

NAPLES COMPUTERS HOW-TO • SETUP & HOW-TO

Set Up a New Laptop, Phone or Tablet the Safe Way

Unwrapping a new laptop, Mac, iPad or phone? A few minutes now saves a lot of trouble later. This guide covers the must-do steps on Windows, Mac, iPhone, and Android: your real name and your own account, installing every update first, a lock screen PIN, passcode or biometric, built-in protection left on, skipping the bundled extras, Find My Device or Find My, backup from day one, and keeping your receipt for warranty.

Four things to do first

- ☐ Use your real name
Sign in with an account you control, not someone else's
- ☐ Updates before anything else
Install every pending update first
- ☐ Lock it down
A PIN, passcode, or your face or fingerprint
- ☐ Backup from day one
OneDrive, iCloud, or an external drive

Step by step

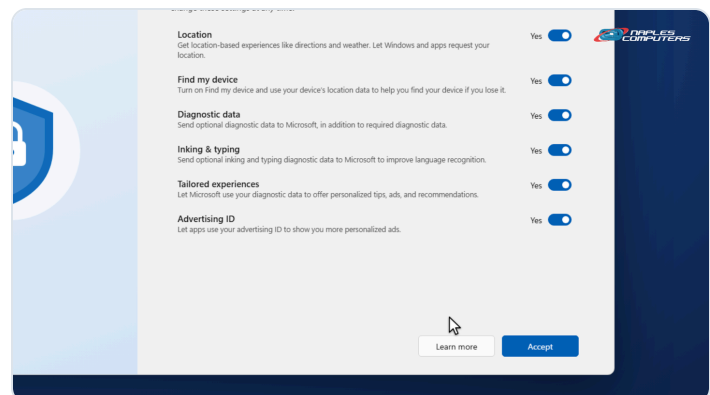
WINDOWS

1 Windows: choose privacy settings, and keep Find My Device on

During setup, sign in with your own Microsoft account. On the privacy screen, turn off anything you don't want, but leave Find My Device on.

WHAT TO DO

Click Accept. You can change any of these later in Settings → Privacy & security.



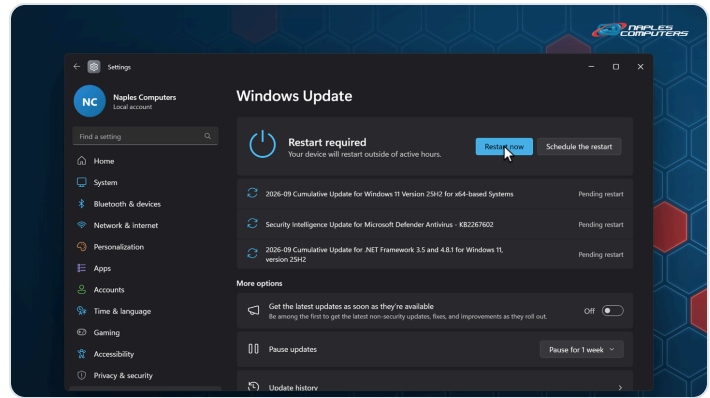
WINDOWS

2 Windows: run Windows Update until you're up to date

Start → Settings → Windows Update → Check for updates. Windows downloads and installs the latest fixes.

WHAT TO DO

Restart when asked, then check again. Repeat until it says "You're up to date".



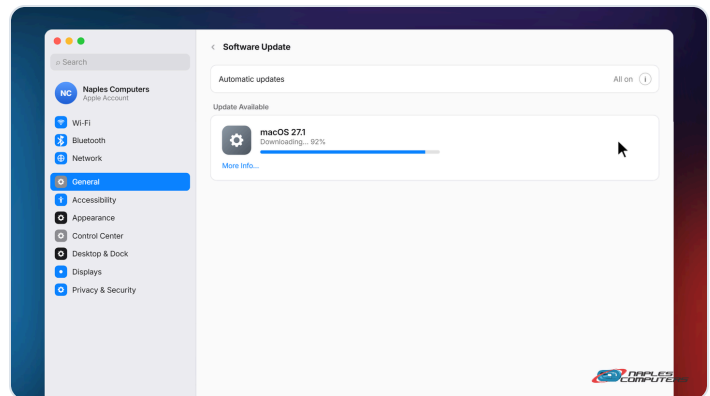
MAC

3 Mac: System Settings → General → Software Update

Apple menu → System Settings → General → Software Update. Your Mac checks for the latest version.

WHAT TO DO

Click Update Now, and enter the password if it asks. Keep it plugged in.



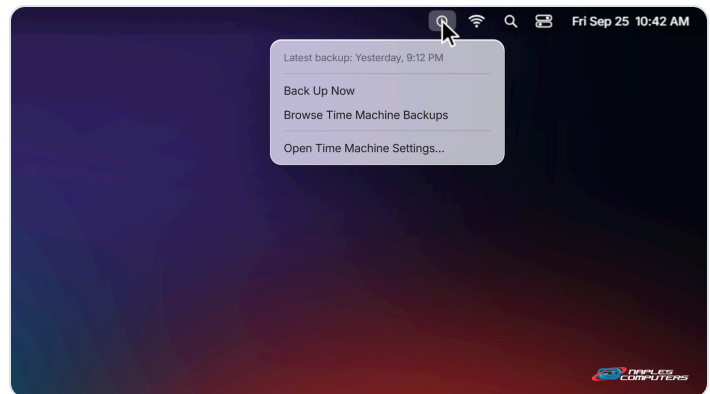
MAC

4 Mac: back up with Time Machine from day one

Click the Time Machine icon in the menu bar and choose Back Up Now.

WHAT TO DO

No external drive yet? Use iCloud, or see our video on backing up your important files.



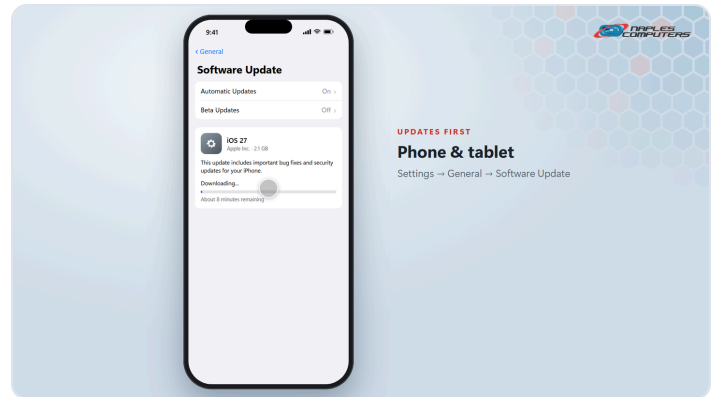
PHONE & TABLET

5 Phone & tablet: install updates before anything else

Settings → General → Software Update. Install the latest version before you set up apps and accounts.

WHAT TO DO

Android: Settings → System → System update. Tap Check for updates.



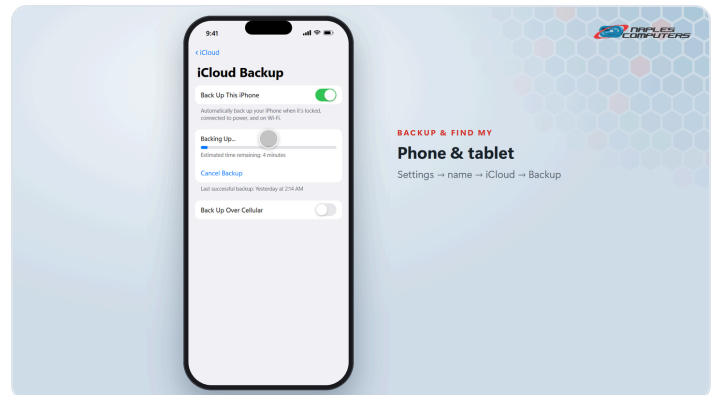
PHONE & TABLET

6 Phone & tablet: turn on backup, and check Find My

Settings → your name → Find My, then iCloud → iCloud Backup.

WHAT TO DO

Tap Back Up Now. Android: Settings → Google → Backup.



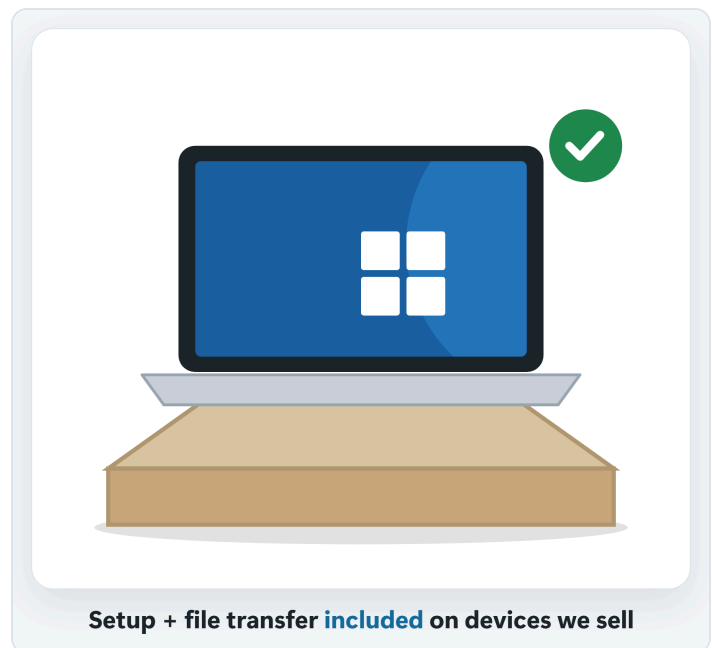
NAPLES COMPUTERS

★ Rather have us set it up?

Buy any new computer, phone or tablet from Naples Computers and setup is included.

WHAT TO DO

Bought it somewhere else? Bring it in, and we'll set it up, update it, and move your files over as a paid service.



Also worth doing

- ☐ Built-in protection is already on
Windows Security, Gatekeeper and FileVault, or your phone's auto-lock: leave it running
- ☐ Skip the trial software you don't need
Bundled extras and offers can wait, or be removed later
- ☐ Turn on Find My Device, or Find My
It's how you locate this device if it's ever lost
- ☐ Register it, and keep the receipt
You'll need both for warranty and insurance claims

Recap: new device checklist

- | | |
|---|--|
| ☐ Real name, account you control | ☐ Built-in protection left on, extras skipped |
| ☐ Updates installed first | ☐ Find My Device / Find My turned on |
| ☐ Locked with a PIN, passcode or biometric | ☐ Backup on, receipt & serial number saved |

Turn on Find My Device (or Find My) and backup during setup, not after something goes missing. And keep your receipt and serial number together until the return window and warranty period pass.



Want help setting up a new computer, phone or tablet?

Call 239-513-1960

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