How to Make a Student Account Administrator on Windows 11

Changing the student's BYOx device account to **Administrator** is only required when enrolling the student's device to Intune. Once a successful enrolment has been completed, the account can be reverted back to **Standard User**.

1. On the **student**'s BYOx laptop, login as the parent/carer (or any account with Administrator privilege).

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Search for apps, settings, and	d documents
Pinned Control of the second	All apps > Calendar Microsoft Store Photos Settings
System Bluetooth & devices	 Windows isn't activated.
Network & internetPersonalization	Display Monitors, brightness, night light, display profile
Apps	くり) Sound Volume levels, output, input, sound devices
AccountsTime & language	Alerts from apps and system
GamingAccessibility	D Focus assist Notifications, automatic rules

2. Select Start > Settings > Accounts.

Select Family & other users, then locate the *student's name*.
 Click the down arrow next to the student's name, then select Change account type.

Acc	ounts	_,	D'	X
83	Your info Profile photo		>	
Ø	Sign-in options Windows Hello, security key, password, dynamic lock		>	
	Email & accounts Accounts used by email, calendar, and contacts		>	
Ç	Family & other users Device access, work or school users, kiosk assigned access		>	
Ċ	Windows backup Back up your files, apps, preferences to restore them across devices		>	
Ō	Access work or school Organization resources like email, apps, and network		>	
Related	l settings			
0	Account privacy View your privacy dashboard and manage activity data		Ø	
Ę	Subscriptions Manage services and subscriptions from Microsoft		Ø	

Accounts > Family & other users

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R User Local account	~

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Accounts > Family & other users

Add other user		Add account
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R User Local account		^
Account options		Change account type
Account and data		Remove

4. Under Account type, select Administrator, and then click on OK.

da other user	Add account
Change account type	
Change account type	
User Local Account	
Account type	Change account type
Administrator ~	Remove

- Sign out as a parent/carer, then ask the student to sign in to the device. You can now proceed enrolling the student's device to Intune. Enrolment instruction can be found at <u>https://redlynchsc.eq.edu.au/curriculum/bring-yourown-device</u>.
- 6. Once the BYOx enrolment to Intune is successful, revert the student's account from **Administrator** back to **Standard User**.

Change account type	
Change account type	
Subser Local Account	
Administrator	
Standard User	
	OK Cancel

How to Make a Student Account Administrator on Windows 10

Changing the student's BYOx device account to **Administrator** is only required when enrolling the student's device to Intune. Once a successful enrolment has been completed, the account can be reverted back to **Standard User**.

- 1. On the **student**'s BYOx laptop, login as the parent/carer (or any account with **Administrator** privilege).
- 2. Open the **Start Menu**, click on **Settings**.

Avram Piltch	Life at a glance		
lost used Get Started	Pam Baker's birthday Today all day		
S Get Skype	Monday 20	Mail	
Maps Command Prompt People		Photos	Chattanooga gunman's troubling spiral fueled by dru Cortana
∃ File Explorer →	00* 93° New York Mostly Clear 91*/79° Weather	Phone Compa	OneNote
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E All apps New			

3. Click on Accounts.

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	Windows Settings		
Find a se	etting	٩	
			8
Devices Bluetooth, printers, mouse	Network & Internet Wi-Fi, airplane mode, VPN	Personalization Background, lock screen, colors	Accounts Your accounts, email, sync, work, family
	Find a se Find a se Devices Bluetooth, printers, mouse	Windows Settings Find a setting Devices Bluetooth, printers, mouse	Find a setting P Find a setting P Devices Network & Internet Bluetooth, printers, mouse Wi-Fi, airplane mode, VPN

- 4. In the left pane of the window, click on **Family & other people**.
- 5. In the right pane, locate the *student's name*.
- 6. Then click on **Change account type**.

← Settings	8 - 74	×
Find a setting	Your family	
🔯 Home	Add your family so everybody gets their own sign-in and desktop. You can help kids stay safe with appropriate websites, time limits,	
Accounts	apps, and games.	
RE Your info	+ Add a family member	
🖾 Email & app accounts	Learn more	
🔍 Sign-in options	common	
🛞 Work access	Other people	
\mathcal{P}_{+} Family & other people	Allow people who are not part of your family to sign in with their own accounts. This won't add them to your family.	
C Sync your settings	+ Add neone else to this PC	
	Change account type Remove	~

- 7. Open the dropdown menu located directly under the *Account type* option, then click on **Administrator** to select it.
- 8. Click on **OK**.

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Local Account	
Administrator	
Standaru User	(1)
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- Sign out as a parent/carer, then ask the student to sign in to the device. You can now proceed enrolling the student's device to Intune. Enrolment instruction can be found at <u>https://redlynchsc.eq.edu.au/curriculum/bring-your-own-device</u>.
- 10. Once the BYOx enrolment to Intune is successful, revert the student's account from **Administrator** back to **Standard User**.