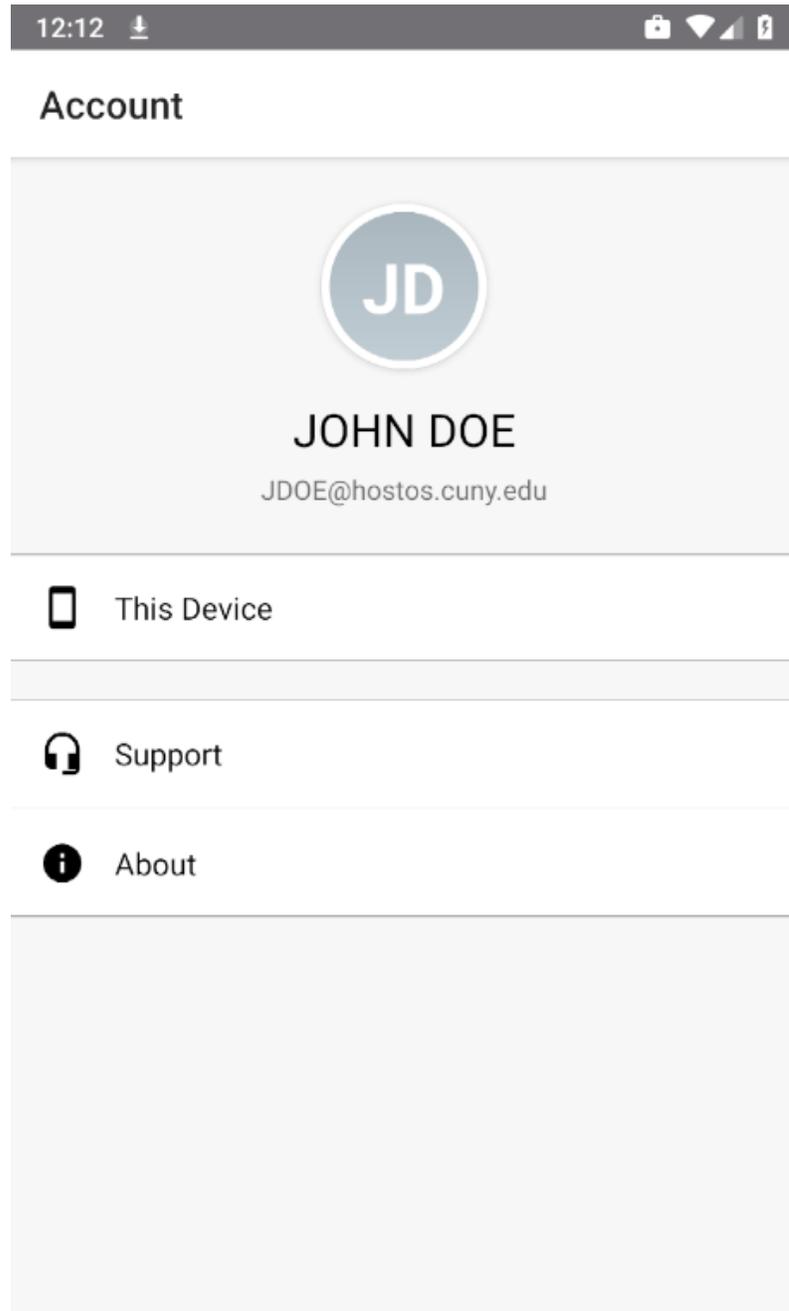
11. As a final step, click on the grayed-out version of the Workspace One Hub app in the Personal section (since it is now managed as a “Work” app) and uninstall it from your device.



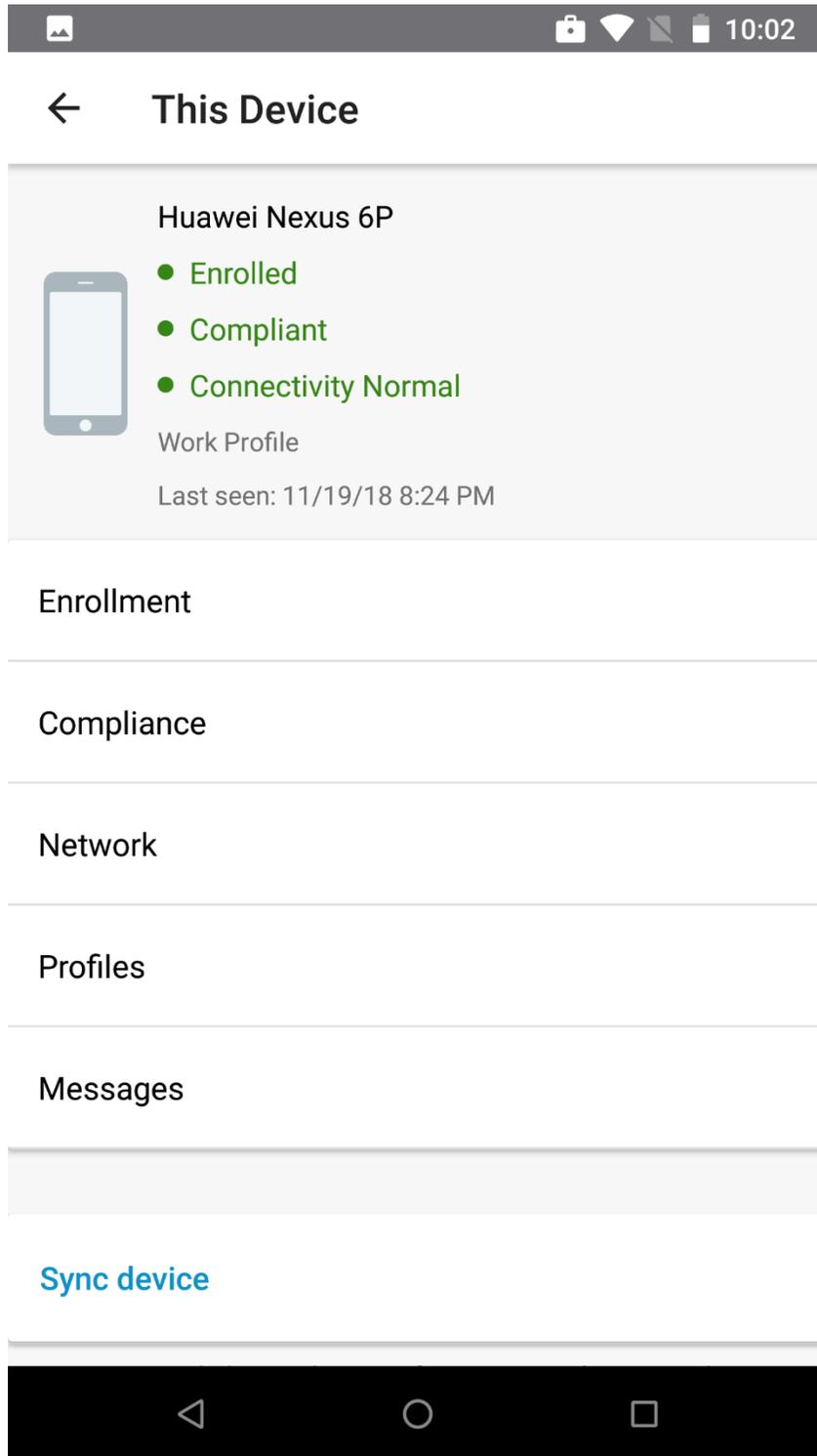
12. VMware Boxer has been configured and your device is now finished being set up for secure access to your Hostos email, calendar and contacts.

Un-enrolling your Device

1. Should you choose to remove VMware Workspace One Intelligent Hub, Boxer and the Work Profile configuration, you may do so by opening the Intelligent Hub app and selecting “This Device”



2. In the “This Device” screen, select “Enrollment”



3. In the “Enrollment” screen, select “Unenroll device.” Confirm the un-enroll and all of the Hostos configuration will be removed from your device.

