

Who to Contact & Useful Links

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For information about the rest and to ask any questions that you may have, please reach out to the Project Team via the dedicated Teams Channel.

[GB CG T Laptop AutoPilot Build | General | Microsoft Teams](#)

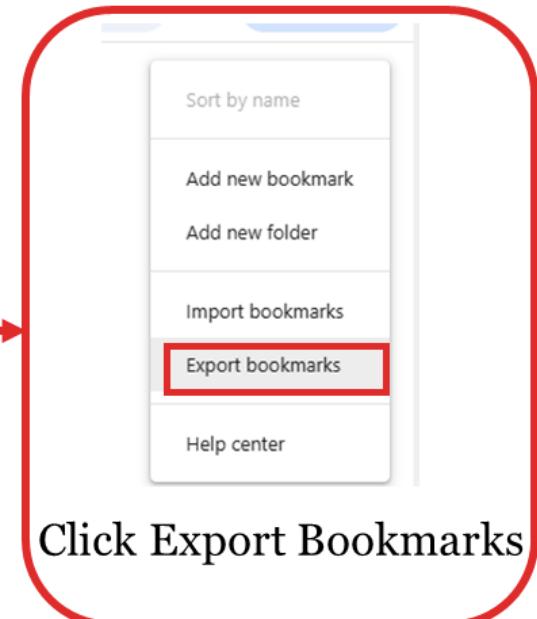
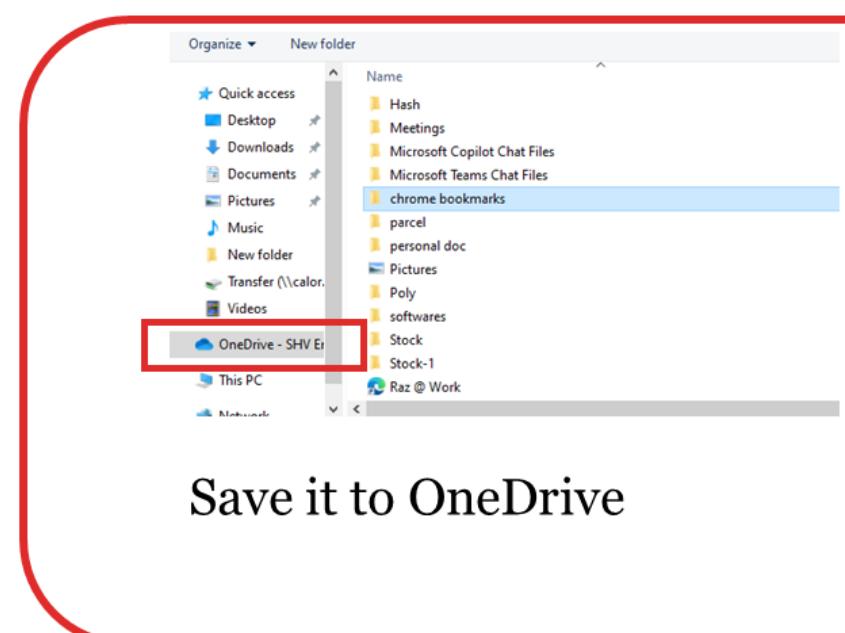
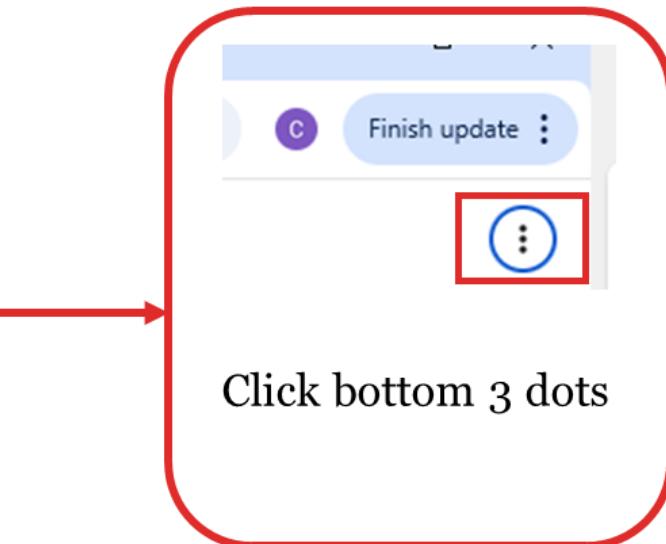
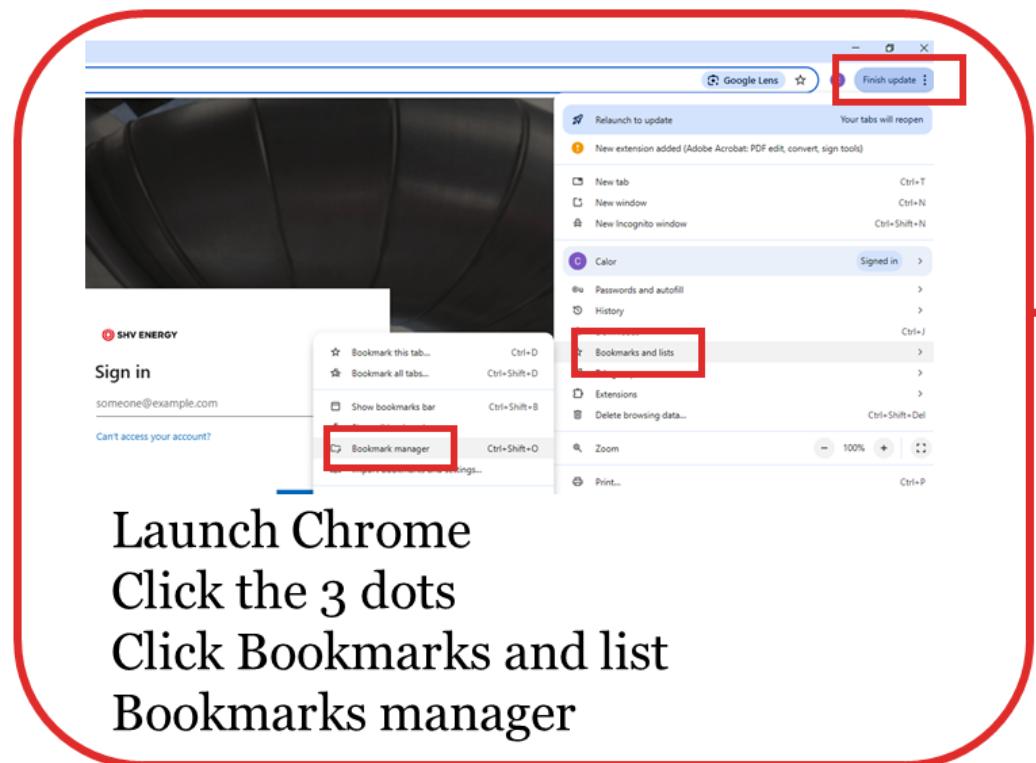
You will see the section ‘Instruction for Reset’ on the next slide; this will take you through the reset process.

Export your Bookmarks - Edge

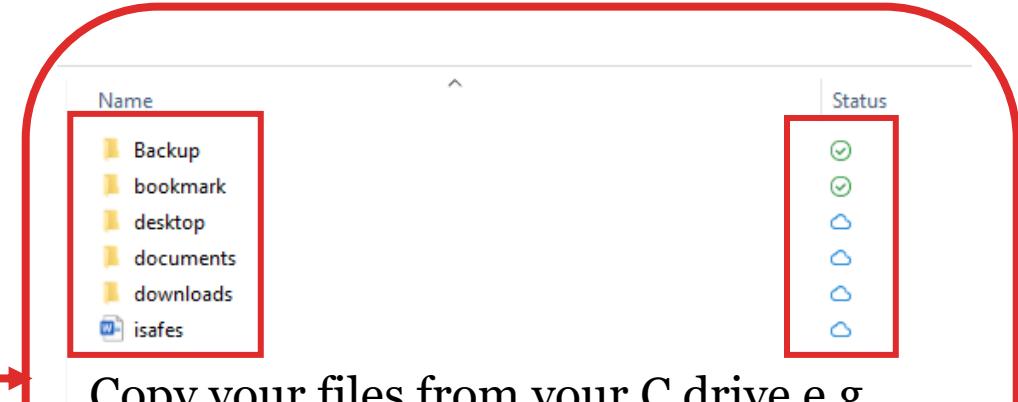
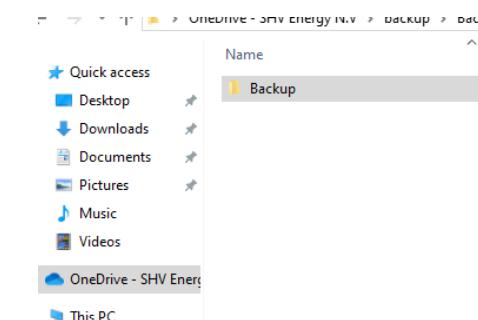
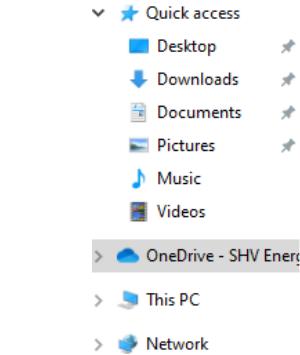


Export your Bookmarks - Chrome

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Moving files to OneDrive

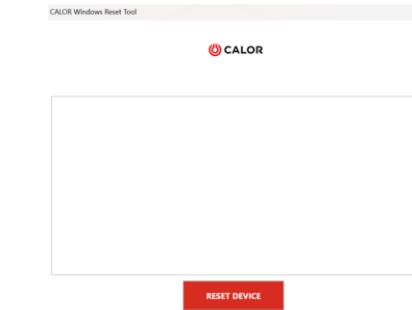


Give it some time to sync.
Once the sync finish it should have Green tick

OneDrive Status Icons:

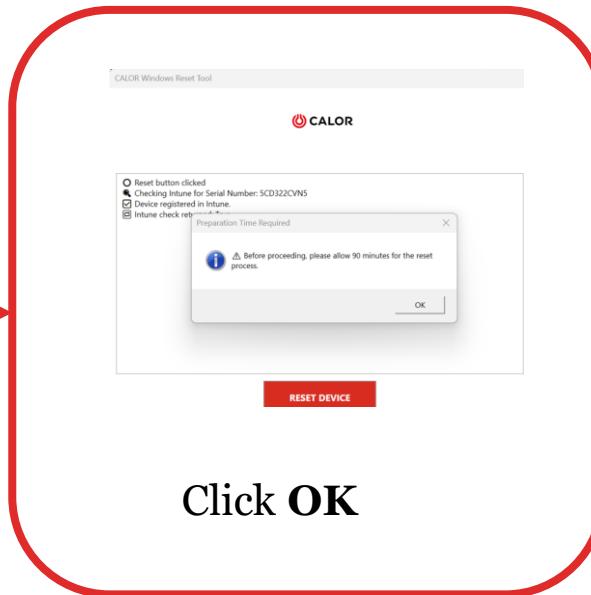
1. Green Circle with Checkmark — *Locally Available*:
 - File is synced and available offline.
2. Cloud Icon — *Online Only*:
 - File is synced but only available online to save space. Opens when you double-click.
3. Solid Green Circle with White Checkmark — *Always Available*:
 - File is always available offline, even without an internet connection.
4. Syncing Arrows — *Currently Syncing*:
 - File is in the process of uploading or downloading.
5. Red Circle with X — *Sync Error*:
 - There was an issue syncing this file.

Reset

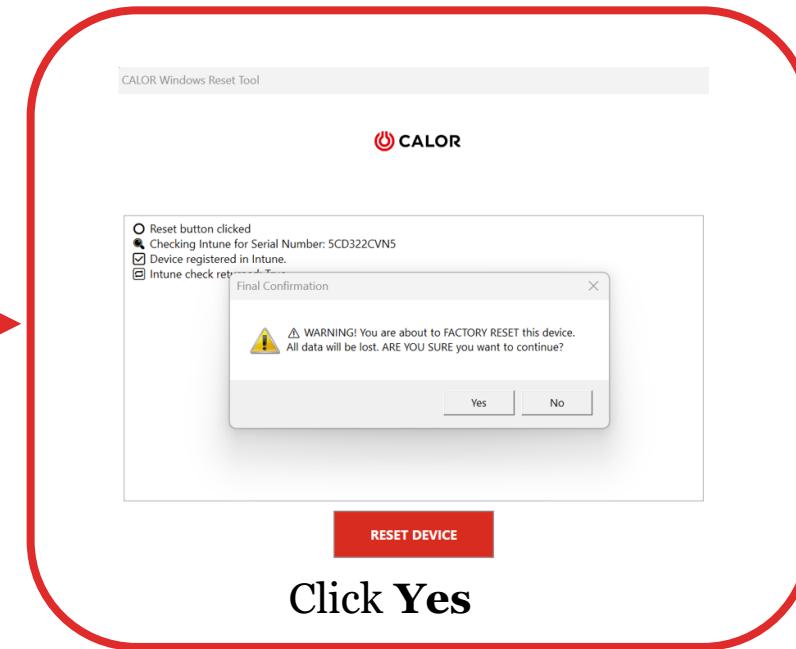


This pop up will appear,
Click **Reset Device**

Note : Make sure you
have already Backed Up
your Data before you
Reset



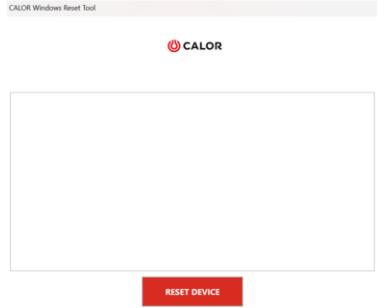
Click **OK**



Click **Yes**

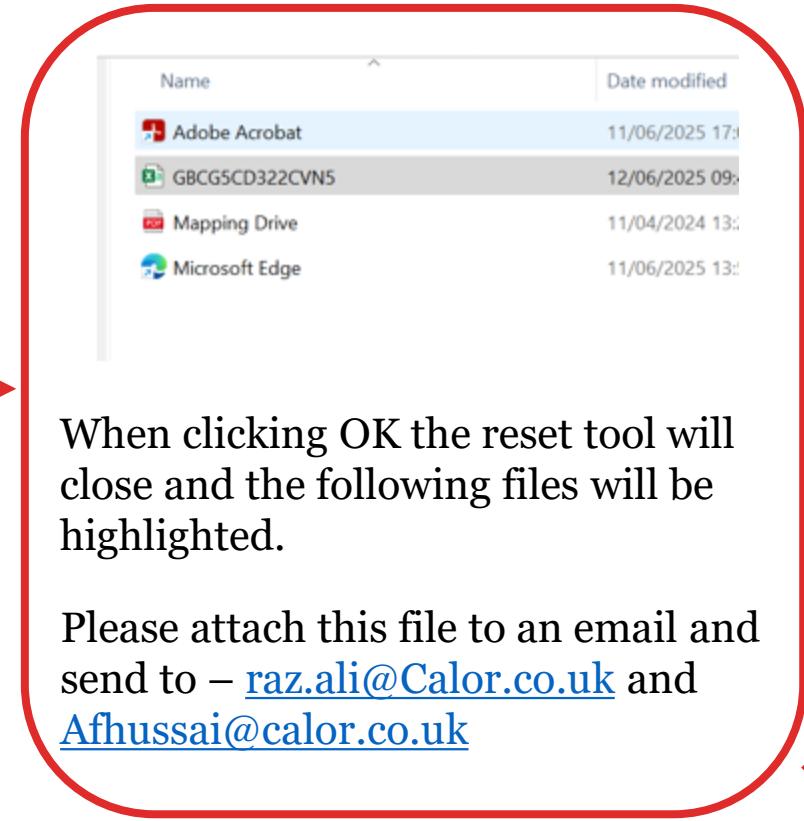


Fail to Reset

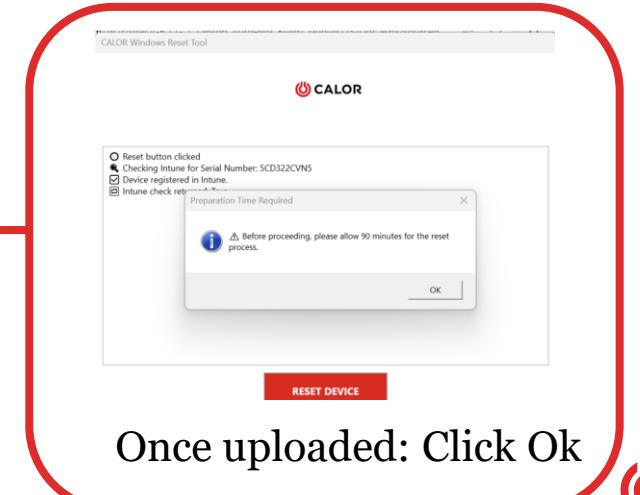
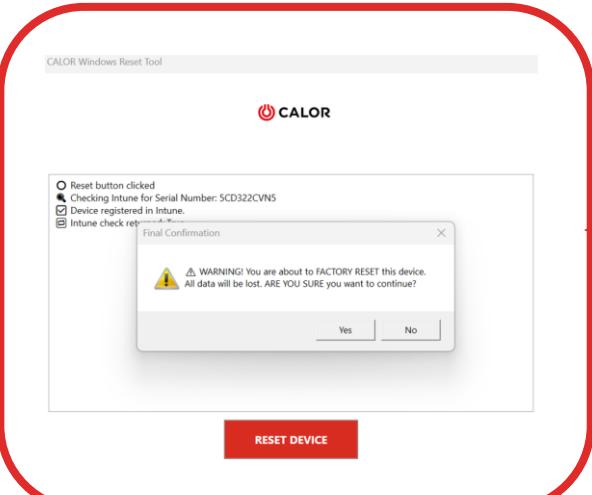
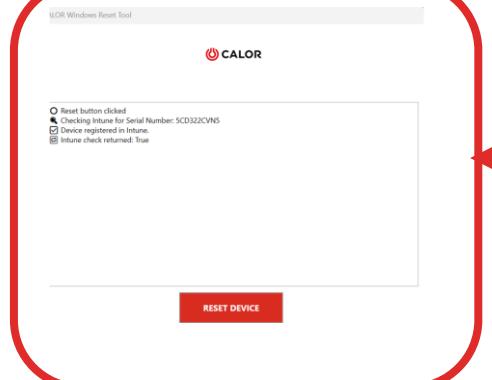


This pop up will appear,
Click **Reset Device**

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Reset

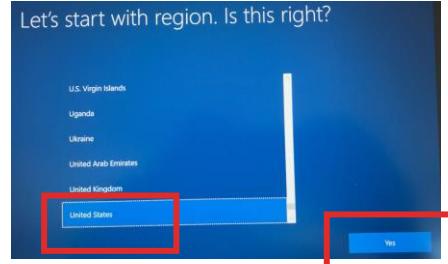


Please attach this file to an email and send to – raz.ali@Calor.co.uk and Afhussai@calor.co.uk

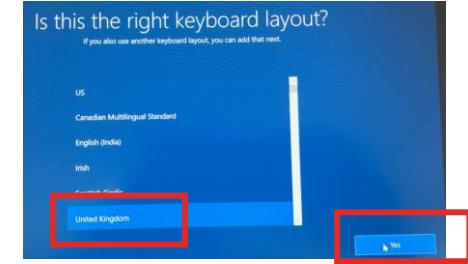


Once uploaded: Click Ok

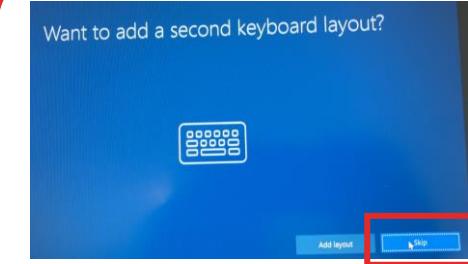




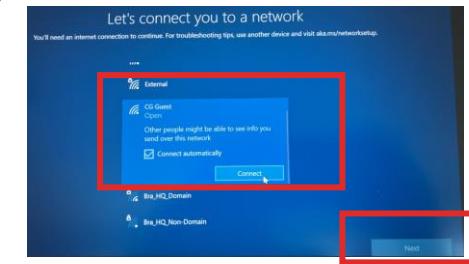
Click United Kingdom



Click United Kingdom

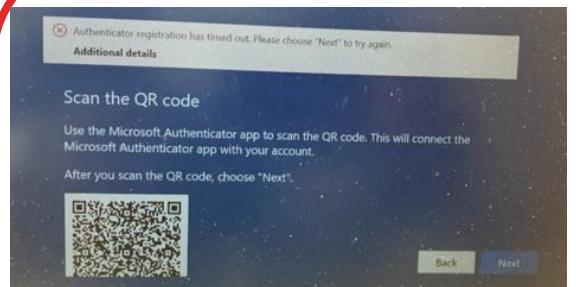


Click Skip



Select an **external Wi-Fi** network:
CG Guest Wi-Fi

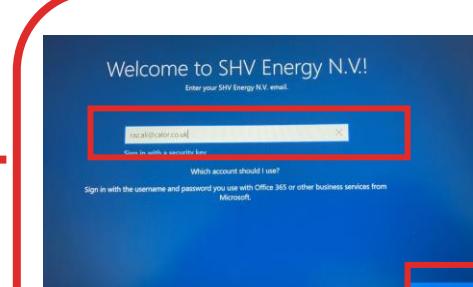
tick the "Connect automatically" tick box



If you don't have **MFA** set up, Microsoft will prompt you to do so by scanning a QR code



Approve via MFA



Sign in with your Calor email address

Wi-Fi Troubleshooting

When your laptop is reset, you will be presented with the option to connect to Wi-Fi.

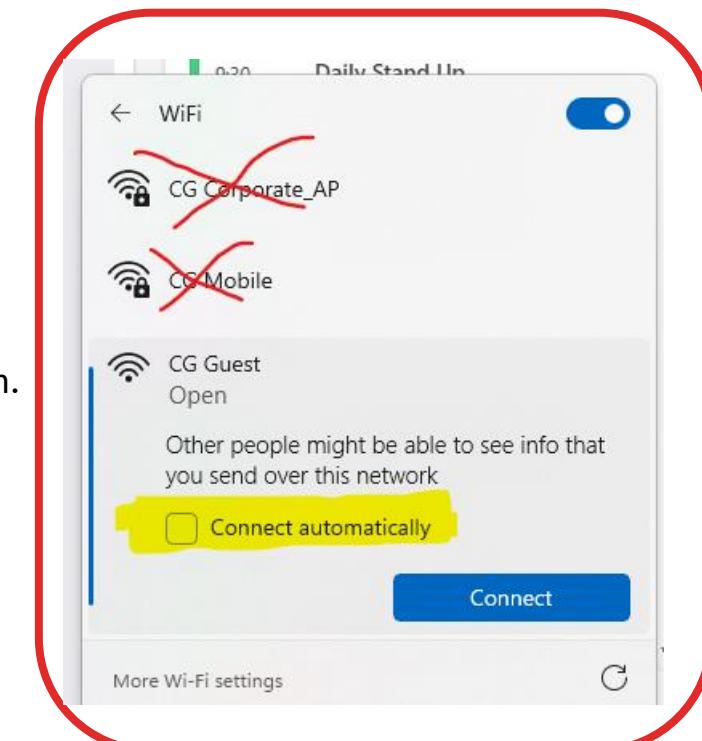
In the office or at a Calor site, only CG Guest should be used to build the laptop on, **never** CG Corporate_AP and we advise also against using Ethernet. Please follow these steps if the laptop has made no selection of Wi-Fi after it has been reset.

- 1.Locate CG Guest in the choices
- 2.**Before pressing connect to CG Guest ensure you first tick the "Connect automatically" tick box
- 3.Once this is ticked you can now press the connect button for CG Guest
- 4.Wait for the Captive portal to appear asking you to agree to the Terms and conditions and agree to these.
- 5.The build should now start automatically.

NB. If the laptop build fails, please ensure the steps below are followed to check the Wi-Fi connection.

So, if your laptop is attached to CG Corporate_AP then you **must please** follow these steps.

- 1.Most important:** Untick "Connect automatically" for CG Corporate_AP and then press the disconnect button.
- 2.Locate CG Guest in the choices
- 3.**Before pressing connect to CG Guest ensure you first tick the "Connect automatically" tick box
- 4.Once this is ticked you can now press the connect button for CG Guest
- 5.Wait for the Captive portal to appear asking you to agree to the Terms and conditions and agree to these.
- 6.The build should now start automatically.



Build



Once MFA is approved, you'll be brought to the next screen. Please allow some time for this process



If you see a screen with a warning, click **Continue anyway**



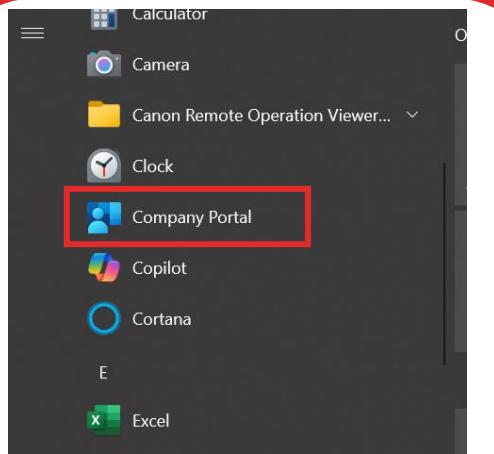
Sign in again with your Calor credentials

Password not working?

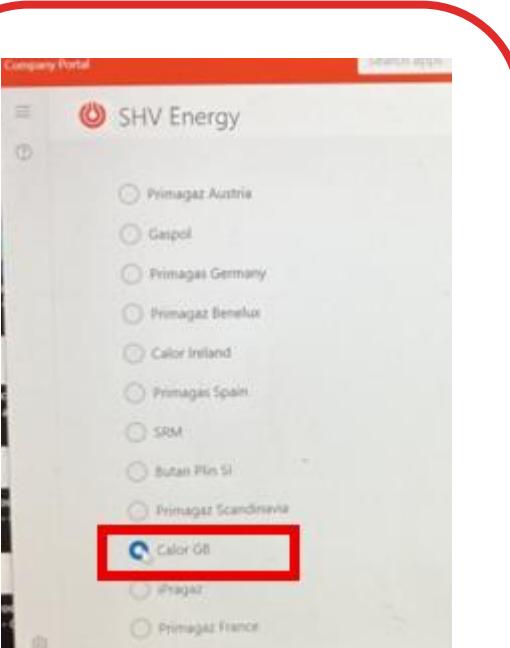
Your keyboard might be set to US instead of UK!

Symbol	US Keyboard Key Combo	UK Keyboard Key Combo	Notes
@	Shift + 2	Shift + ' (apostrophe)	Swapped with "
"	Shift + ' (apostrophe)	Shift + 2	Swapped with @
£	ALT + 0163	Shift + 3	
#	Shift + 3	AltGr + 3 or sometimes Shift + #	Different placements
\	Above Enter (near Backspace)	Next to Left Shift (between Shift and Z)	Position differs
~	Shift + ` (backtick)	Shift + #	Backtick key moves
`	` (pipe)	* <i>Shift + *</i>	Shift + ` (next to Z)
€	Not direct (Alt + 0128 or use AltGr)	AltGr + 4	Available on UK keyboard
AltGr	Not present	Present (right Alt key)	Acts like Ctrl + Alt
Enter key	Narrow and rectangular	Tall and vertical (L-shape)	Different shape but same function

Once you've logged in



Open the **Start Menu**
- Search for **Company Portal**
- click **Company Portal**



Select **Calor GB**
Scroll Down > Done

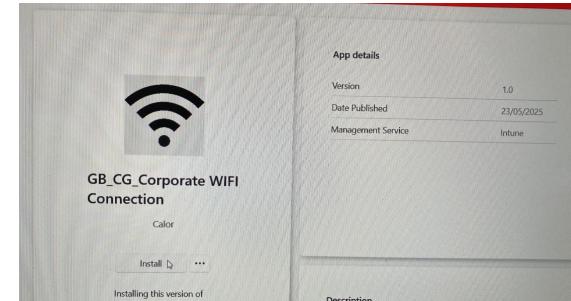


**GB_CG_Corporate WIFI
Connection**

Calor

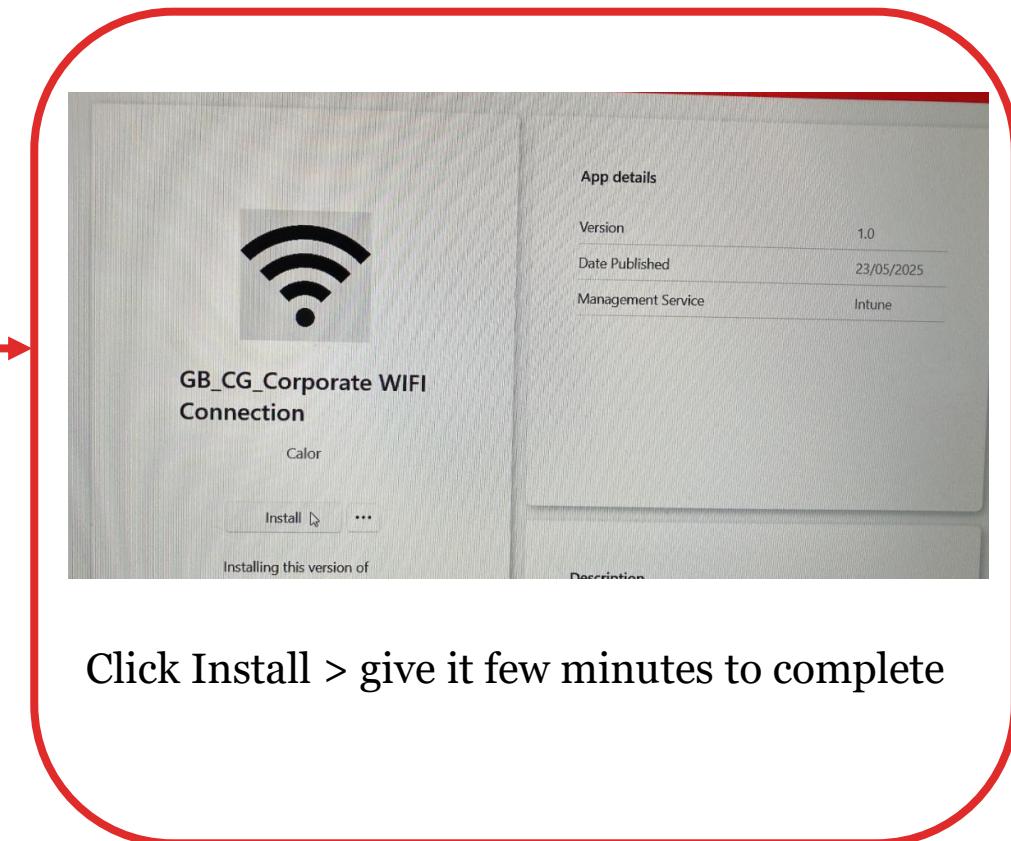
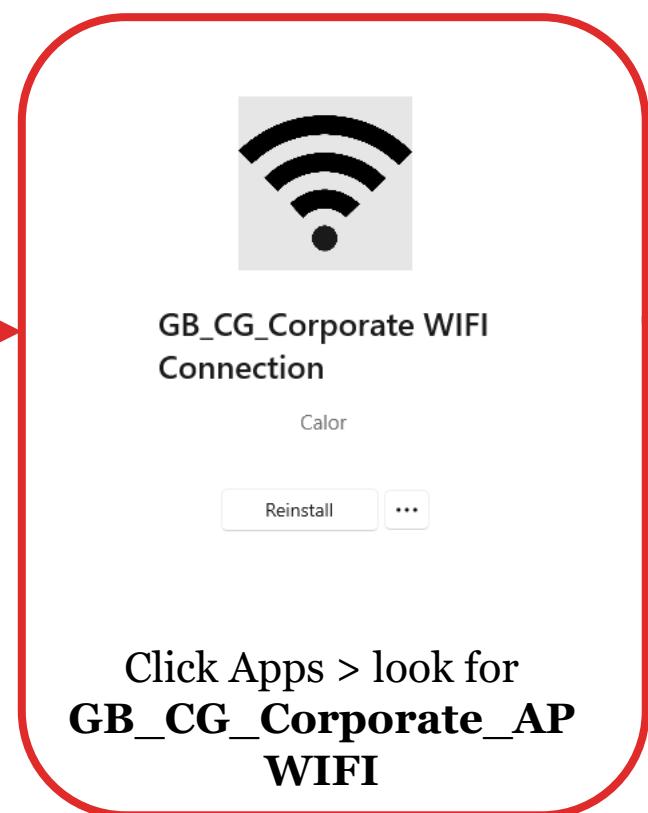
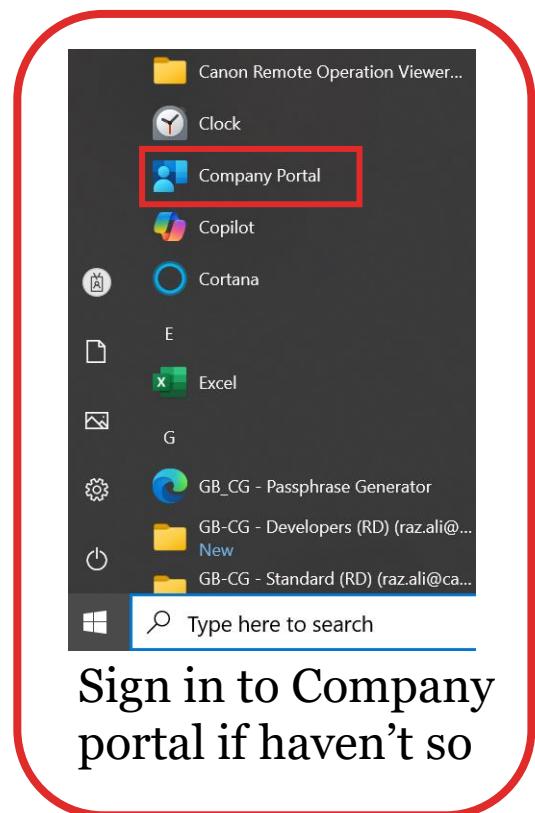
Reinstall ...

Click Apps > look for
**GB_CG_Corporate_AP
WIFI**

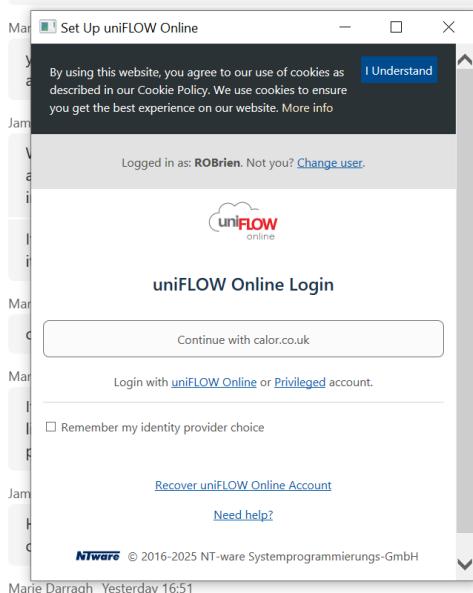


Click **Install** > give it few minutes
to complete

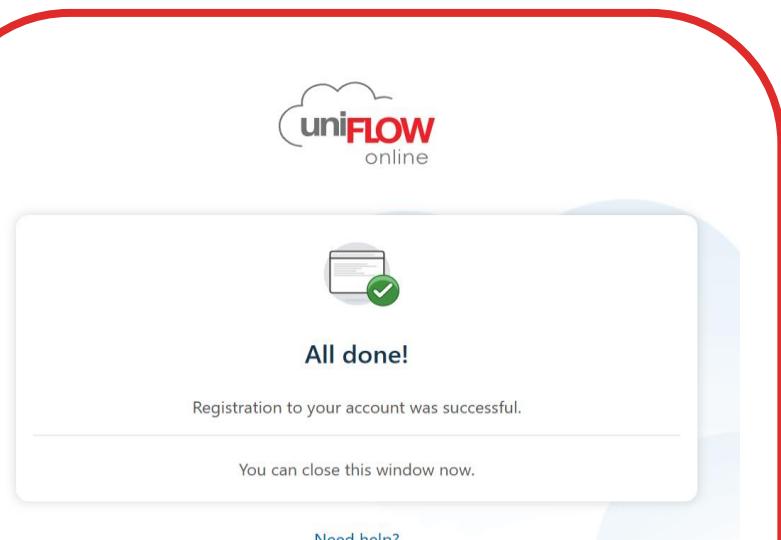
Corporate Wi-Fi install



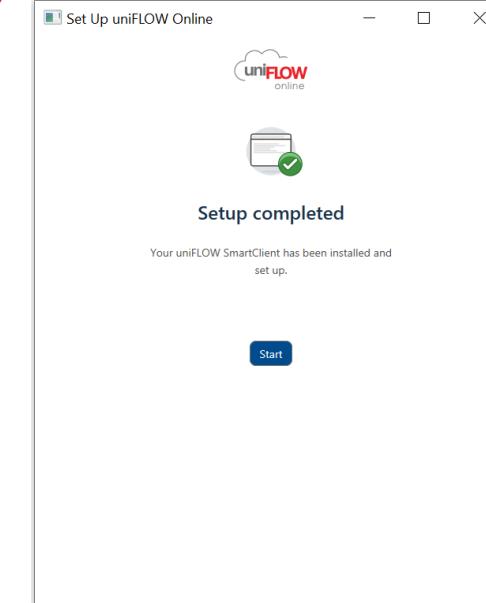
Uniflow Set up



This pop up will appear, please enter your Calor email



This will then change to show that registration will be complete

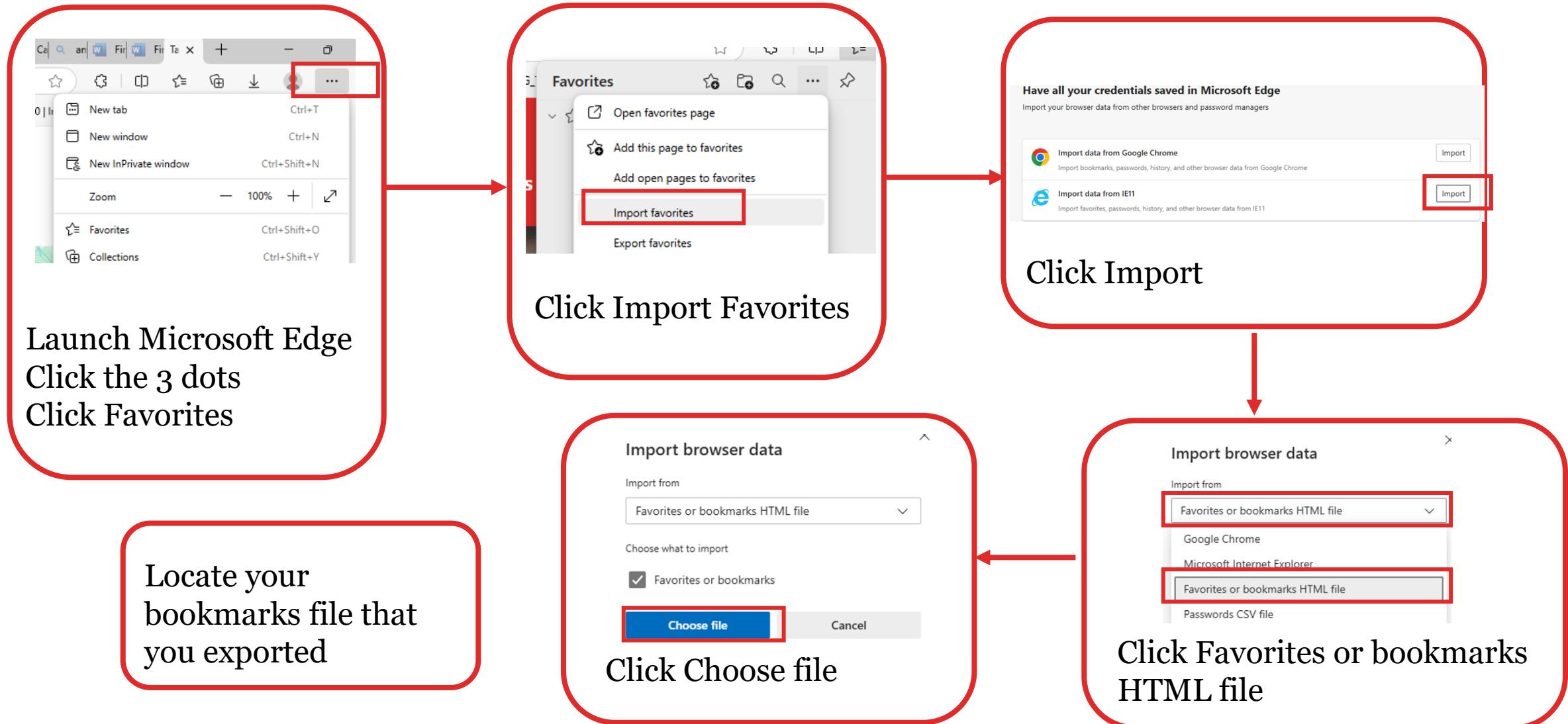


Set up will now be complete

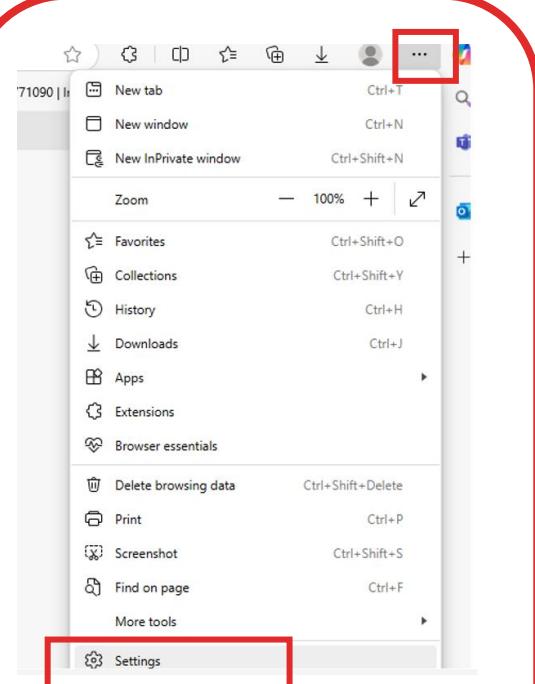


This final pop up will ensure that it has completed successfully

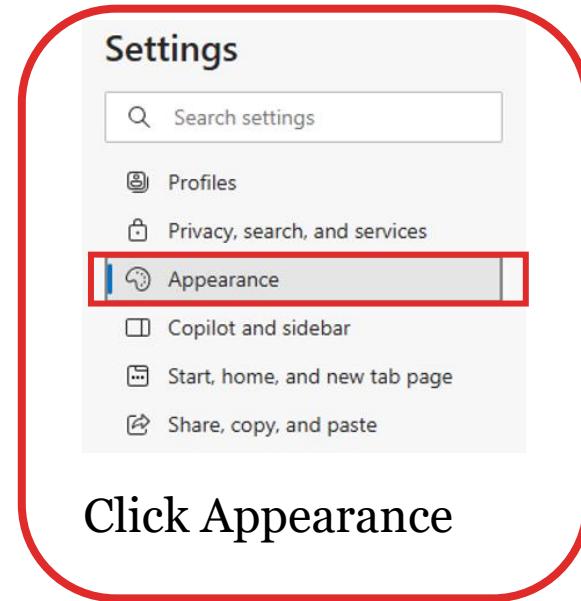
Import Bookmarks - Edge



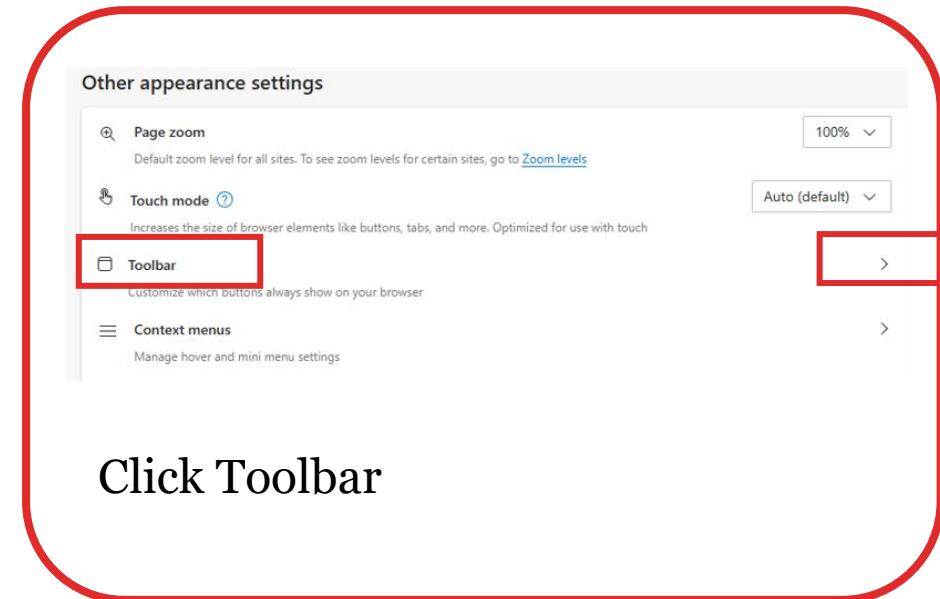
Enable bookmarks - Edge



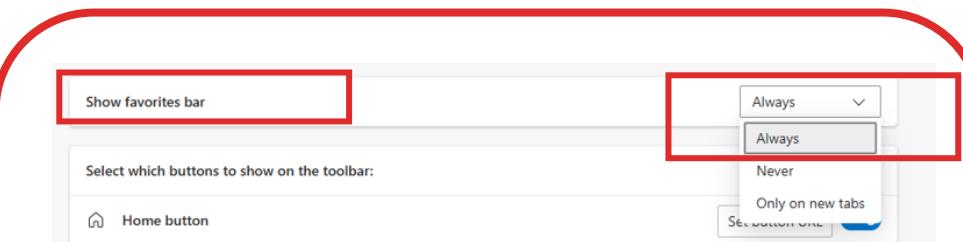
Launch Edge
Click the 3 dots
Click Settings



Click Appearance

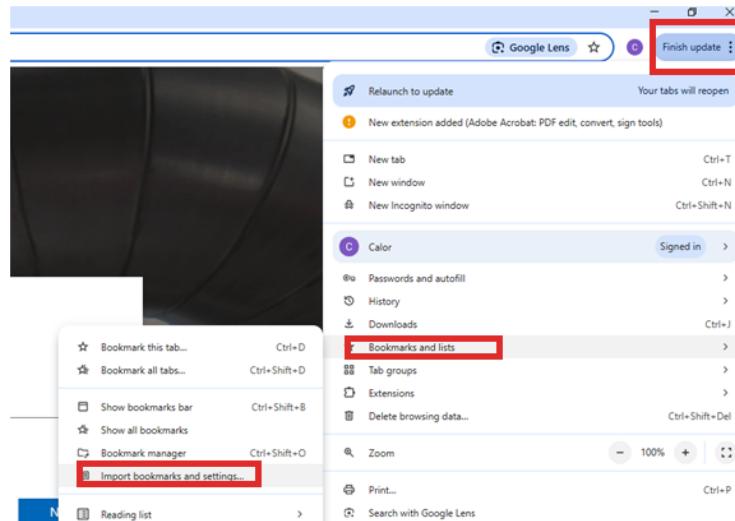


Click Toolbar



From show favorites bar drop down list Select **Always**

Import Bookmarks - Chrome



Launch Chrome
Click the 3 dots
Click Bookmarks and list
Select Import Bookmarks and Settings

Import bookmarks and settings

Bookmarks HTML File

Microsoft Internet Explorer

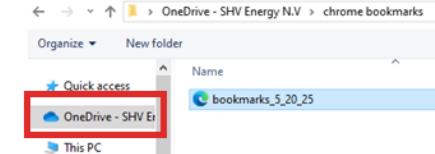
Bookmarks HTML File

Favorites (Bookmarks)

Cancel

Choose File

From the dropdown list
select Bookmarks HTML file



Locate the file you saved in
your OneDrive

Settings

You and Google

Autofill and passwords

Privacy and security

Performance

Appearance

Search engine

Default browser

On startup

Languages

Downloads

Accessibility

Search settings

Your browser is managed by your organization

Appearance

Theme

Customize your toolbar

Mode

Show home button

Disabled

Show bookmarks bar

Show tab groups in bookmarks bar

Automatically pin new tab groups created on any device to the bookmarks bar

Launch Chrome > Click the 3 dots > Settings

Appearance > Enable Show bookmarks bar

Shared Mailbox Set up (App not Classic)

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