

Windows 11

Instructions



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Table of Contents

1	Instructions	4
1.1	Getting started with Windows 11	4

1 Instructions

Congratulations on your new Windows 11 workstation.

Just a few more steps and you can start using it. Turn on your laptop and connect to the network (on campus or elsewhere). There is no need to connect your laptop to a network cable.

1.1 Getting started with Windows 11

Log in

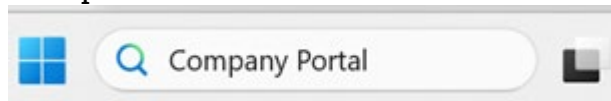
Log in with your NetID including @tudelft.nl. For example: jjansen@tudelft.nl. Follow the instructions on your laptop's screen to install Windows 11. Depending on your internet connection, it will take around 10 to 30 minutes until your laptop is ready to use. Note that all kinds of things are still being synchronised and set up in the background. This may take some time.

Need help?

If something goes wrong during the installation, please make report it in the Self Service Portal (go to tudelft.topdesk.net, click on 'ICT services', then click on 'I have another question') or drop by the Service Desk in your building.

Install additional software

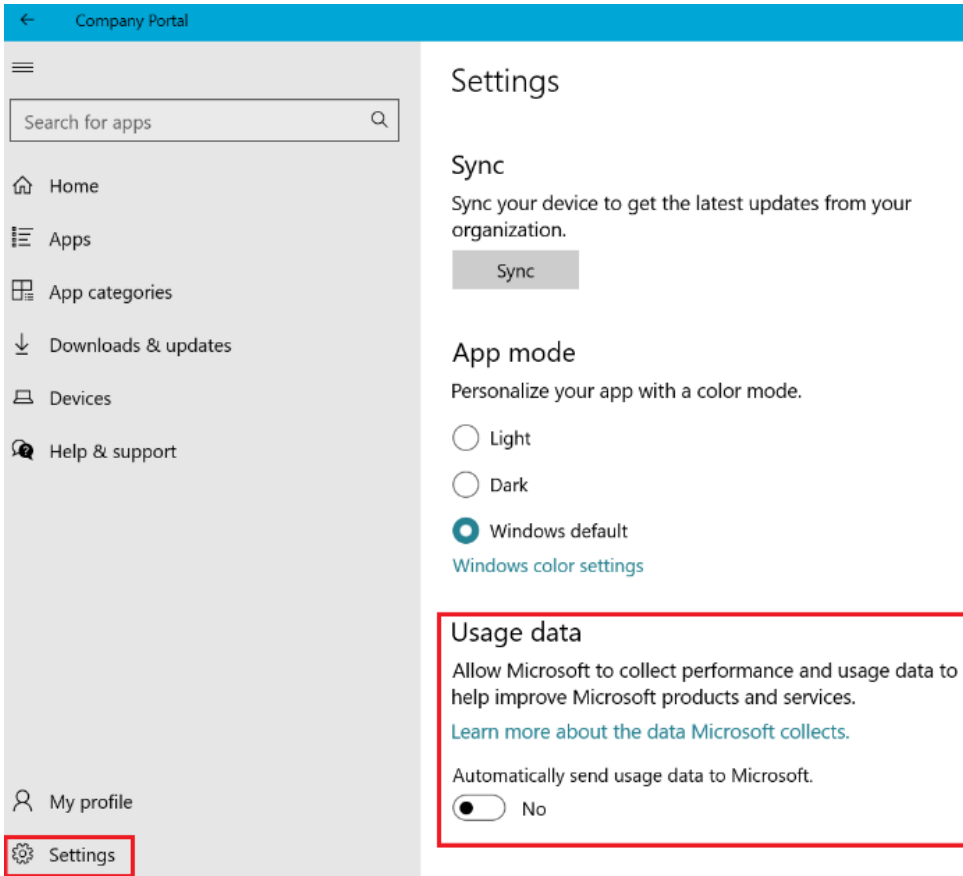
Additional software can be retrieved from the Company Portal. Type Company Portal in the search bar at the bottom of your screen. Since the workstation comes in English by default, it is called Company Portal. After changing it to Dutch, it is called Company Portal. Please note: the first time, it may take a while until the Company Portal is visible on your new workplace.



Use the [Request Software](#) form (go to tudelft.topdesk.net, click on 'ICT services', then click on 'IT Workspace', then click on 'Software') to request software that is not yet in the Company Portal (Company Portal).

Privacy settings

For privacy reasons, it is recommended to turn off the option 'Automatically send usage data to Microsoft'. This can be done in the Company Portal, go to Settings > Usage data:

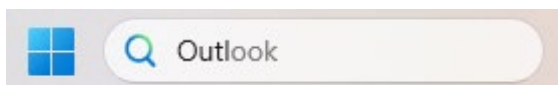


Windows Hello

On new laptops running Windows 11, it is possible to log in with a password, PIN, fingerprint or facial recognition. This is called Windows Hello for Business. You can set this up during the initial installation of your workstation or later via Start > Settings > Accounts > Sign-in options.

Access to email

To access your emails, you need to launch the Outlook desktop app once. Follow the instructions to set up your email. Pin the Outlook app to your taskbar for easy access.



Planting trees with search engine Ecosia

In collaboration with GreenTU, Ecosia is set as the search engine for the default browser Edge. While you find what you are looking for, this green search engine plants trees where they are needed. Every month, TU Delft receives reports on how many trees have been planted by Ecosia. You can change the default search engine yourself.

Temporary local admin rights

By default, a Windows 11 system has no local admin rights. To get temporary local admin rights, you can install the Admin By Request application in the Company Portal.

In exceptional cases, it is possible to obtain permanent local admin rights. Your director or department manager should request dispensation for this using this [form](#) and accept the risks.

Onedrive as storage location

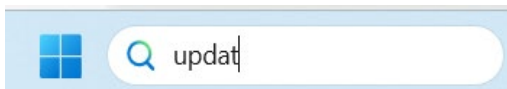
We recommend using OneDrive to store your personal files. For more information, see the manual on the [intranet](#).

eduVPN for a secure connection

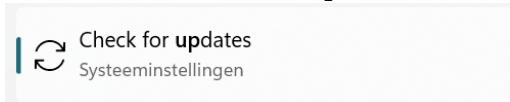
Use eduVPN to surf securely and connect to the TU network. If you want to print from home on campus or use the network drives, you need a connection via eduVPN. Check the [Self Service Portal](#) for more information about eduVPN.

Check for updates

Check that you have the latest updates (virus scans, drivers, etc.) Start by typing 'updates' in the search bar at the bottom of your screen:



Then click 'Check for updates'. Follow the steps on your screen:



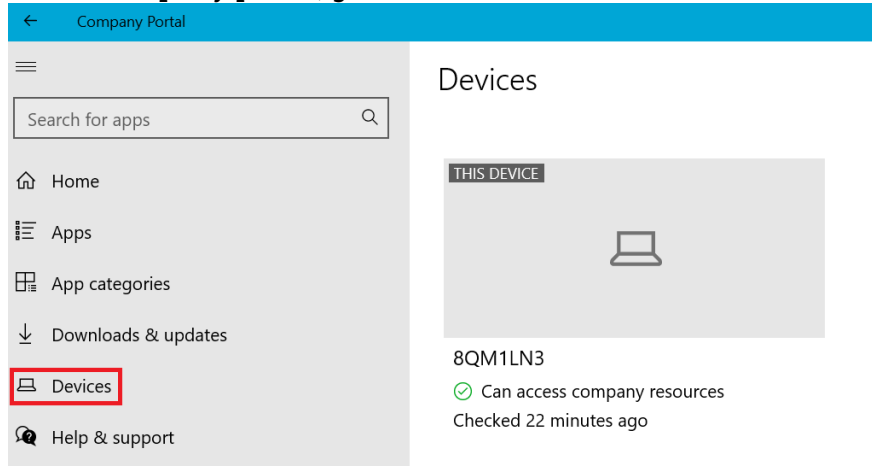
Tips and tricks for Windows 11

Join the Community [M365 and Teams support for tips and tricks for Windows 11](#).

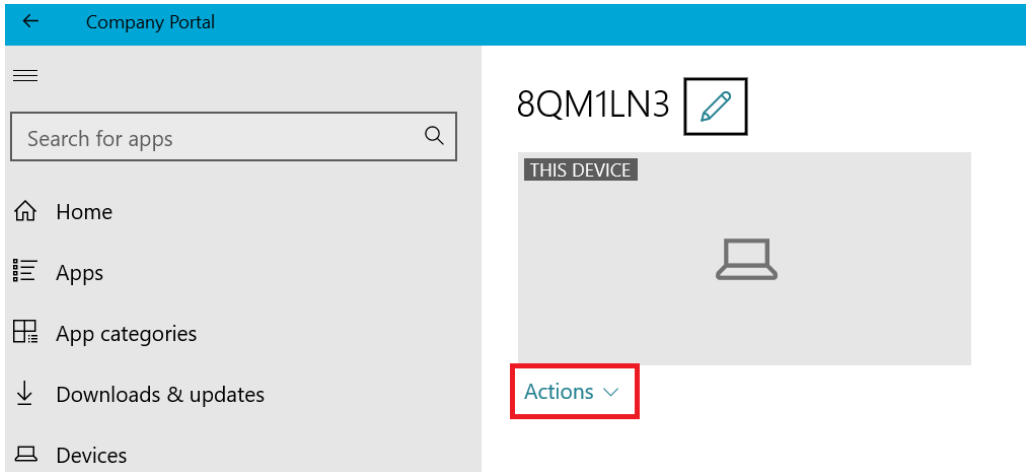
Reset Windows 11

If you want to reset your Windows 11 workspace, you can do this yourself by following the instructions below. Your workstation will be restored to its original state as delivered from the vendor:

In the Company portal, go to 'Devices'



Select the device you want to reset and click on 'Actions'.



Choose 'Reset' to reset your device.

