



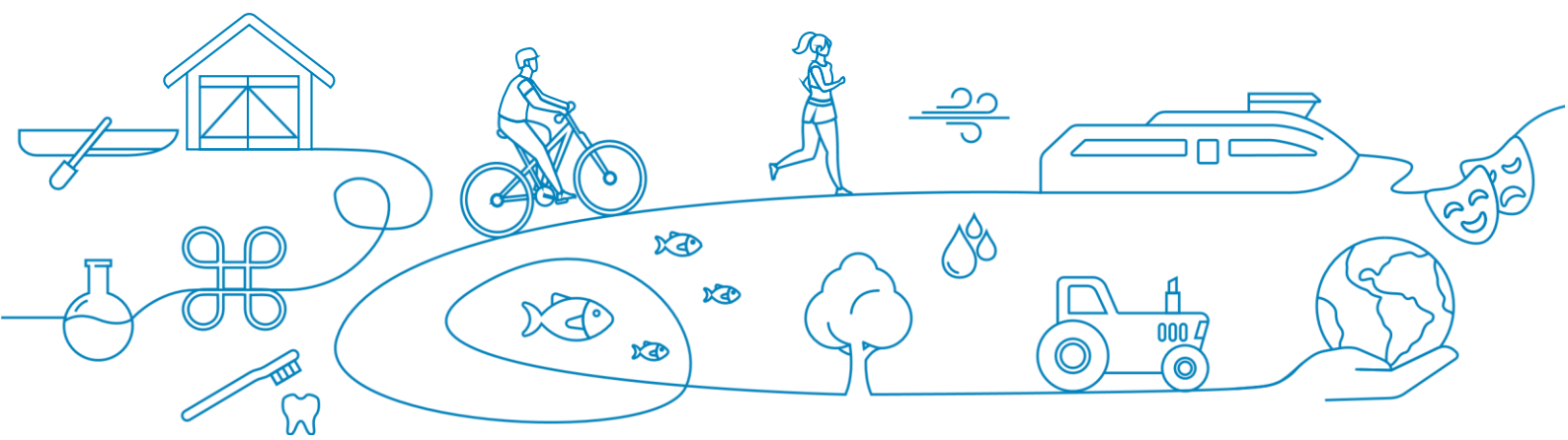
Introduction to IKT-services

Step 1 (mobile)

- ☐ 1. Activate user
- ☐ 2. Connect to WiFi
- ☐ 3. Use Visma InSchool
- ☐ 4. Install the Microsoft Authenticator app
- ☐ 5. Install the Microsoft Teams app

Step 2 (PC)

- ☐ 1. Setting up a student computer
- ☐ 2. Microsoft 365
- ☐ 3. OneDrive





Step 1 (mobile)

1. Activating the FEIDE account

Website: brukerid.mrfylke.no

Here you need your social security number(personnummer) and VISID. You have received your VIS-ID by SMS.



Usernames follow this standard:

3 first letters of the first name – 3 first letters of the last name – birthday

Example: olanor09

Passwords have the following requirements;

At least 14 characters – do not use "common" password – no personal data

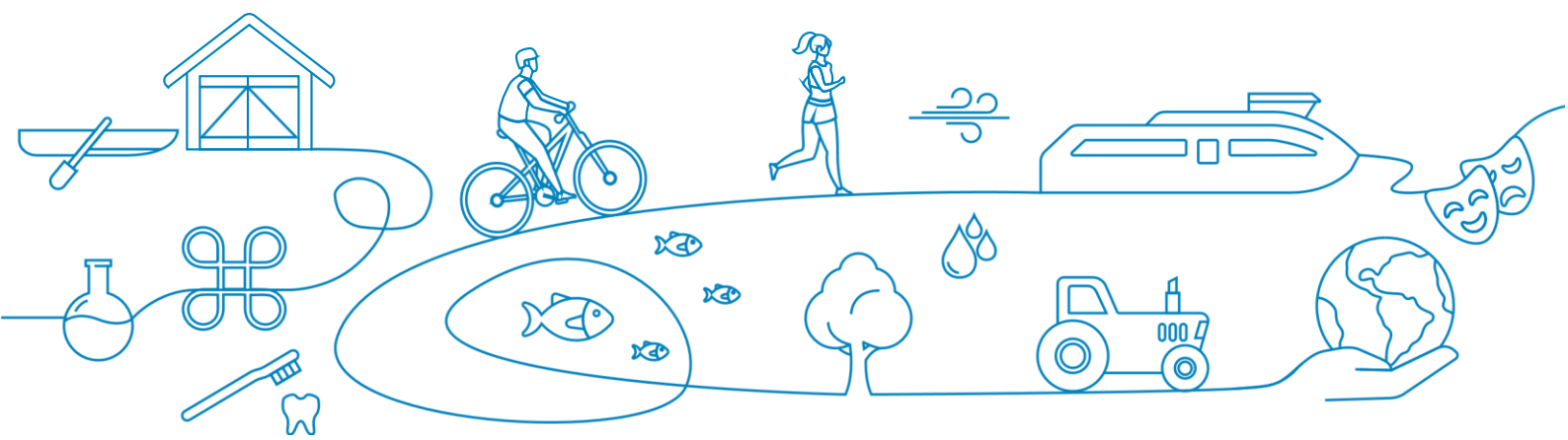
Usernames and **password**s are used in different systems, so it's important that you keep them in mind!

2. Connect to WiFi

Network: mrfylke-sikker.

Use username@skole.mrfylke.no and **password**.

If you have an Android mobile, choose CA certificate: **Don't validate**





3. Use Visma InSchool

Download the Visma InSchool app.

Choose the school you go to, log in with **your username** and **password**.

The website for PC can be found under the shortcut on the school's website.

Snarvegar:

Skuleferie og fridagar

Visma inSchool

Kontakt oss

Eksamen

4. Install the Microsoft Authenticator app

You need this app to sign in to Teams and Microsoft 365.



**Microsoft
Authenticator**
Microsoft Corporation

You'll be prompted to set up this app the first time you sign in to Teams. Follow Microsoft's steps.

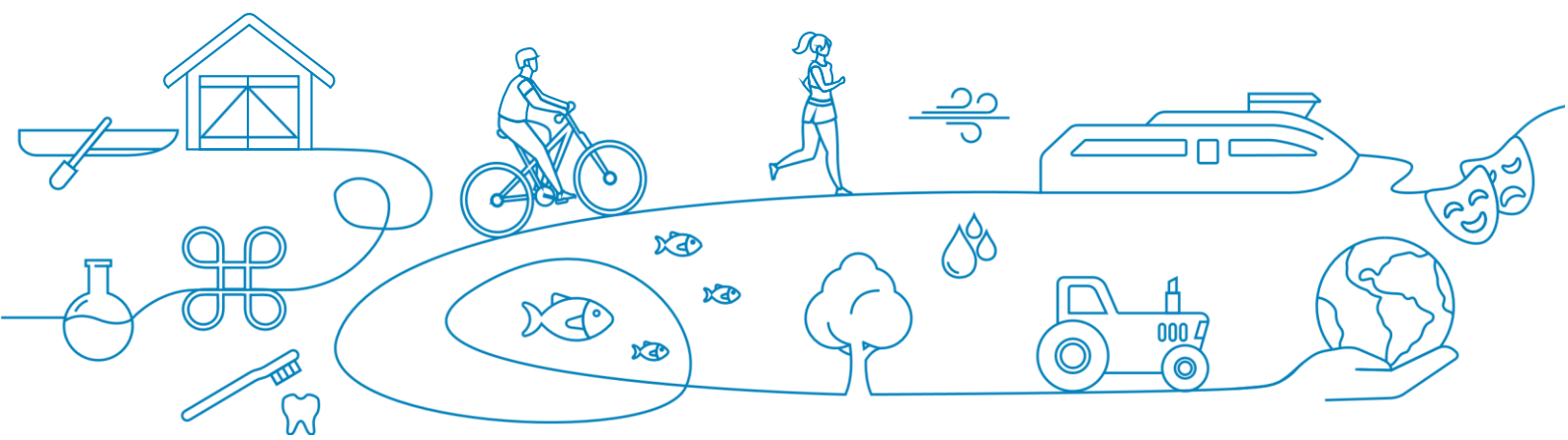
5. Install the Microsoft Teams app

Sign in with **username @skole.mrfylke.no** and **password**.



Microsoft Teams
Microsoft Corporation

Note: It may take some time before you can log in here.





Step 2 (PC) all the videos are in Norwegian

1. Setting up a student computer

This video explains how to finish setting up your new student PC, as well as how to set up the Microsoft Authenticator app.



2. Microsoft 365

This video explains how to install Microsoft 365 on your PC. This includes programs like Word, Excel, OneDrive, and PowerPoint.



3. OneDrive

This video explains how to set up OneDrive, as well as back up your files. This is especially important to do so that you do not lose your files if something happens to your PC.

