Windows Autopilot Pre-Provisioning and Enrollment Workflow

Purpose

Defines the step-by-step process for preparing, registering, and provisioning new Windows laptops using Windows Autopilot and Intune, including user assignment, deployment profile configuration, and execution of the technician (pre-provisioning) flow. This SOP applies to IT personnel responsible for configuring and provisioning issued Windows devices using Autopilot.

1. Unbox and power on the Windows device and proceed to the Language/Region screen.
2. Connect the device to Wi-Fi or plug in Ethernet.
3. Plug in the USB flash drive containing the script that will extract the Hardware Identifier (HWID) .csv file.
4. Press **Shift+F10** to launch the Command Prompt and execute “powershell.exe”.
   1. If **Shift+F10** doesn’t work, try **Shift+Fn+F10**.
5. Rund hardware hash script from USB:
   1. Ensure you have a .ps1 script with the following commands (excluding quotation marks):

“[Net.ServicePointManager]::SecurityProtocol = [Net.SecurityProtocolType]::Tls12

$usbDrive = Get-PSDrive -PSProvider FileSystem |

Where-Object { $\_.Root -ne "C:\" -and $\_.Free -gt 0 } |

Sort-Object Free -Descending |

Select-Object -First 1

if ($usbDrive) {

$usbPath = Join-Path $usbDrive.Root "AutopilotHWID.csv"

$env:Path += ";C:\Program Files\WindowsPowerShell\Scripts"

Set-ExecutionPolicy -Scope Process -ExecutionPolicy RemoteSigned -Force

Install-Script -Name Get-WindowsAutopilotInfo -Force -Confirm:�false

Get-WindowsAutopilotInfo -OutputFile $usbPath

Write-Host "`n✅ CSV saved to $usbPath"

} else {

Write-Host "`n❌ No USB drive detected. Please insert a USB and try again."

}"

* 1. Execute “Get-PSDrive” to determine the USB drive letter (usually “D”).
  2. Navigate to the USB (e.g. “D:”) by executing “Set-Location D:”.
  3. Run the script by executing “.\[Script Name]”.
  4. Once complete, verify “AutopilotHWID.csv” exists on the USB root.

1. Remove USB and plug it into admin computer.
2. Go to **Intune admin center > Windows enrollment > Devices > Import** and upload “AutopilotHWID.csv”.
3. Once preprocessing is finished (10-15 minutes), click **Sync** and then **Refresh**.
4. Click on the device and edit to assign a user and edit other fields, if necessary.
5. Go back to **Windows enrollment > Deployment profiles** and make sure there is a profile configured to the following:

* Joint type is Entra ID joined
* Allow pre-provisioning enabled
* Convert all target devices to Autopilot is enabled

1. On the user device, reboot to OOBE if still in PowerShell by executing “%windir%\System32\Sysprep\sysprep.exe /oobe /reboot”.
2. At the Language/Region screen, press the Windows key five times quickly and click on **Windows Autopilot provisioning**.
3. Once provisioning complete, click **Reseal**.
4. At this point, do not turn the device back on, but instead, hand directly to the user to initiate user flow.