Image USB stick

Manual

Contents

1. Essentials

1.1. Hardware

Laptop   USB stick

Attention!
Make sure that there is enough space on the USB stick to store the image. All data will be deleted after the new image is stored, so save all important data!
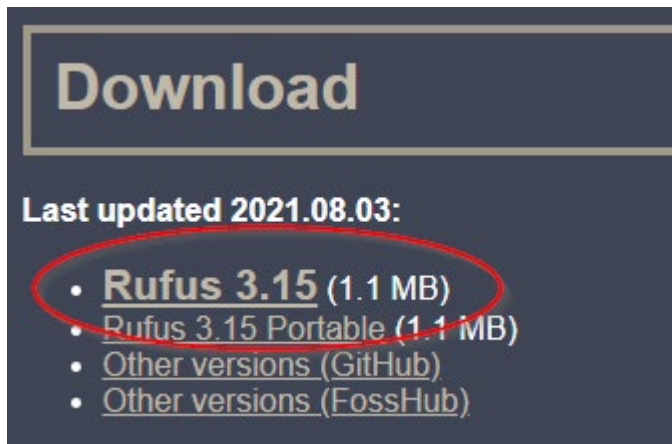
1.2. Software

To prepare the USB stick we need a program called Rufus. We always use the latest version of the program.

You can download Rufus from the Rufus website.

Download and install Rufus

Go to https://rufus.ie/en/# and download the installation file.

Rufus 3.15 is an .exe file that will install the program on your computer. Rufus 3.15 Portable is an .exe file that will open the program.

1.3. Files

Two different files are required to prepare the USB stick: the image file and the ISO file.
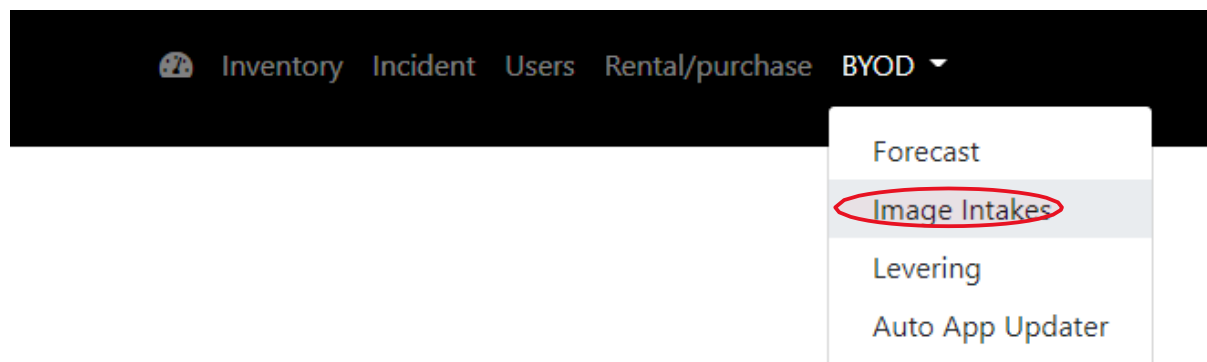
Attention!

If the laptops are not set up via Intune, you will also have to download the scripting files. These are two files. This folder will only be visible if you need it.
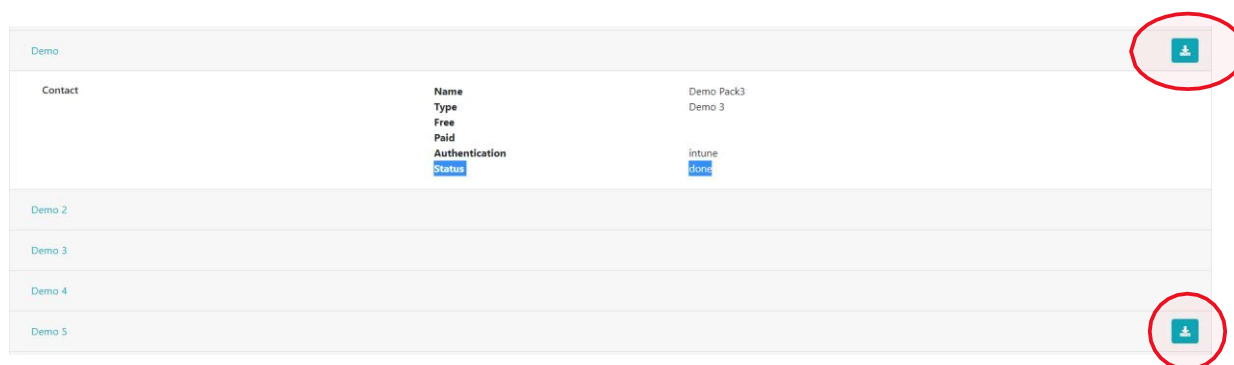
Download the image file

Go to https://byod.signpost.be/ and log in with your account.

In the top selection bar, click on the BYOD drop-down menu and then on 'Image intakes'.

Images with the Done status can be downloaded by clicking on the blue download icon.


If this button does not work, it is possible that you've received the direct link from SharePoint. If this is not the case, please contact the Helpdesk via email mailto:info@academicsoftware.be or by phone **+32 3 327 30 70** to get access to the SharePoint.

While downloading, you'll see that the file is a ZIP file.

In order to use the ZIP file it should be extracted. To extract a ZIP file, right-click on the file and choose 'Extract All...'.
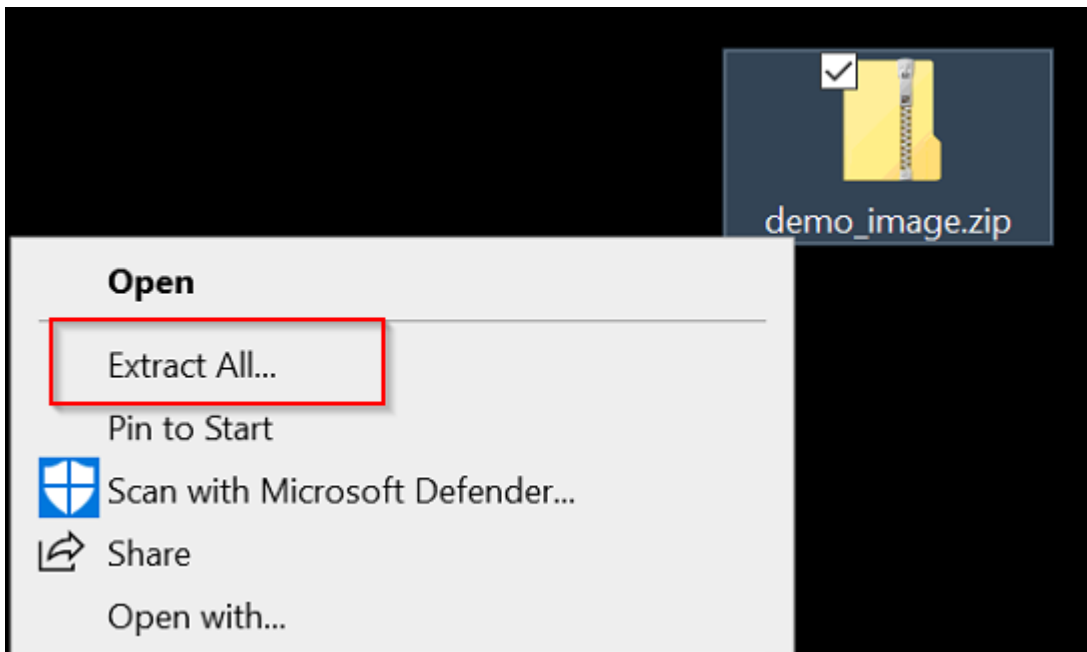
Download the ISO file

You can download the ISO file from the following link:
https://bit.ly/3FL5UhA

When you open the link, click on the Download button and not on the Open button.
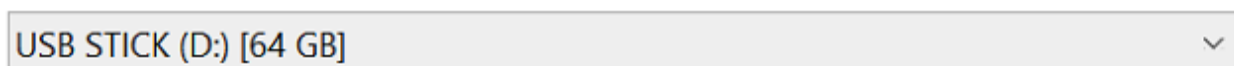
2. Creating an image on an USB stick

2.1. Rufus
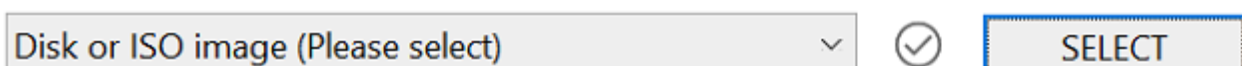
1. Open the program Rufus and you will get the following:
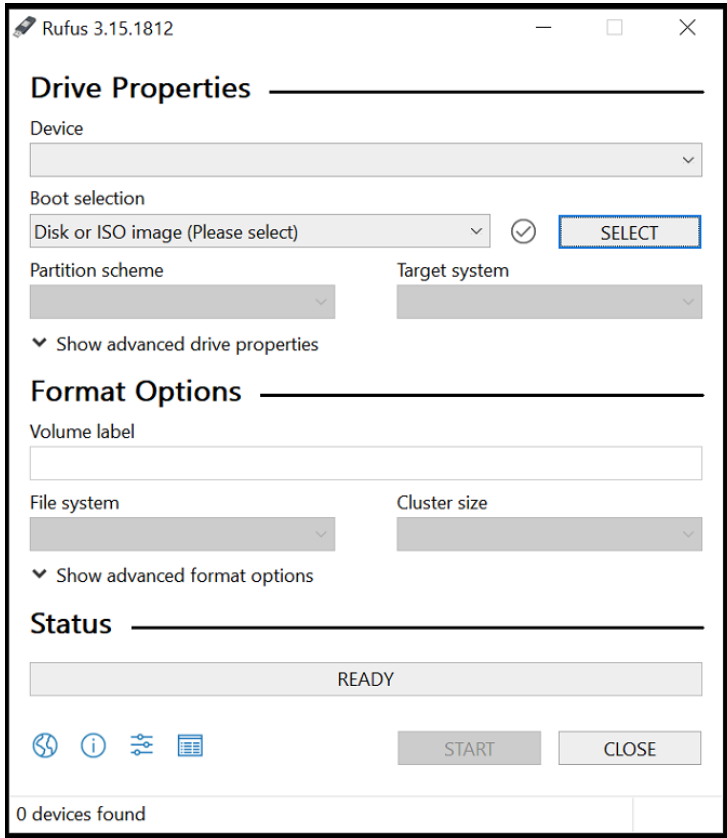
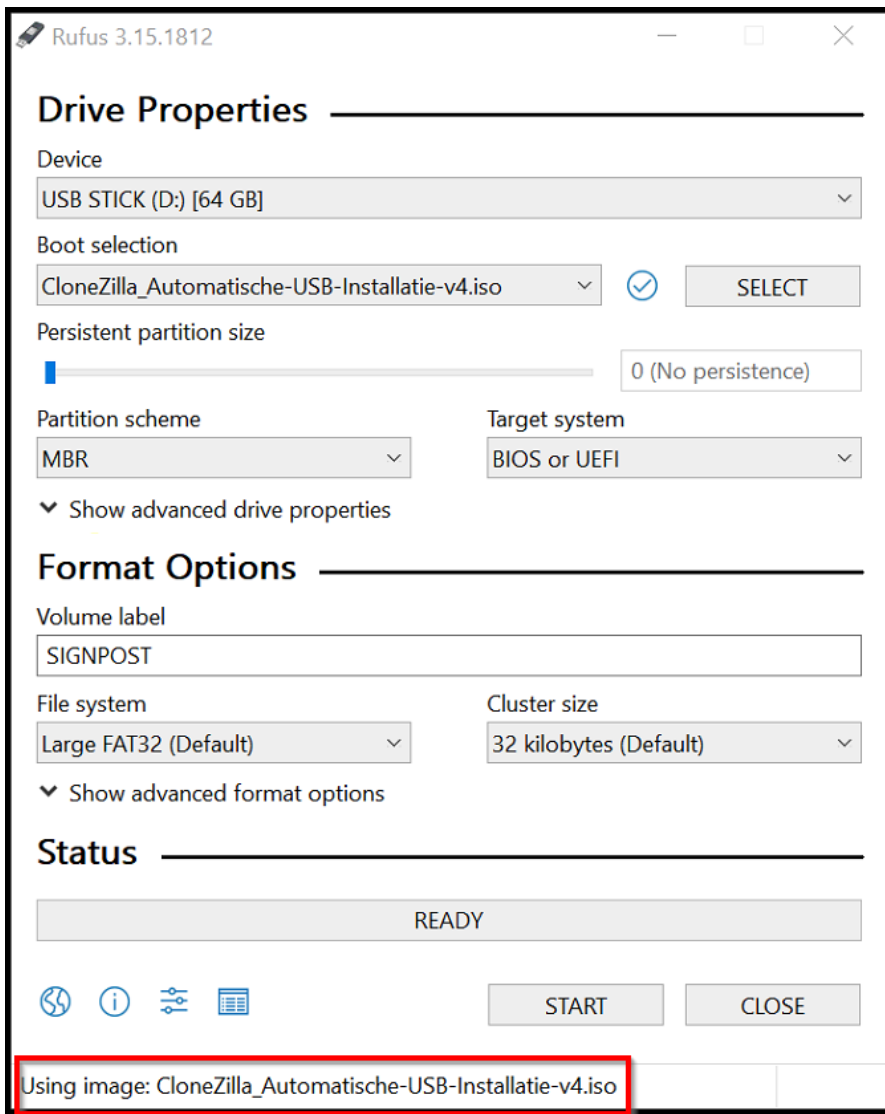2. Insert the USB stick into the computer and select the USB stick in Device

3. Click on SELECT to select the ISO file. This will open your File Explorer. Now select the ISO file called 'Automatische-USB-Installatie-v4' that you've downloaded earlier.

4. Press the key combination 'Alt+E' to enable 'Dual BIOS/UEFI mode'.

5. Click on START and wait until the status is READY and all green.
6. Click on CLOSE to exit Rufus.
7. The USB stick is now ready to store the image file.

2.2. Store the image on the USB stick

1. Copy the contents of the image folder that you've already downloaded and select 'Extract All...'. This can be done via the key combination 'Ctrl+A' (to select all) and CTRL+C' (to copy all) or by right-clicking.

2. Paste the files you've just copied into the 'LaptopImages' folder located in the folder 'door rufus gemaakte usb stick (SIGNPOST)'.

3. The USB stick is ready!

3. Saving the image on the laptop

The USB stick is now completely ready to store the image on a laptop. Follow the instructions to correctly store the image on the laptop.

Attention!
All local data/files will be deleted from the laptop.

1. Insert the USB stick into the desired laptop
2. Press the Boot menu button (HP - F9 / Lenovo - F12)
3. Select the USB stick to continue
4. Select the drive where you want to install the image
5. Press ENTER to start the installation
6. The installation will now continue automatically
7. Your laptop is ready with the new image

If you would like to see how to store an image on the laptop, you can do so here: http://signpost.be/helpdesk.