

Laptop

Instructions

For Bloomberg Issued Mac Laptops

Bloomberg

Laptop Tips

Personnel must adhere to the following requirements when using a Laptop:

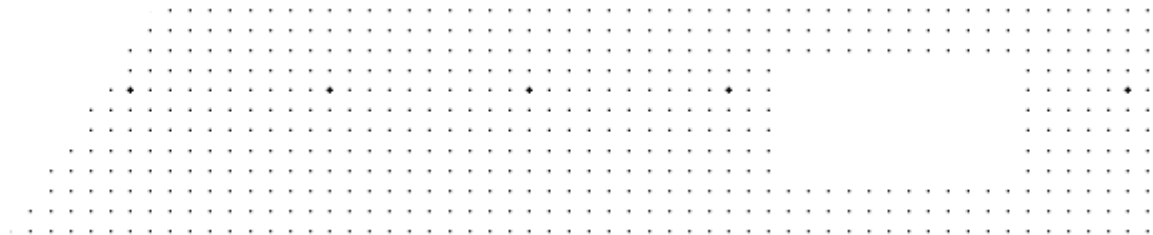
- Except as otherwise authorized, users shall not disable or bypass security controls or the established request and approval processes. Examples of prohibited actions include, but are not limited to, disabling antivirus programs, disabling device.
- Restricted Client Data (as defined in the Data Classification and Handling Standard) shall not be stored on laptops.
- Except as otherwise authorized, data shall not be copied from Laptops to removable media devices or to non-Bloomberg devices and systems.
- Only software approved through the BOSS <GO> process shall be installed on Laptops, and the software installation shall be done by the Information Systems Department (“InfoSys”).
- Users shall not alter Laptop network configurations, including firewall rules, routes, etc.
- Laptops are the property of Bloomberg and shall be returned to Bloomberg upon request or when no longer needed.
- Lost Laptops must be reported immediately by submitting an SDSK ADD 29008 <GO> ticket for “Mobile/Lost or Stolen Mobile Device.”

Please refrain from putting stickers on your laptop, especially ones that identify this as a Bloomberg-owned laptop.

Do not tape passwords or login information to the laptop.

Reboot your laptop weekly to ensure updates are applied.

When you finish orientation and acclimate to the terminal, you can access this information at:
{POLY ID:3606497 <GO>}



Mac Laptop Instructions

Before you begin, ensure that:

- You have enrolled your B-Unit or set up the Android B-Unit.
 - For new hires, you (re)set your CORP password via CHPW <GO> in the Bloomberg Terminal®.
 - For existing employees, your CORP password has not expired. If the password expired or you forgot it, use CHPW <GO> to reset your CORP password in the Bloomberg Terminal®.
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Setup

Initiate

1. Power on the MacBook, then select your language and country.
2. Connect to a network. You **MUST CONNECT** to a WiFi network prior to advancing.

Install Profiles

3. Click **CONTINUE** when you see the *Bloomberg LP can automatically configure your computer* message.
4. Enter your CORP login username for both the Full name and Account name.
Example: *jsmith123*.
5. Create a password, then click **NEXT**.
6. Check on Enable location services, then click **NEXT** to display the MacBook desktop.
7. Wait for profile installation. This can take anywhere between 5–10 minutes, depending on your network speed. Once finished, the MacBook reboots.

Finish

8. Enter your CORP login username and the password set in step 4, and press Enter.
9. When you see the **Enable FileVault (Encryption)** prompt, select **Enable**, then select **OK**.
10. If prompted to select "Screen time", click **Set Up Later**.
11. If prompted to "Choose look", select your preferred MOD, then click **OK**.
12. If the "The following components were installed successfully" screen is displayed, click **QUIT**.

If you need additional support, contact our support team by scanning the QR below, which brings you to a web page with our global support phone numbers.



