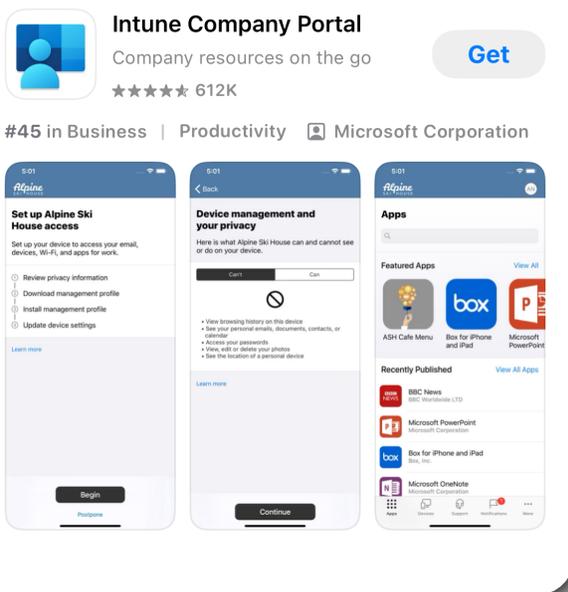


## Adding Company Portal to an iPhone for Native Mail Access

### Prerequisites

1. **Ensure Device Compatibility:** Verify your iPhone runs iOS 15 or later.
2. **Microsoft Authenticator App:** This app is required for two-factor authentication (2FA) and should already be installed.
3. **Download Company Portal from the App Store or simply scan the QR Code below.**



### Utilizing the Native Email application

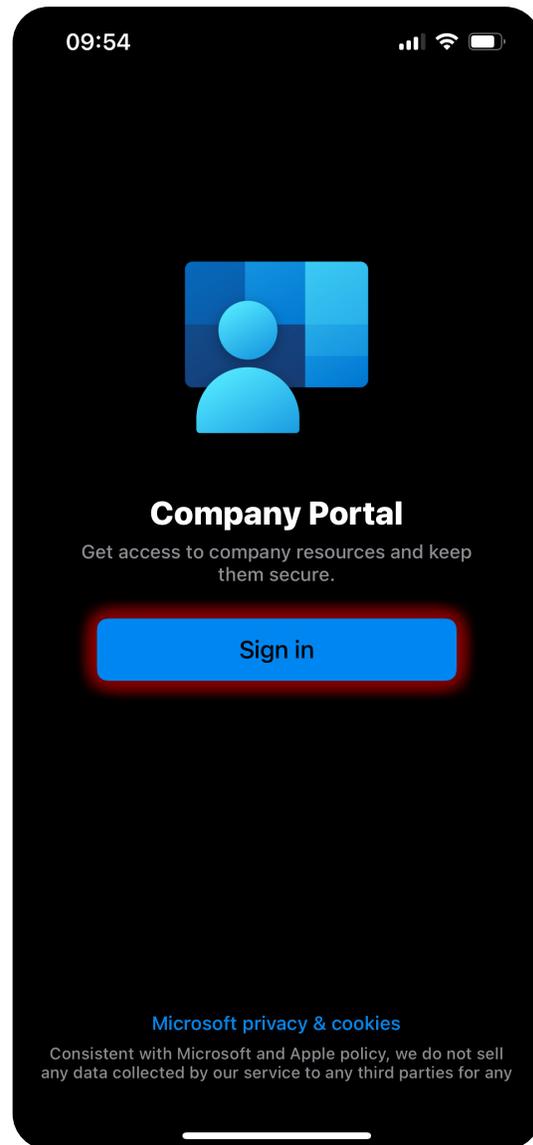
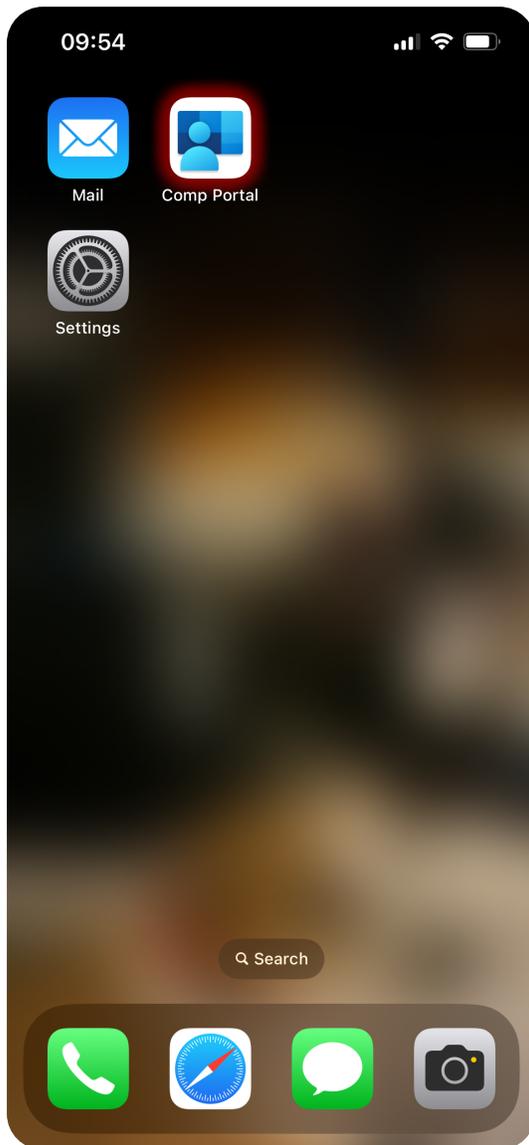
*The native mail app for work email keeps everything in one place while integrating with your phone's built-in features like calendar syncing and biometric security. It also allows for quick access to important messages, easier communication with colleagues, and the flexibility to stay informed without needing to log into a separate app.*

## Step-by-Step Guide

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### 1. Sign in to the Company Portal

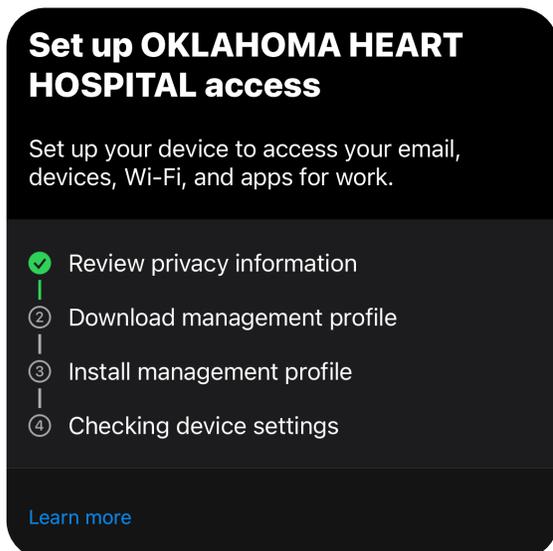
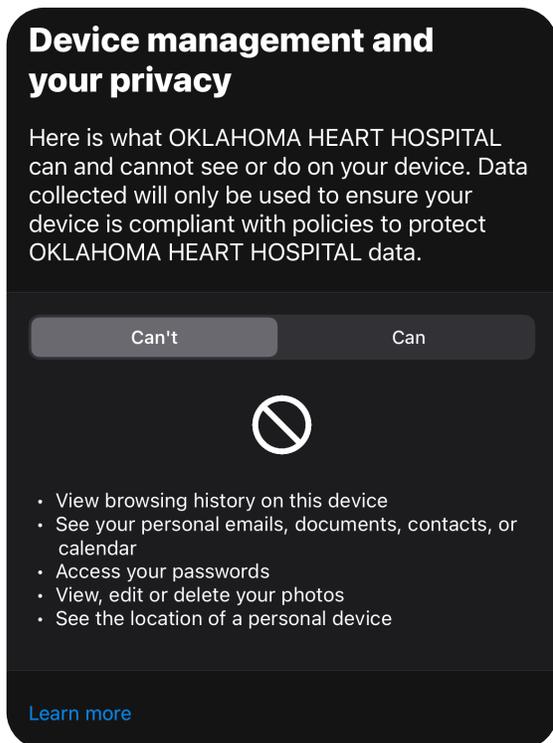
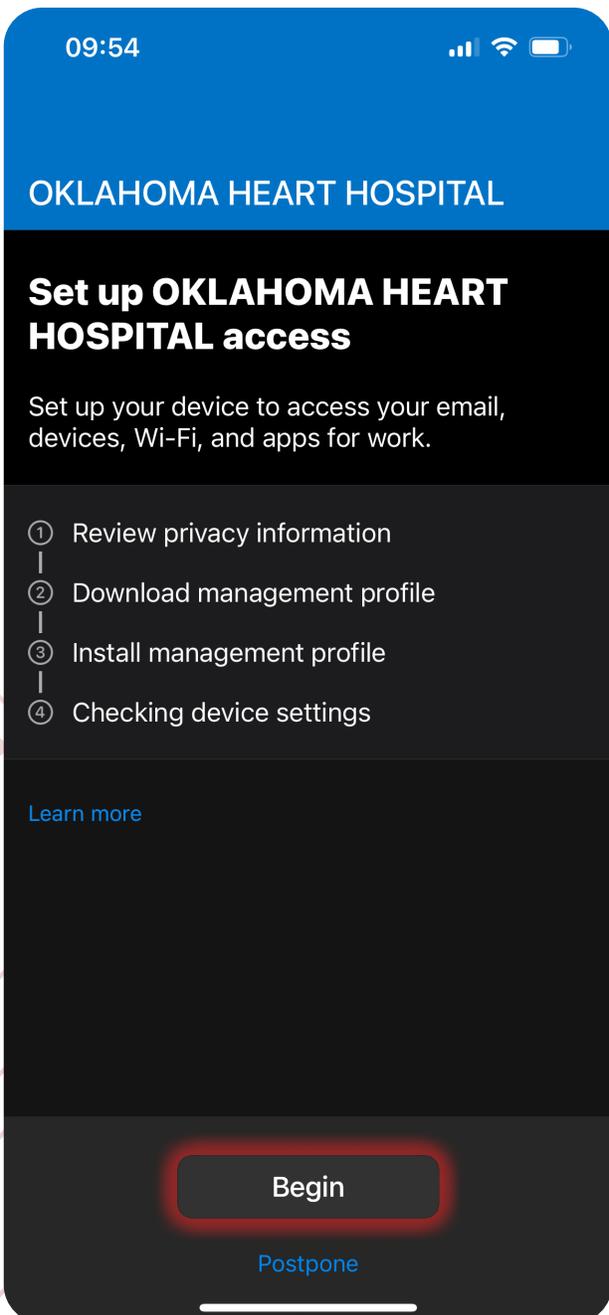
- Open the Company Portal app.
- Sign in with your company email and password.
- When prompted, use the Microsoft Authenticator app to approve the two-factor authentication request.



*Sometimes, it is easier and quicker **not** to use our internal Wi-Fi when initially enrolling a personal phone into our corporate management.*

## 2. Enroll Your Device in Company Portal

- After signing in, follow the on-screen instructions to Enroll your device:
  - Accept the terms and conditions.
  - Allow the app to redirect you to the Settings app.



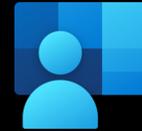
### 3. Download the management profile

This website is trying to download a configuration profile. Do you want to allow this?

Ignore **Allow**

- Next there will be a prompt to download the configuration profile so that OHH can manage our data on your personal device

#### Continue to Company Portal



After the download is complete, continue to the Company Portal app.

Continue

[Download again](#)

#### Set up OKLAHOMA HEART HOSPITAL access

Set up your device to access your email, devices, Wi-Fi, and apps for work.

- ✓ Review privacy information
- ✓ Download management profile
- ③ Install management profile
- ④ Checking device settings

[Learn more](#)

#### How to install management profile

##### 1. Go to the Settings app

Select **Profile Downloaded**.

If you don't see that option:

- Select  **General**.
- Select **VPN & Device Management**.

##### 2. Select **Install**

Follow the on-screen instructions to complete the installation.

##### 3. Open the Company Portal app again

[Learn more](#)

**Now you will be prompted to install the configuration profile**

**NOTE:** Apple has a built-in cooldown timer that may delay the installation of new management profiles on iPhones. If multiple profiles have been added or removed within a short period, the device may enforce a waiting period—sometimes up to an hour—before allowing another profile to be installed. If you encounter this delay while setting up the new Company Portal management profile, simply wait for the timer to end and then proceed.



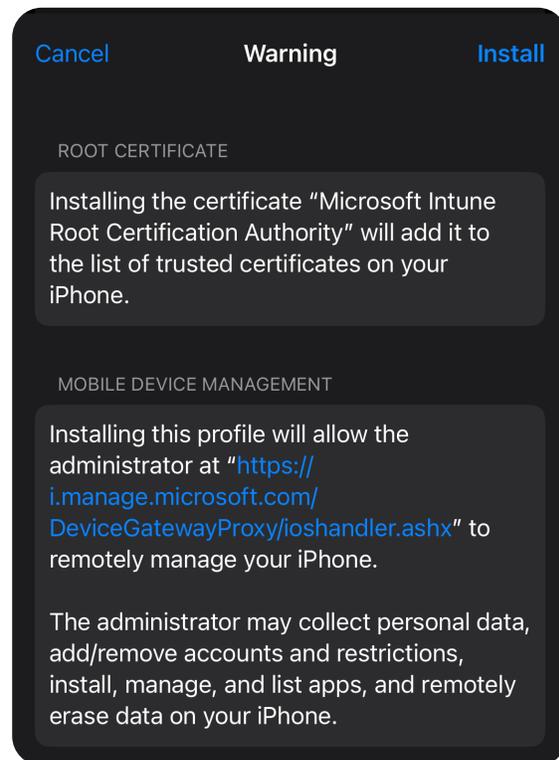
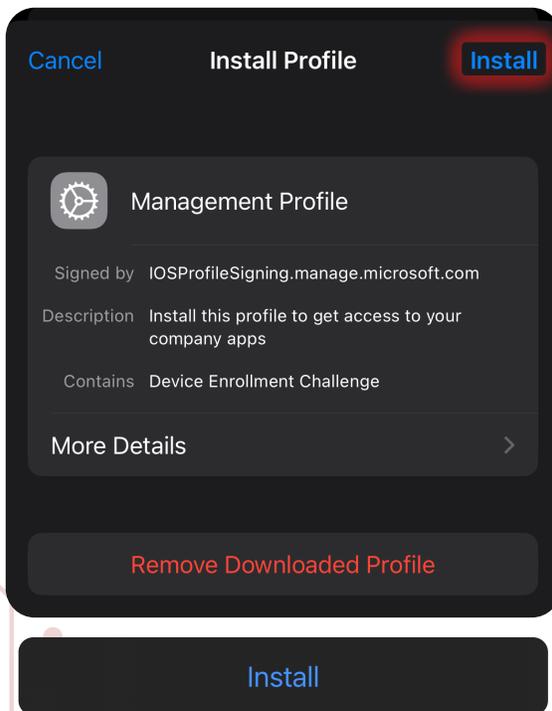
#### 4. Install the Management Profile

- In Settings, tap Profile Downloaded 

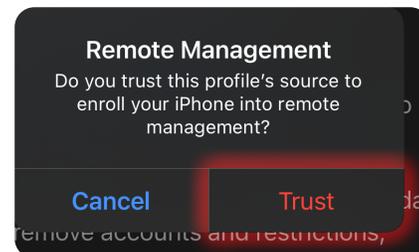
(or go to Settings > General > VPN & Device Management).



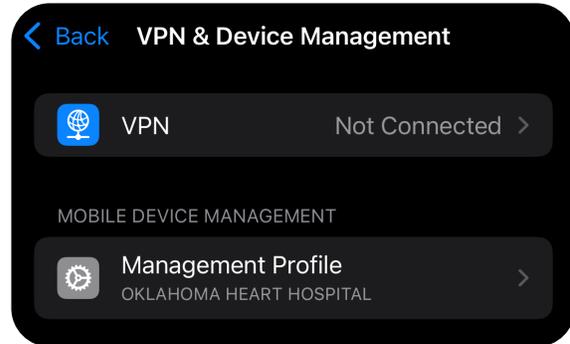
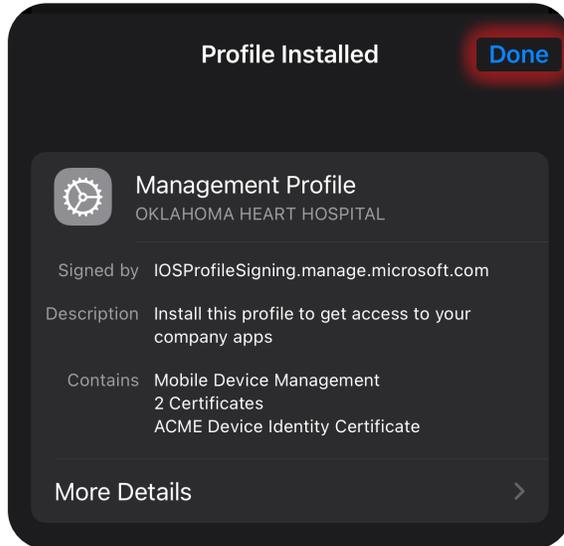
- Touch the profile and select Install.
- Enter your iPhone passcode if prompted, and complete the installation process.



- Return to the Company Portal app to confirm that your device is compliant.
- *If compliance issues arise (e.g., an outdated OS), follow the instructions to resolve them.*



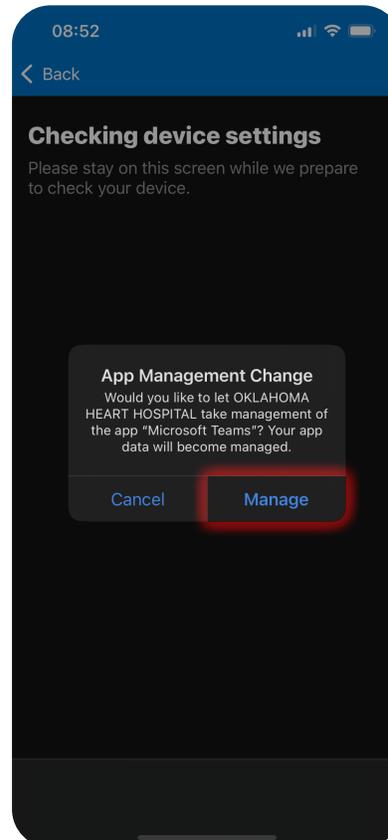
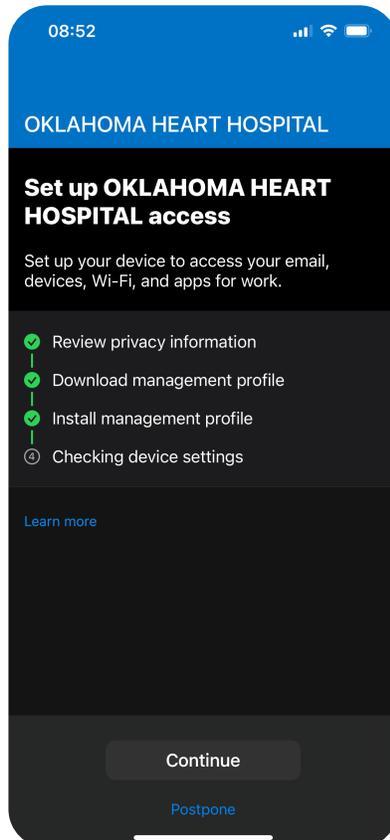
- Once the profile has been installed, it will now be listed under the Mobile Device Management



**NOTE:** Occasionally, the process may stall after the profile installation, requiring navigation back to the Intune enrollment page to continue

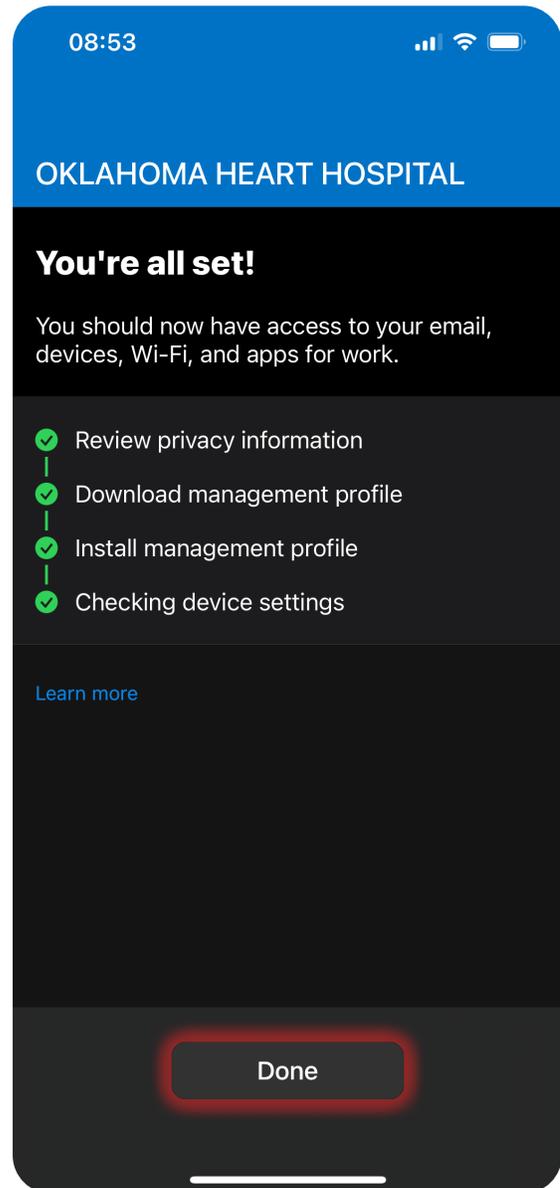
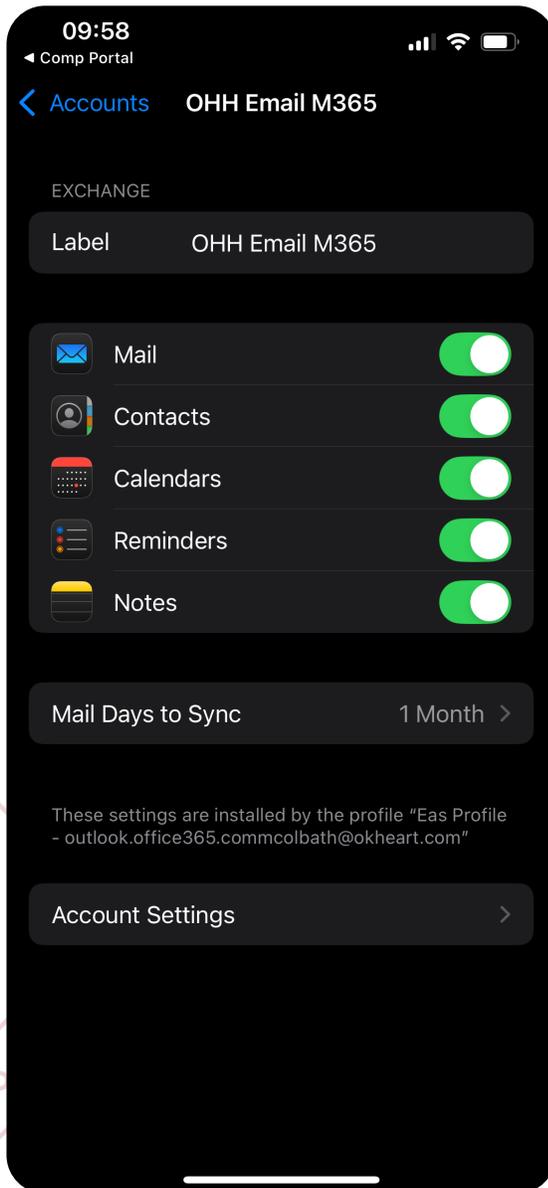
## 5. Verify Device Compliance

- Return to the Company Portal app to confirm that your device is compliant.



## 6. Set Up Email in the Native Mail App

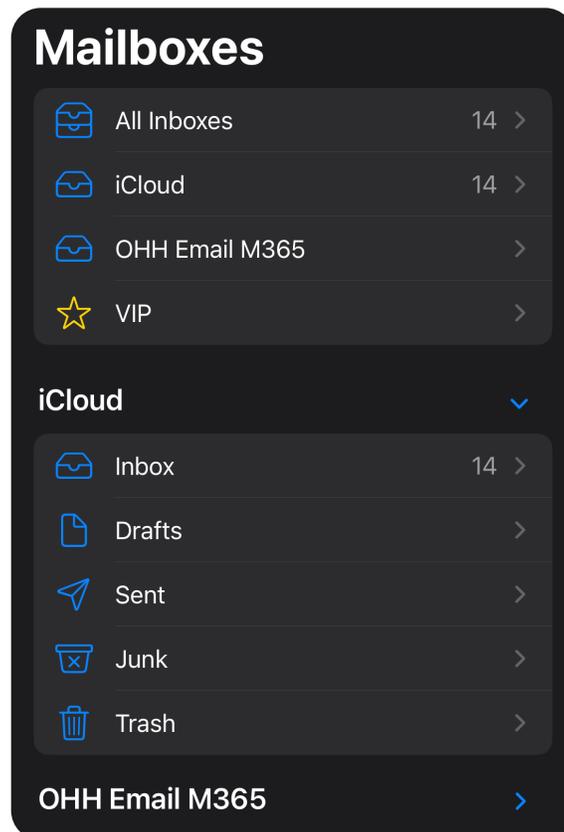
- Go to Settings > Mail > Accounts, then tap Add Account.
- Select Microsoft Exchange and enter your company email address.



- When prompted:
  - Log in with your company credentials.
  - Approve the 2FA request via Microsoft Authenticator to verify your account.
- Allow the Mail app to configure your account automatically.

## 6. Test and Verify

- Open the Mail app on your iPhone and the folder OHH Email M365 will now be listed.
- Send a test email to confirm functionality.



## Additional Notes

- **Password Prompts:** If you experience repeated prompts for your password, ensure the Company Portal and Microsoft Authenticator are properly set up, and your device is compliant.

*Support: If you encounter any issues, please put in a Service Ticket or call the Helpdesk at 3410*